



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
Manila

097.13 DPWH
03.03.2022

MAR 01 2022

DEPARTMENT ORDER)
NO. 32)
Series of 2022)
dt 3/3/2022

**SUBJECT: Guidelines on the Conduct of
COVID-19 Antigen Swab Test**

To ensure a healthy and safe workplace environment, and in response to the significant increase of affected officials and employees in the Department to COVID-19 due to lowering of alert levels in the National Capital Region and presence of the Omicron variant, the herein guidelines on the conduct of the mandatory regular random COVID-19 Antigen Swab Test is hereby prescribed to minimize and prevent further spread of COVID-19 in this Office.

I. SCOPE AND COVERAGE

All Officials and employees in the Central Office, regardless of vaccination status, shall undergo the scheduled COVID-19 antigen swab testing for February and March 2022 and the following months thereafter if still necessary as may be recommended by the DPWH COVID-19 Coordination Committee.

II. GENERAL GUIDELINES

1. The DPWH COVID Help Desk managed by the Stakeholders Relations Service (SRS) in coordination with the Unified Project Management Office (UPMO) Medical Team shall supervise and monitor these guidelines. The SRS is further delegated the task of ensuring the orderly conduct of antigen testing in the Central Office. The respective DPWH Union representatives shall also assist in the implementation of the testing activities. The FMD, HRAS shall provide support in crowd control.
2. Department Order No. 83, s.2020, "DPWH Guidelines on COVID-19 Management" shall still be practiced in handling and managing suspected and confirmed COVID-19 cases.
3. A positive antigen test among asymptomatic DPWH employees shall be subjected for confirmatory RT-PCR test. Authority is hereby given to Heads of Offices concerned to approve the reimbursement of RT-PCR test of their respective employees, which shall be charged from the available funds of the office. If there is incidence of a confirmed COVID case within a particular Office, the Head of Office concerned may request from the SRS Director for the conduct of antigen testing.
4. Further, the guidelines on isolation and/or quarantine pursuant to CSC MC No. 2, s.2022 and DOH Department Memorandum No. 2022-0013 must be strictly observed, as follows:

4.1. Updated Quarantine and Isolation Protocols:

| a. QUARANTINE * | | |
|---|--------------------------------------|---|
| 1. Asymptomatic close contact | Fully Vaccinated | at least five (5) days from the date from the date of last exposure |
| | Partially Vaccinated or Unvaccinated | At least fourteen (14) days from the date of last exposure. |
| b. ISOLATION ** | | |
| 1. Asymptomatic case | Fully Vaccinated | At least seven (7) days from positive test (Sample collection date) |
| | Partially Vaccinated or Unvaccinated | At least ten (10) days from positive test (Sample collection date) |
| 2. Symptomatic, suspect, probable or confirmed case with MILD symptoms | Fully Vaccinated | At least seven (7) days from onset of symptoms |
| | Partially Vaccinated or Unvaccinated | At least ten (10) days from onset of symptoms |
| 3. Symptomatic, suspect, probable or confirmed case with MODERATE symptoms | Regardless of Vaccination Status | At least ten (10) days from onset of symptoms |
| 4. Symptomatic, suspect, probable or confirmed case with SEVERE and CRITICAL symptoms | Regardless of Vaccination Status | At least twenty-one (21) days from onset of symptoms |

*Quarantine can be discontinued at the end of the set quarantine period if they have remained asymptomatic during the entire quarantine period regardless if testing has been done and resulted negative for asymptomatic close contacts

** Isolation can be discontinued upon completion of the required days, provided that they shall not develop for fever at least 24 hours without the use of antipyretic medication and shall have improvement of respiratory symptoms.

4.2. Government officials and employees who are identified as close contacts of suspect, probable and/or confirmed case of COVID-19 or those asymptomatic and underwent the required quarantine while waiting for the result of the swab test administered upon him/her or completing the required quarantine as prescribed by the IATF-EID and/or DOH may be required to adopt a Work-From-Home arrangement depending on the nature of work of the employee pursuant to CSC MC No. 18 s.2020.

4.3. Officials and employees who have undergone the required quarantine period shall submit the following upon return to work:

- a. Application for Excused Absence;
- b. Certificate of completion of quarantine issued by the local quarantine or health official and Recovery Certificate;
- c. Copy of barangay contact tracing form for those infected or identified as close contacts of a suspect, probable, and/or confirmed cases of COVID-19 due to personal activities;
- d. Certificate from OCCG as close contact due to performance of official function;
- e. In the absence of certificate issued by the LGU, a Medical certificate signed by the attending physician certifying the required quarantine period has completed and clearing the employee to report back to work, and medical records showing COVID-19 treatment;

- f. Copy of RT-PCR result for those infected or identified as close contacts of a suspect, probable, and/or confirmed cases of COVID-19 during performance of their official functions;
- g. Work-From-Home Accomplishment Report (for those who have granted WFH arrangement during required quarantine period/isolation).

4.4. Authority is hereby given to the Regional Offices to determine the need on whether they will also conduct the regular random antigen swab test to ensure safe working environment.

4.5. Authority is hereby given to the Undersecretary for Support Services to procure Food and Drug Administration-DOH accredited antigen swab test kits to be used by the employees, together with the Job Order Personnel under the Central Office including Personal Protective Equipment (PPEs), gloves, and other medical supplies necessary for the conduct of the antigen testing.

4.6. Any issuance of the IATF, DOH and/or CSC which may lengthen, shorten or affect quarantine and isolation protocols during the effectivity of this DO is hereby adopted.

- 5. Moreover, DPWH employees who are licensed nurses shall assist during the antigen swab testing and will be properly oriented and trained by the UPMO Medical Team.

III. VENUE AND SCHEDULE OF COVID-19 ANTIGEN SWAB TESTING

The regular random COVID-19 antigen swab test will be scheduled on the first (1st) and third (3rd) week of every month at the venues to be identified by the Stakeholders Relations Services (SRS).

IV. LEGAL BASES

- 1. IATF Resolution No. 148-B (A), Series of 2021;
- 2. IATF Resolution No. 149 (B) 6, Series of 2021;
- 3. Section 6, Rule X of the Implementing Rules and Regulations of Republic Act. NO. 11332, or the Mandatory Reporting of Notifiable Diseases and Health Concern Act;
- 4. DOJ Legal Opinion No. 03, Series of 2022

V. EFFECTIVITY

This Order shall take effect immediately.



ROGER G. MERCADO
Acting Secretary

Department of Public Works and Highways
Office of the Secretary



WIN2L10738

10.1 MCRNN/MSV