

 <p>PHILIPPINE HEART CENTER INCIDENT COMMAND POST</p>	Document Type	Document Code: GL-ICP-026
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	INTERIM GUIDELINES FOR THE OPENING OF CONVENIENCE STORES / FAST FOOD RESTAURANTS IN PHC	Page: 2 of 2

I. STATEMENT OF THE POLICY

This policy shall serve as should help to prevent the spread of COVID-19 infection.

II. GUIDELINES

1. The Company shall submit a list of their employees including their contact numbers, addresses and results of screening test for COVID-19.
2. Only employees with negative test shall be allowed to work.
3. The store supervisor or manager shall submit weekly health status report of all employees.
4. Employees who develop the following symptoms shall be subjected for medical intervention.
 - a. Fever
 - b. Difficulty of breathing
 - c. Cough/colds
 - d. Flu-like symptoms
 - e. Diarrhea
 - f. Loss of sense of smell
5. Health clearance shall be secured prior to return to work for symptomatic employees.
6. All stores shall submit their standard operating procedures during COVID-19 crisis or Policies in preventing the spread of COVID-19 infection prior to opening.