



May 29, 2020

TO : All MICT Customers, Contractors, Suppliers, Visitors and Port Users

SUBJECT : MICT Protocol for the Prevention and Control of COVID-19

In line with government-issued requirements to protect its citizens and ICTSI's commitment to maintain the health and safety of all its port users, the following preventive measures are to be strictly observed when entering and staying at MICT premises:

1. The "No Mask, No Entry" policy is strictly implemented. Wear your mask at all times.
2. Those entering the Terminal should bring their own PPE (high-visibility vest, safety shoes and hard hat).
3. Those entering the Administration Building and the Engineering Gate shall also be subjected to temperature checks. No one with a body temperature of 37.6 deg C or above shall be allowed to enter. Moreover, those with COVID-19 symptoms and had a close contact with a COVID-19 positive person will likewise not be allowed entry. Please refer to Attachment 1 -- Visitor Entry Protocol -- for proper guidance.
4. All port users are required to accomplish the PPA Entry Form prior to entry. The form can be secured from the Reception Area / Security Personnel at the entrances. Please refer to Attachment 2 for the sample of the form.
5. Sanitize your hands on entering and exiting MICT. Alcohol stations are located in various areas in the Administration Building as well as in the Terminal. Wash your hands frequently.
6. Yellow trash bins are located at the main exit points. Please throw your used face masks, gloves, etc. into these yellow trash bins.
7. Physical distancing is strictly implemented within the MICT especially in queuing areas. Please keep yourself at least 1 meter apart from other people. Do not engage in close contact and avoid handshakes, hugs, or any other similar close contact greetings.
8. Physical distancing is also implemented in shuttle services that follow a one-seat apart scheme. Physical distancing also applies to queues when waiting for the shuttle.



9. When not feeling well, DO NOT ENTER THE MICT. If you suddenly feel unwell while inside the MICT premises, please notify any nearest Security Personnel. Our Security Personnel will assist you to the nearest exit gate and take proper documentation. Seek medical care, proceed to your nearest hospital or Barangay Health Emergency Response Team (BHERT) or call DOH COVID-19 hotline at 02-894-COVID (02-894-26843) and 1555.
10. We encourage meetings and coordination through digital platforms to avoid the face-to-face engagement.
11. There are COVID-19 posters and signages around the area. Please take a bit of time to educate yourself and observe compliance at all times.

These protocols are effective immediately. Anyone who does not follow these protocols will not be allowed entry into MICT.

We value and appreciate your cooperation in complying with these guidelines for the continued safety and wellbeing of all.

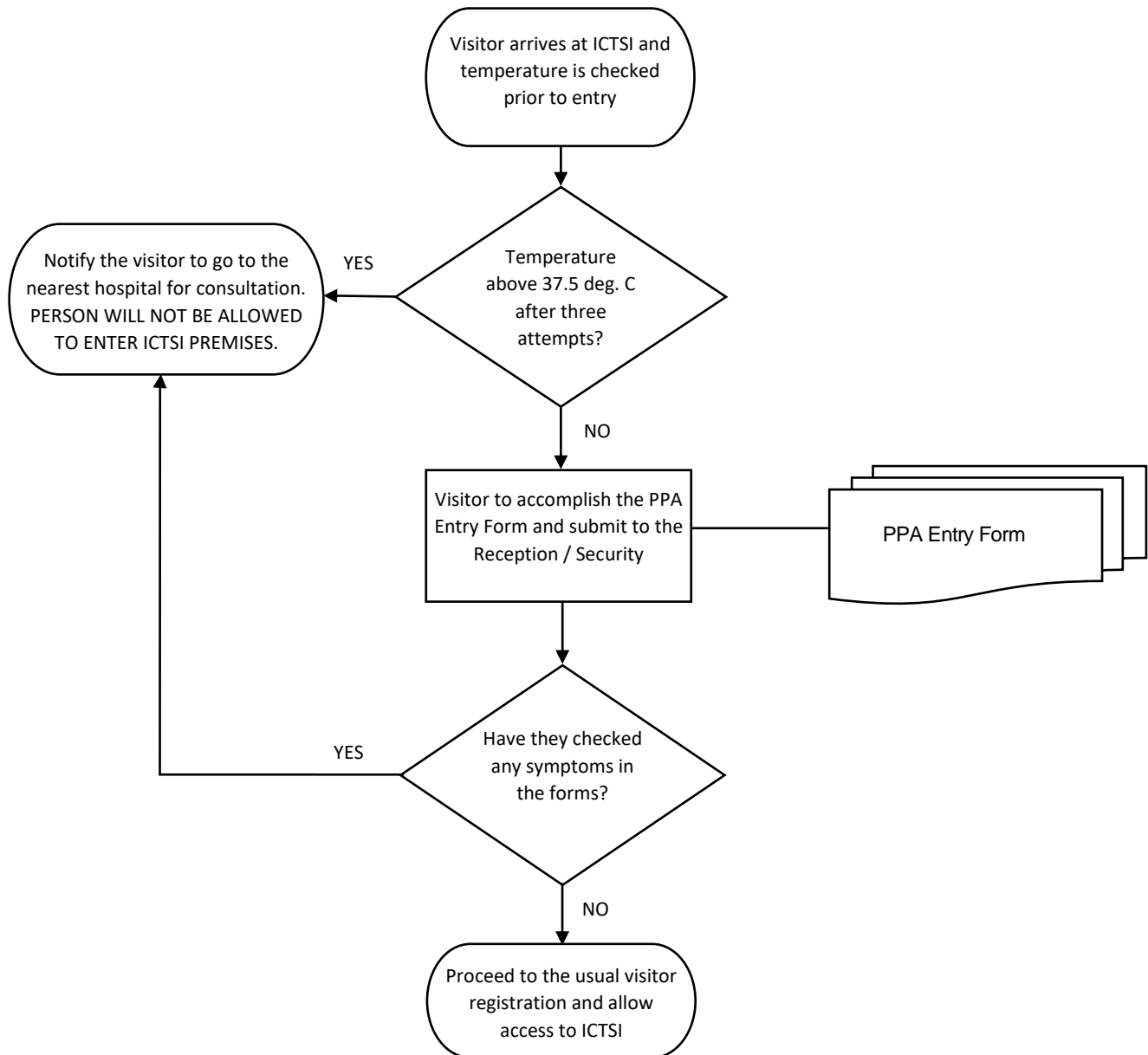
Thank you.

MICT Management

Attachment 1

VISITOR ENTRY PROTOCOL

Prevention and Control of COVID-19



NOTE:

- No Mask, No Entry policy is strictly implemented.
- Bring your own PPE (high-visibility vest, safety shoes and hard hat) if entering the Terminal.
- Please sanitize your hands upon entry and exit.
- Observe physical distancing (1 meter apart) all the time while inside ICTSI premises.



**International
Container Terminal
Services, Inc.**

Attachment 2

PPA Entry Protocol

DATE: _____

NAME: _____

AGENCY: _____

RESIDENCE: _____

STATE YOUR BODY TEMPERATURE UPON ENTRY: _____

PUT A \sqrt MARK IF YOU HAVE THE FOLLOWING CONDITIONS:

FEVER	COUGH	COLDS	SORE THROAT

STATE YOUR TRAVEL POINTS FOR THE PAST WEEK:

DATE	FROM	TO

HOW MANY COMPANIONS YOU HAVE IN YOUR RESIDENCE? _____

*(Consent is hereby given by the
undersigned subject to the provisions of
RA10173 of the Data Privacy Act)*

SIGNATURE