



Republic of the Philippines  
**DEPARTMENT OF ENERGY**  
(Kagawaran ng Enerhiya)

DEPARTMENT ORDER NO. DO2020-06-0010 *~*

**ADOPTION OF PUBLIC SERVICE CONTINUITY PLAN (PSCP) ON COVID-19 TO ENSURE CONTINUOUS DELIVERY OF QUALITY PUBLIC SERVICE**

**WHEREAS**, Republic Act (RA) No. 7638, as amended, or the Department of Energy (DOE) Act of 1992 declares the policy of the State to ensure a continuous, adequate, and economic supply of energy with the end in view of ultimately achieving self-reliance in the country's energy requirements;

**WHEREAS**, Section 7 of RA No. 11332 mandates the President of the Republic of the Philippines to declare a State of Public Health Emergency in the event of any epidemic of national and/or international concern which threatens national security for the purpose of mobilizing governmental and non-governmental agencies to respond;

**WHEREAS**, on 16 March 2020, the President issued Proclamation No. 929, Declaring a State of Calamity throughout the Philippines due to the threat and widespread disruption caused by the Coronavirus Disease 2019 (COVID-19);

**WHEREAS**, RA No. 11469 entitled "*Bayanihan to Heal as One Act*" was passed to provide a legal framework for addressing COVID-19;

**WHEREAS**, the Inter-Agency Task Force on Emerging Infectious Diseases (IATF-EID) was mobilized to provide the groundwork in addressing and combating COVID-19;

**WHEREAS**, the DOH issued Administrative Order (AO) No. 2020-0015 entitled "*Guidelines on the Risk-Based Public Health Standards for COVID-19 Mitigation*", applicable to both the government and the private sector which provided the framework to mitigate the spread of COVID-19;

**WHEREAS**, pursuant to DOH AO No. 2020-0015, the DOE issued Department Order (DO) No. 2020-04-0007 entitled "*Providing for Minimum Health Standards for COVID-19 Mitigation to DOE Personnel & Its Workplace and Shared for Application to All Players and Stakeholders in the Entire Energy Industry*", which provided that the DOE may issue additional or supplemental guidelines related to the COVID-19 pandemic, and that the Industries and the Private Sector are required to comply with the risk-based public health standards set by DOH, sector-specific policies and plans by other NGAs, and other relevant rules and regulations;

**WHEREAS**, the DOE AO No. AO2020-05-0001 entitled "*Providing for a COVID-19 Response Protocol in the Energy Sector*" issued on 21 May 2020, provided the specific guidelines to address the internal risks and vulnerabilities of an Energy Agency and follows a general framework to mitigate COVID-19 through 1) Prevention, 2) Detection, 3) Isolation, 4) Treatment, 5) Reintegration in the workforce, and 6) Adopting to the "New Normal";

**WHEREAS**, Section 4.3 of the DOE AO No. AO2020-05-0001 requires the DOE and its attached Agencies to prepare a Public Service Continuity Plan (PSCP) or its equivalent incorporating the COVID-19 Response Protocol;

**WHEREAS**, a PSCP outlines the internal capacities, recovery requirements and strategies of an agency or institution to ensure the continuous delivery of quality public services during an emergency, disaster or any disruption by performing the mission essential functions of the organization;

**NOW, THEREFORE**, in consideration of the foregoing premises, the DOE hereby adopts the **"Public Service Continuity Plan (PSCP) for COVID-19"** and directs all DOE units and personnel to comply with and implement the protocols, measures and strategies in the PSCP, as follows:

### **SECTION 1: SCOPE, APPLICATION AND COVERAGE**

The PSCP shall apply to the DOE Bureaus, Services, Field Offices and Offices, to include those rendering physical office in the DOE premises to include project personnel and external service providers.

The PSCP is applicable in the event of COVID-19 and other related infectious diseases.

### **SECTION 2: BASIC PRINCIPLES**

The PSCP establishes protocols, measures and strategies for managing the immediate consequences of the COVID-19 pandemic in the DOE with the following basic principles:

- a. To safeguard human lives;
- b. To establish effective and sound decision-making and communication actions during incidents;
- c. To reduce dependency on a specific critical function-holder;
- d. To carry on organizational dependability by ensuring quick recovery from disruption and immediate resumption of critical services to the public and other stakeholders; and
- e. To ensure continual improvement of the organization through public service continuity management.

### **SECTION 3: GENERAL GUIDELINES**

3.1. All DOE Units are to ensure the implementation and compliance to the protocols, measures and strategies indicated in the DOE PSCP.



3.2. All Bureaus, Services, Field Offices and Offices are directed to develop an Implementation Plan based on the PSCP.

3.3. The Administrative Services (AS) is hereby directed to ensure compliance to this issuance and shall prepare monitoring toolkits, templates or checklist including feedback mechanisms.

3.4. The TFER shall ensure a harmonized health and safety protocols and crisis response protocols for COVID-19 for the DOE and other agencies holding physical office within the Energy Center compound.

#### **SECTION 4: ADMINISTRATIVE REQUIREMENTS**

4.1. All Bureaus, Services, Field Offices and Offices shall submit an Implementation Plan to the Administrative Services.

4.2. The AS shall consolidate all the status / progress reports of all DOE units and to submit weekly reports to the TFER for submission to the Secretary.

4.3. The TFER, in coordination with AS, to immediately review and update the protocols, measures and strategies within the DOE PSCP in the event of occurrence of a disruption or case related to COVID-19.

#### **SECTION 5: FUNDING OPERATIONS**

Subject to applicable budgetary rules and regulations, the funds to support the implementation of the PSCP shall be sourced from the existing funds of DOE.

#### **SECTION 6: CONSTRUCTION OR INTERPRETATION**

Nothing herein shall be construed as an impairment, restriction or modification of the provisions of the Constitution or existing laws. In the exercise of powers granted in this Order, all concerned officials and personnel must act consistent with other existing laws, rules and regulations.

#### **SECTION 7: SEPARABILITY CLAUSE**

In case any provision in this Department Order is declared invalid, illegal, or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected.

#### **SECTION 8: REPEALING CLAUSE**

Any department issuance, contrary to or inconsistent with this Order is hereby repealed, modified or amended accordingly.

## SECTION 9: EFFECTIVITY

This Department Order shall take effect immediately upon its signing by the Secretary, Department of Energy.

Signed this \_\_\_\_\_ day of JUN 26 2020 at DOE, Energy Center, Rizal Drive, Bonifacio Global City, Taguig City, Metro Manila.

  
ALFONSO G. CUSI  
Secretary



Republic of the Philippines  
DEPARTMENT OF ENERGY  
IN REPLYING PLS. CITE:

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