



# Philippine Economic Zone Authority


MEMORANDUM CIRCULAR NO. 2020 014

**TO** : ALL ECOZONE ENTERPRISES  
ALL ECOZONE DEVELOPERS / OPERATORS  
ALL ZONE ADMINISTRATORS /ZONE MANAGERS / OICS

**FROM** : BGen CHARITO B. PLAZA MNSA, PhD  
Director General

**DATE** : 16 March 2020

**SUBJECT** : URGENT PEZA ADVISORY Re COVID-19  
EMERGENCY RESPONSE



All PEZA developers/operators and ecozone locators, are enjoined to take note of the following:

1. To provide shuttle buses so that your workers will not have to take Public Transportation to lessen their exposure.
2. To implement thermal scanning of all in-coming employees/visitors at your respective building premises' entrances and before the workers will board the company-provided shuttle busses/vehicles.
3. To observe social distancing measure to reduce the risk of COVID-19 exposure/transmission.
4. Ecozone locators that ferry their workers to and from the zone may secure a certification from their respective Zone Administrator/Zone Manager that prior thermal scanning has been done on their worker-passengers. This certification can be prominently displayed in the wind shields of their company shuttle busses/vehicles while in transit to avoid redundant thermal scanning that may be conducted by PNP personnel at the designated check points.
5. We encourage use of PEZA stickers in your cargo trucks, company vehicles and personal vehicles of officers and staff for faster access at the checkpoints. PEZA stickers are available at your respective Zone Offices and at the PEZA Head Office.
6. Provide Letter Requests for Exemption from LGUs with curfew hours for the IT/BPO and Manufacturing Companies with Night Shifts.
7. Please coordinate with Zone Managers on emergency measures adopted such as Flexi-time for workers, work-from-home arrangements, transfer of personnel and equipment without prior LOA and other assistance as contained in PEZA Memo 2020-011.

These directives shall take effect immediately and remain as such until superseded by further issuances.

**For strict compliance.**