

Republic of the Philippines
Department of Agriculture
BUREAU OF AGRICULTURAL RESEARCH
RDMIC Bldg., Elliptical Rd. cor. Visayas Ave., Diliman, Quezon City 1101

fr
parting
MS

Reference No. 2022-01-14

17 January 2022

MEMORANDUM FROM THE DIRECTOR

TO : ALL EMPLOYEES

SUBJECT : DA ADJUSTED GUIDELINES ON COVID-19

With reference to the attached Memorandum from the Secretary dated January 14, 2022, all divisions, sections, and units are hereby advised to adhere to the adjusted Covid-19 guidelines set by the Office of the Secretary. Guidelines and protocols stipulated in the recently issued memorandum on DA-BAR's Reporting Scheme for Employees for January 12-28, 2022 shall remain in force until revoked in writing.

For your compliance.

JUNEL B. SORIANO, Ph.D.
Director



(+632) 8461-2800 / 8461-2900
✉ r4d@bar.gov.ph
🌐 www.bar.gov.ph
📱 @DABARofficial

*A food-secure and resilient Philippines
with prosperous farmers and fisherfolk*



January 14, 2022

MEMORANDUM FROM THE SECRETARY

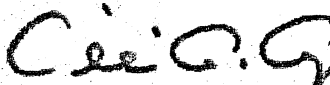
TO : ALL PERSONNEL, DEPARTMENT OF AGRICULTURE-CENTRAL OFFICE

SUBJECT : COVID-19 ADJUSTED GUIDELINES

In line of the recent surge of COVID-19 cases in the country and in the Department, all personnel from each office are hereby advised to adhere to the following COVID-19 adjusted guidelines:

1. **CONFIRMED CASE:** Employees who tested positive through RT-PCR test, antigen test, or rapid saliva test are required to undergo 10 days of quarantine since the date of test (specimen collected) or at the onset of symptoms whichever comes first. An incident report (see Annex A) and positive swab result must be submitted to Personnel Division indicating all details about the patient including all their close contacts.
2. **PROBABLE CASE:** All employees experiencing any of the symptoms of COVID-19 will be considered as PROBABLE case and must quarantine immediately for 7 days (fully vaccinated) or 10 days (partially vaccinated or unvaccinated) from the onset of symptoms. An incident report (see Annex A) must be submitted to Personnel Division within 24 hours indicating all details about the patient including all their close contacts.
3. **ASYMPTOMATIC CLOSE CONTACTS:** Asymptomatic close contacts, as indicated officially in the incident report of a symptomatic (probable) or positive employee, should quarantine for 5 days (fully vaccinated) or 14 days (partially vaccinated or unvaccinated) since the exposure. If the personnel exhibited symptoms during the quarantine period, the case will be treated as probable, and the isolation period will reset as indicated in item 2.
4. **REPORTING BACK TO WORK:** Employees coming back from quarantine must send ANY of the following documents to Dr. Rosemarie Z. Go at marigoto67@yahoo.com.ph within 24 hours after the last day of quarantine period prior to reporting physically:
 - a. Negative RT-PCR test result
 - b. BHERT certification
 - c. Medical certificate from a physician
 - d. Sworn statement of health declaration (see Annex B) signed by their respective head of office

Please stay safe and let us be responsible enough so we can beat COVID-19 together. Thank you.


WILLIAM D. DAR, Ph.D.
Secretary

A just, secure and resilient Philippines

With empowered and progressive farmers and fishers





ANNEX A: Format of Incident Report

INCIDENT AND CONTACT TRACING REPORT

Case No. _____

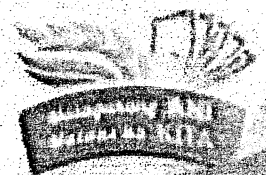
I. PROFILE OF THE CONFIRMED, PROBABLE CASE, OR CLOSE CONTACT (select one)

Name:	
Age:	
Sex:	
Birthday:	
Complete Address (House #, Brgy, District, City)	
Contact Number:	
Office:	
Place of Assignment:	
Position:	
Date of Exposure:	
Date of Testing (date of giving specimen)-for confirmed cases	
Fully Vaccinated? What Brand?	
Other information:	

II. INCIDENT REPORT (Narrative) – *Include details on exposure, symptoms (if any) at the time of testing to the date of preparation of this report, current whereabouts of the patient, and whether or not the LGU/ Barangay Health Authorities have been informed of the patient's condition.*

III. CLOSE CONTACTS (PERSONNEL OF DA / ATTACHED AGENCIES AND CORPORATIONS)

OFFICE	NAME	AGE / SEX	CONTACT NUMBER	DATE OF LAST EXPOSURE	SYMPTOMS at the date of preparation of this report (Write NONE if there are no symptoms)





Republic of the Philippines
OFFICE OF THE SECRETARY
Department of Health
100 Taft Avenue, Manila

Prepared by

ROSEMARIE Z. GO
Health and Safety Coordinator
DA - Central Office

Date Prepared

Note : Please attach copy of RT - PCR result and/or other relevant documents.



ANNEX B: Template of Sworn Statement of Health Declaration

January 14, 2022

STATEMENT OF HEALTH DECLARATION

I, _____ of legal age, with residence address at _____, declare the following in accordance to the prescribed guidelines of the Department of Agriculture:

1. That I

- tested positive of COVID-19 last _____
- experienced symptoms of COVID-19 since _____
- was an asymptomatic close contact of a confirmed/symptomatic case and was exposed last _____

2. That I quarantined for at least ____ days since _____

3. That I did not feel any of the symptoms for at least 3 days prior to the end of my quarantine period.

Signature over printed name of personnel

Endorsed by:

Signature over printed name of head officer

