



CIRCULAR 2021-013

6 AUGUST 2021

(Construction Guidelines during MECQ)

Good Day,

Please be informed that effective on August 6, 2021, House and other related constructions will be permitted in Tokyo Mansions in line with the **DPWH Department Order #30; Dated March 2, 2021 and Order #33 Clarification Letter dated April 14, 2021** in areas under ECQ & MECQ - subject to your agreement of this construction safety guidelines by SFTMHOAI Property Management, aligned with the Inter-Agency Task Force (IATF) guidelines.

a. HOUSE CONSTRUCTIONS:

1. Working hours are from 8:00am to 5:00pm only. (Monday - Saturday). No working hours' extension will be permitted.
2. Persons below 18, above 59, and with comorbidities are not allowed.
3. Proper wearing of face mask and face shield will be strictly enforced. All contractors, workers including suppliers and deliveries, will have their temperature check by SFTMHOAI Security Personnel. Individuals with temperature reading exceeding 37.5 Celsius will not be allowed to enter.
4. All assigned contractor, engineers, workers are required to accomplish health declaration form attesting that they are not experiencing any of the symptoms related to Covid-19 Virus. *Declaration forms shall be submitted to the SFTMHOAI Admin Office.*
5. Contractors shall assign a designated "Covid Safety Officer" (Foreman or the assigned Engineer) to ensure compliance of health and safety protocols, enforcement of set rules, and monitoring workers for any Covid symptoms and shall take the necessary steps and corrective actions when needed and as appropriate.
6. Contractors shall provide a safe and clean "near-site" quarters/barracks outside of the village. No worker/s are allowed to stay overnight.
7. Delivery of materials are allowed only twice per week. Face masks are required for both driver and helper.
8. Only (1) one authorized person will be allowed to coordinate with Admin Office. All business will be conducted outside of Admin office preferably in the lobby area only.
9. Workers shall be confined in their respective construction site all the time. Workers are prohibited in conducting any businesses with any person outside of their work area and may result in possible working suspension. *Proper uniform and wearing of SFTMHOAI ID's are required at all times; No SFTMHOAI issued ID, No Entry. Loitering is strictly prohibited! Transportation of workers from village gate to construction site is required. No foot traffic or bicycling is allowed.*
10. Contractor shall provide disinfection facilities with disinfection materials in their respective project sites in compliance with pertinent DOH and IATF guidelines, to be placed at strategic locations to ensure the safety and welfare of all personnel. Construction site shall be regularly disinfected.

The SFTMHOAI Admin Office will issue a work permit and provide health disclosure form and must be filled out by all construction personnel assigned in the site which must then be submitted back to the HOA admin office by the Contractor's designated Safety Officer.

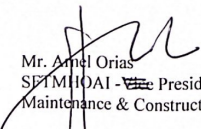
The SFTMHOAI Security personnel and Maintenance Personnel will conduct random inspections of the construction sites, Contractor and workers violating these policies will be immediately notified. SFTMHOAI Management Office may request (1) one random COVID19 test result per month of an assigned worker per construction site. Testing cost is for the account of the contractor. It will be assumed that the status of one worker is the status of all unless proven otherwise by individual tests. This approach is much reasonable than the of testing ALL personnel on a regular basis. In the event that a worker tests positive of COVID19, all construction work will be immediately suspended until further notice.

b. WORK PERMITS FOR HOMEOWNERS:

1. You may now submit a work permit request along with health declaration forms provided by SFTMHOAI Admin.
2. Minimum Health and Safety standards set forth shall be followed for your own safety.

This COVID19 construction protocols and guidelines shall be enforceable until further notice. Any non-compliance or violations will result in automatic suspension of work permit or the NTP authorization. Please be guided accordingly,

Thank you and keep safe.


Mr. Amel Orias
SFTMHOAI - ~~Vice~~ President
Maintenance & Construction Committee Chairman

