

MUNICIPAL ORDINANCE NO. 09 - 020 - 065

AN ORDINANCE ENACTING THE SANITATION CODE OF THE MUNICIPALITY OF ORION, BATAAN PURSUANT TO THE LOCAL GOVERNMENT CODE OF 1991 AND OTHER PERTINENT LAWS

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WHEREAS, Republic Act 7160 or the Local Government Code of 1991 empowers the local government units to enact ordinances that redound to the general welfare of its people;

WHEREAS, it is the responsibility of the local government units to ensure the delivery of better health and sanitation services to its constituents;

WHEREAS, there is a need to enact an ordinance that would govern the people's action on all matters related to general hygiene and sanitation;

On the premises of the foregoing, be it

RESOLVED, that the Sangguniang Bayan of Orion, Bataan, in regular session duly assembled, hereby resolves to enact on third and final reading Municipal Ordinance No. 09 – 020 – 065;

Be it ordained by the Sangguniang Bayan of Orion, Bataan, that:

CHAPTER I

GENERAL PROVISIONS

Section 1. TITLE.

This ordinance shall be known as the Sanitation Code of 2009 of the Municipality of Orion, Bataan.

Section 2. COVERAGE.

This Code shall govern all establishments situated within the Municipality of Orion, specifically enumerated in its provisions, and all persons, natural or juridical, entities or agencies involved in activities or related fields specifically made subject of regulation by the provisions embodied in this Code.

Section 3. LEGAL BASIS.

This Code shall be governed by the provisions of the PD 856 or the Sanitation Code of the Philippines, RA 9003 or the Ecological Solid Waste Management Act, RA 8749 or the Clean Air Act, RA 9275 or the Clean Water Act and Ra 7160 or the Local Government Code of 1991 and their Implementing Rules and Regulations.

Section 4. DEFINITION OF TERMS.

Words and phrases used in this Code shall be understood in the sense indicated hereunder:

1. *Abattoir or Slaughterhouse* – the premise approved and registered by the regulatory authority used in the slaughter of animals for human consumption;
2. *Accessory Building* – a detached building or structure in a secondary or subordinate capacity from the main or principal building on the same premises;
3. *Additional Construction in an Establishment* – extension of any structures or rooms in an establishment which requires additional sanitation facilities and amenities.
4. *Adulterated Food* – food that contains any poisonous or deleterious substances in a quantity which may render it injurious to health, or has been processed, prepared, packed or held under in sanitary conditions, where valuable nutrients have been in part or in whole omitted thereof;
5. *Aisles or Passageway* – a space between rows of stalls inside the market utilized as passage by the public;
6. *Ambulant Peddler* – one who sells his wares, commodities or foodstuffs in any place of the market and keeps on traveling and selling his goods from one place to another;
7. *Apartel* – a cottage or unit with one or more rooms distinctly different from a hotel room in such a way that cooking is allowed inside and that complete facilities for such are provided.
8. *Apartment House* – a building containing a number of separate residential suites.
9. *Appliance* – includes the whole or part of any utensil, machinery, instrument, apparatus, or article used or intended for use in or for making, keeping/storing, preparing or supplying of any food;
10. *Article of Bedding* – includes upholstered furniture and filling materials and any mattress, pillow, cushion, quilt, bed pad, comforter, upholstered spring bed, box-spring davenport or day bed, metal couch, metal bed, metal cot, metal cradle, used for sleeping, resting or reclining purposes and any glider, hammock or other substantially similar article which is upholstered in whole or in part.
11. *Bakery, Bake House, Cake Kitchen or Shop and Similar Establishments* – any premises in which breads, pastries, cakes, savorys, or other bakers small goods are baked or cooked for sale and any portion of such premises used for storage of yeast, flour or other ingredients, or used for the kneading or working with dough;
12. *Bathroom* – a room with toilet and bathing facilities;
13. *Boarding House* – a building where selected persons for fixed period of time are supplied with and charged for sleeping accommodations and/or meals. This will include dormitories and other similar establishments.
14. *Carcass* – all parts including viscera of slaughtered cattle, sheep, goats or swine that may be used for human consumption;
15. *Caterer* – any person, firm or corporation maintaining or operating a kitchen or any similar establishment for the preparation, purveying, cooking or processing of food or drink for sale or hired to serve to persons elsewhere;
16. *Chemical Waste* – comprises of discarded solid, liquid and gaseous chemicals. Chemical waste may be hazardous or non-hazardous. It is considered hazardous if it is toxic, corrosive (acids of pH<2 and bases of pH>12), flammable, reactive (explosive, water reactive, shock sensitive), or genotoxic (carcinogenic, mutagenic, teratogenic, or otherwise capable of altering genetic material). It is non-hazardous if it consists of chemicals other than those describe above.

17. *Commercial Laundry* – a type of laundry utilizing mechanized equipment, specialized facilities, and trained personnel to perform the operation. The service is charged with a fee. There are several types of commercial laundry depending on its specialization.
18. *Condominium* – a building with one or more storey composed of multi-unit residential suites under the joint ownership of occupants, each unit provided with complete sanitary facilities, utilities and other amenities.
19. *Contamination* – the presence of infectious or non-infectious agent in an inanimate article or substance;
20. *Dairies* – establishments for the production, sale or distribution of milk or milk products such as butter or cheese;
21. *Detergent* – any of the various surface-active agents used in removing dirt or other foreign matter from soiled surfaces such as clothes and linens and retaining it in suspension.
22. *Diaper Supply* – a type of laundry which exclusively supplies clean diapers for babies. The customers may own the diapers and use the service for laundering or rent the diapers along with the service.
23. *Dry Cleaning* – a process of removing dirt and stains from linens, leathers, fabrics and furs using liquid solvents other than water.
24. *Egress* – an arrangement of facilities to assure a safe means of exit from a building;
25. *Establishment* – a collective term construed to include hotel, apartel, motel, boarding house, tenement house, apartment house, dormitory, inn, lodge, condominium and other similar establishments;
26. *Food* – any raw, cooked or processed edible substances, beverages or ingredient used or intended for use or for sale in whole or in part for human consumption;
27. *Food Cart* – a non-enclosed, movable food stand, with or without wheels, selling take-out foods and/or drinks such as bread, pastries, cakes, bottled or canned drinks or in mechanical dispensers, and usually located in the fast food areas of malls, atriums, shopping complex or multi-purpose establishments;
28. *Food Establishment* – an establishment where food or drinks are manufactured, processed, stored, sold or served, including those that are located in vessels;
29. *Food Establishment Operator* – any person who by ownership or contract agreement is responsible for the management of one or more food establishments;
30. *Food Handler* – any person, who directly handles, stores, prepares, serves and/or sells food, drinks or ice and who, in the process, comes in contact with any eating or cooking utensils and food vending machines;
31. *Food Manufacturing* – any activity pertaining to the processing and/or making of foods or drinks, such as that undertaken by bakeries or bake shops, processed meat plants, soft drink or fruit drink companies;
32. *Food Stall* – a permanently constructed food both with partition walls, dividers or equivalent, with food showcases and food displays, counters, with or without kitchen, selling cooked meals or snack foods and usually found in fast food areas of multi-purpose establishments. They are sometimes referred to as self-service restaurants;
33. *Food Service Establishment* – any food establishment serving food or drinks that may or may not have been prepared elsewhere, such as coffee shops, canteen, panciteria, carinderia, fast food, refreshment parlor, snack bar, night clubs and other similar establishments found in hospitals, schools, office buildings and the like;
34. *Foot Candle* – a unit of illumination on a surface that is everywhere one foot from a uniform source of light of one candle and equal to one lumen per square foot. One foot candle is equal to 10.76 lux.

35. *Function Room* – a room in a hotel or other similar establishments rented for public or social ceremonies or gathering or festivities or other forms of entertainment.
36. *Furniture* – movable items used in all establishments, such as tables, chairs and benches;
37. *Garbage Depository* – a temporary disposal point for refuse before being collected for final disposal;
38. *Grocery* – where staple food articles commonly called “groceries” are handled and sold;
39. *Guest* – the occupant of a hotel/motel and other boarding and lodging rooms.
40. *Health Certificate* – a certification in writing, using the prescribed form, and issued by the municipal or city health officer to a person after passing the required physical and medical examinations and immunizations;
41. *Heated Water* – water heated to a temperature of not less than 49°C (120°F) at the outlet.
42. *Homeowner* – any owner, lessee or any person who is residing in or occupant of and/or who holds any title or interest in a real property classified as residential or used as a dwelling place;
43. *Hotel* – a building, edifice or premises or a completely independent part thereof, which is used for the regular reception of transient guests, accommodation or lodging of travelers and tourists, and the provisions of services incidental thereto for a fee;
44. *Infestation* – the presence within or around a building of any insect, rodent or other pests;
45. *Laboratory* – an accredited facility equipped with testing equipment and materials that is duly authorized and accredited to perform any or specific test or examinations;
46. *Laundromat* – a type of neighborhood laundry establishments, which provides coin-operated washing machines, dryers and other laundry facilities.
47. *Lettable Room* – any room or rooms in an establishments intended for the use or occupancy of any of its guest for a fee;
48. *Linen* – includes sheets, tablecloths, and other similar materials;
49. *Linen Supply* – a type of laundry which supplies uniforms and other linens to such customers as offices, restaurants, hotels, motels, manufacturing plants, automotive shops, and hospitals, It also supplies linens such as shop towels, dust mops, dust rags, and other dust control items used in industry and other businesses.
50. *Lobby* – a foyer or an anteroom or a waiting room furnished with lounges, chairs or sofas where guests can register;
51. *Local Environmental Compliance Certificate* – a document issued by the Department of Environment & Natural Resources (DENR) certifying that based on the representation of the project proponent, as reviewed and validated by the appropriate agency, the proposed project or undertaking will not cause a significant negative environmental impact and the proponent has complied with all the requirements;
52. *Local Government Unit* – the local political subdivision which refers to the province, city, municipality or barangay;
53. *Local Health Authority (LHA)* – any official or employee responsible for the application of a prescribed health measure in a local political subdivision.
For the municipal level, the local health authority is the Municipal Mayor.
54. *Local Health Officer* – the Municipal Health Officer;
55. *Lodging House* – a building where persons are supplied with and charged for sleeping accommodations only. This will include inn, lodge, cabin, cottage, resort, spa, cabaña, club, pension house, hostel and all other

- similar establishments not classified as hotel by the Department of Tourism;
56. *Market* – a public place where commodities as foodstuffs, wares, etc., may be bought or sold;
 57. *Market Administrator or Master* – a representative of the Municipal Mayor, who acts as the officer-in-charge of the market where he is assigned. He has direct supervision over the employees of the market.
 58. *Meat* – the edible part of the muscle of cattle, sheep, goats or swine which is skeletal or which is found in the tongues, in the diaphragm, in the heart or in the esophagus, with or without the accompanying or overlying fat, and the portions of bones, skin nerve and blood vessels which normally accompany the muscle tissue and which are not separated from it in the process of dressing;
 59. *Meat by-product* – any edible part other than meat which has been derived from cattle, sheep, goat, or swine whether boned or boneless and whether ground or underground to which no other ingredient has been added;
 60. *Misbranding* – indicates all possible conditions of fraud, mislabeling, imitation or misrepresentation of food products;
 61. *Motel* – a roadside hotel consisting of private cabins usually intended for motorists.
 62. *Municipality* – the Municipality of Orion, Bataan;
 63. *Night Club* – establishment open during the night usually serving liquor and food, providing entertainment or music and space for dancing;
 64. *Permissible Occupancy* – the maximum number of individuals permitted to stay in a hotel/motel room or similar establishment room.
 65. *Piggery Farms* – any parcel of land devoted to raising or breeding of pigs/swine;
 66. *Plucking* – dressing of poultry animals;
 67. *Poultry* – domestic fowls collectively;
 68. *Poultry Farms* – plot of land devoted to the raising of domesticated fowls which serve as sources of eggs and meat for human consumption;
 69. *Privacy* – the existence of conditions in hotels and other similar establishments which will permit its guest to carry out an activity without interruption and/or interference either by light or sound.
 70. *Public Laundry* – a laundry established and operated for, and opens to the public and/or to an exclusive clientele.
 71. *Public Market* – a place designated by the Municipal Government where dry and wet goods and commodities, perishable and non-perishable, are sold;
 72. *Offal* – part of internal organs of a slaughtered animal;
 73. *Readily Perishable Food* – any food of such type or in such condition as may be spoil and which consists in whole or in part of meat, poultry, fish, shellfish, milk or milk products, eggs or other ingredients capable of supporting the progressive growth or micro-organisms which can cause food infection or food intoxication. This does not include products in hermetically sealed containers processed by heat to prevent spoilage, and dehydrated, dried or powdered products so low in moisture content as to produce development of micro-organisms;
 74. *Refuse* – term for all solid waste products;
 75. *Restaurant* – coffee shops, canteens, panciteria, bistro, carinderia, fast food, refreshment parlors, cafeteria, snack bars, cocktail lounge, bars, disco, night club, food kitchen caterer's premises and all other eating or drinking establishments in which food or drink is prepared for sale elsewhere or as part of a service of a hospital, hotel, motel, boarding house, institution caring for people and other similar establishments;
 76. *Room Service* – any service or thing supplied and delivered to the guest rooms such as food, drinks, sundries, etc.

77. *Safety* – the condition of being free from danger and hazards which may cause injuries or diseases.
78. *Sanitation Inspector* – an officer employed by the national, provincial, city or municipal government, who enforces sanitary rules, laws and regulations and implements environmental sanitation activities;
79. *Sanitary Engineer* – a person duly registered with the Board of Examiners for Sanitary Engineers (RA 1364) and who heads the sanitation division or section or unit of the provincial/city/municipal health office or employed with the Department of Health or its regional field health units;
80. *Sanitary Permit* – the certification in writing of the city or municipal health officer or sanitary engineer that the establishment complies with the existing minimum sanitation requirements upon evaluation or inspection conducted in accordance with Presidential Decrees No. 522 and 856 and local ordinances;
81. *Sanitize* – an effective bactericidal treatment to render surfaces of utensils and equipment free of pathogenic microorganisms;
82. *Sari-Sari Store* – a convenient store where a variety of food and food materials and other household merchandise are sold in small scale;
83. *Scalding* – cleaning and removal of hides, feather or hair accompanied with boiling water or steam;
84. *Secretary* – the Secretary of Health;
85. *Sectioning or Zoning* – grouping together in one section or zone in the market the same or similar commodities, goods or foodstuffs offered for sale;
86. *Single Service Articles* – straws, cups, toothpick, chopsticks, containers, lids or closure, plates, knives forks, spoons, stirrers, paddles, placemats, napkins, doilies, wrapping and packaging materials and all other similar articles which are made wholly or in part from paper, paperboard, molded pulp, foil, wood, synthetic, and other readily destructible materials which are intended to be discarded after use;
87. *Soil* – visible dirt or debris such as organic matters, organic substances which may protect harbor or assist the growth of microorganism.
88. *Solid Waste/Refuse* – all organic or inorganic non-liquid and non-gaseous portions of the total waste mass. It consists of all putrescible and non-putrescible solid materials except for body waste.
89. *Solid Waste Management* – an integrated system, approach or process on the generation, segregation, storage, collection, transport, processing, recycling, recovery and final disposal or containment of solid waste.
90. *Solvent* – a common term of liquid substance used in dry cleaning process in place of water.
91. *Stall* – an open compartment of area designated for the sale or display of commodities, including food products;
92. *Stallholder* – one who has been granted the right to use a stall or more, where he can display or sell his goods, commodities or foodstuffs;
93. *Sterilization* – any chemical or physical process which kills and destroys all microorganisms.
94. *Tenement House* – a building or portion thereof which is leased or sold to an occupant as residence by a number of families but living independently of one another and having a common right in the use of halls, stairways, terraces, verandas, toilets and baths.
95. *Tonsorial and Beauty Establishment* – includes barber shops, beauty parlors and other establishments engaged in the physical make-over of an individual;
96. *Utensils and Equipment* – any kitchenware, tableware, glassware, cutlery, containers, stoves, sinks, dishwashing machines, tables, meat blocks and other equipment used in the storage, preparation, distribution or serving of food;

97. *Vendor* – any person who sells goods, commodities or foodstuffs, etc;
98. *Vermin* – a group of insects or small animals such as flies, mosquitoes, cockroaches, lice, bedbugs, mice and rats which are vectors of diseases;
99. *Viscera* – soft interior part of the body;
100. *Water Refilling Station* – establishment that refills and/or sells potable water to the public;

CHAPTER II

HEALTH CERTIFICATE

Section 5. No person shall be employed in any food establishments, food manufacturing, water refilling stations, beauty parlors, barbershops, medical and dental clinics, funeral parlors, resorts and other establishments situated in the Municipality of Orion and covered by regulations under this Code without securing first a Health Certificate from the Municipal Health Office.

Section 6. Applicants for Health Certificates as required in this Code shall undergo the following tests and radiologic examination and submit the original results of the tests to the Municipal Health Office:

- Fecalalysis
- Urinalysis
- Complete Blood Count
- Chest X-ray
- Hepa Profile

Food Handlers are likewise required to undergo Hepatitis A and Typhoid Vaccines while Non Food Handlers are required to undergo Hepatitis B Vaccine.

Results of the laboratory tests shall not be dated more than a week old when presenting the same to the Municipal Health Office for the issuance of health certificate.

Section 7. All applicants for Health Certificate shall attend a Health and Sanitation Seminar to be conducted by the Municipal Health Office.

Section 8. All applicants for health certificate may elect to undertake the laboratory tests and radiologic examinations required under Section 6 hereof in any reputable laboratory or at the Municipal Health Laboratory.

Section 9. The Health Certificate shall be valid until the end of the current year and shall be renewed every year.

Section 10. Health certificates are non-transferable.

CHAPTER III

FOOD ESTABLISHMENTS AND FOOD MANUFACTURERS

Section 11. SCOPE. The subsequent sections shall apply to all food establishments, food manufacturers and facilities including those located in vessels, food containers and vehicles, and food sold in the streets.

Section 12. SANITATION REQUIREMENTS FOR OPERATING A FOOD ESTABLISHMENT.

No person or entity shall operate a food establishment for public patronage without securing a Sanitary Permit.

Section 13. APPLICATION OR RENEWAL OF SANITARY PERMIT.

1. The application or renewal of Sanitary Permit shall be filed with the Municipal Health Office.
2. Sanitary Permit shall be issued only upon compliance to at least a satisfactory rating and existing sanitation standards for food establishments.

Section 14. SANITARY PERMIT FEES.

Fees shall be paid upon application, renewal and noting of sanitary permits. The amount of fees shall be set through municipal ordinance.

Section 15. NOTING OF PERMIT.

Within 14 days after any change in the ownership or occupancy of any food establishment, the new occupant shall apply to the Municipal Health Office to have such change noted in the records and permit certificate which he shall produce for the purpose and shall pay the corresponding fee in respect of such noting.

Section 16. VALIDITY OF SANITARY PERMIT.

The permit shall be valid for one (1) year, ending on the last day of December of each year, and shall be renewed every year. However, for new food establishments, the validity of the Sanitary Permit will also expire at the end of December of the current year.

Upon the recommendation of the Municipal Health Officer, the Sanitary Permit may be suspended or revoked by the Municipal Mayor upon violation of any sanitation rules and regulations.

Section 17. POSTING OF SANITARY PERMIT.

The Sanitary Permit shall be displayed in a conspicuous place in the food establishment, food manufacturing establishment and public market at all times and shall be available for inspection by health and other regulatory personnel. Every stall-owner in the public market shall secure individual Sanitary Permits.

Section 18. RECORD OF PERMIT CERTIFICATES.

The Municipal Health Office shall keep a record of all establishments in respect of which permits have been issued and all permit certificates and renewal thereof.

The record shall, in every case, show the following.

- i. The name and address of the holder of the sanitary permit who in every case shall be the actual occupier of the establishment.

- ii. The location of the establishment;
- iii. The purpose or purposes for which the permit has been issued;
- iv. The date the first permit was issued and the dates of any renewal thereof;
- v. Every change of occupation and management of an establishment since the first permit was issued;
- vi. Conditions under which the permit was issued or any renewal thereof granted; and

The record shall be available at all reasonable times for inspection by any officer of the Department of Health or Municipal Health Office.

Section 19. HEALTH REQUIREMENTS FOR FOOD HANDLERS.

Food handlers shall observed good personal hygiene and practices such as:

1. Wearing clean working garments and hair restrain;
2. Washing hands, arms and fingernails before working. Such washing must be repeated during working hours and after smoking, visiting the toilet, coughing or sneezing into hands, or as often as may be necessary to remove dirt and contaminants;
3. Cooks/Bakers shall wear clean working garments and should have hairnets/hair restraints, caps and aprons.
4. No food handler with long fingernails or with manicured fingernails shall be allowed to work.
5. Using chewing or smoking tobacco in any form while engaged in food preparation or service, or while in the equipment and utensils washing or food preparation areas is not allowed.
6. No person shall be allowed to work in food handling and preparation while afflicted with a communicable disease or a carrier of such disease, which includes boil or inflicted wounds, colds or respiratory infection, diarrhea or gastrointestinal upsets, and other related illnesses.
7. The manager or person-in-charge of the establishment shall notify the Municipal Health Officer or the company physician if any, when any employee is known to have a noticeable disease.

Section 20. QUALITY AND PROTECTION OF FOOD.

All foods must be obtained from sources approved by the Municipal Mayor. In this regard, the following requirements are applicable:

1. All meats shall come from duly licensed slaughterhouses inspected and approved by the veterinarian or the regulatory authority. Processing of meat products shall be done as per existing regulations and in an approved manner.
2. All livestock products sold or used in any food establishment, food manufacturing or public market shall bear the stamp of inspection by an authorized abattoir.
3. Injection of water and/or formaldehyde (formalin) and/or application of coloring agents to fresh or frozen livestock and poultry products are strictly prohibited.
4. Fish, shrimps, prawns, shellfish, seaweeds, and other sea foods, brackish water foods, surface water foods and foods from aquaculture farms or ponds shall not come from sources in any manner polluted by sewage, chemicals, radioactive waste and other toxic substances.
5. Vegetables and fruits shall come from safe sources where the soil is not contaminated by night soil, sewage and toxic chemicals.

6. No meat products, fish, vegetables and other food shall be procured from sources or areas known to have been affected by radioactivity as for example, areas contaminated with large amount of radioactive fallout.
7. All milk and milk products shall come from approved sources and shall meet the standards and quality established by the regulatory authority.

Section 21. TRANSPORTING OF FOOD AND FOOD MATERIALS.

1. All food and food materials shall be transported in sanitary transporting facilities inspected and approved by the Municipal Health Officer. In the transport of food, all food shall be in covered containers, wrapped or packed, so as to be protected from contamination. All readily perishable foods shall be kept at 7°C (45°F) or below; or 60°C (140°F) or above during transport, as the case maybe.
2. Readily perishable food and food materials transferred to another town, city, province or region in commercial quantity or intended for public consumption shall be accompanied by a Transfer Permit issued by the Municipal Health Officer. Fees for the issuance of the certificate shall be set through a municipal ordinance.
3. Exporting and importing of food and food materials shall be covered by existing regulations of the Food and Drugs Administration (FDA) and other regulatory agencies.

Section 22. PREPARATION, STORING AND SERVING OF FOOD/DRINK.

1. All food while being displayed, stored, prepared, served or sold shall be protected from contamination such as dust, flies, rodents and other vermins.
2. All meats, fish, shellfish, shrimps, prawn and other sea, brackish water, surface water or aquaculture food products shall be properly washed before being cooked or served.
3. Suitable utensils shall be provided and used to minimize handling of food at all points where food is prepared.
4. Fruits, vegetables, seaweeds, etc. used for salads should be fresh and free from bruises, dirt and shall be prepared with a minimum hand contact and on surfaces and with utensils which have been sanitized prior to its usage.
5. Milk should be stored in a refrigerator. Canned or packaged milk, other than dry milk powders shall be refrigerated after the container has been opened.
6. All readily perishable foods shall be stored at 7°C (45°F) or below.
7. Food to be served cold shall be kept at a temperature below 7°C (45°F).
8. Cooked food intended to be served hot shall be kept at a temperature not lower than 60°C (140°F) and if possible be placed over hot conveyor or food warmer to keep it hot.
9. Raw fruits and vegetables shall be thoroughly washed with disinfecting solution if necessary before they are used and cooked.
10. Tongs, forks, spoons, spatulas, scoops, chopping boards and other suitable utensils shall be provided and used by the employees to reduce hand contact with food to a minimum.
11. Cracked/chipped glasses, cups should be discarded.

Section 23. All food establishments and food manufacturers are required to use iodized salt in their food preparation in accordance with Municipal Ordinance No. 02 – 020 – 031.

Section 24. All food establishments shall undergo monthly bacteriology testing of their ice and water supply.

Section 25. The ice supply of food establishments must come from ice plants with Sanitary Permits. Ice plants are subject to the requirements for water facilities.

Section 26. The following are requirements for the issuance of a Sanitary Permit for food establishments and food manufacturers:

- Vermin abatement program
- Receipt for payments of Sanitary Permit Fee
- Bacteriological Examination of water source

Section 27. No animals are allowed inside food establishments, except bomb – sniffing dogs or K9 on service or on duty.

Section 28. Smoking cigarettes is strictly prohibited in all enclosed and air-conditioned food establishments and food manufacturing establishments. They, may, however, provide a separate area where cigarette smoking may be allowed; Provided that the smoking area is completely separated by a wall to prevent cigarette smoke from permeating into the non – smoking area and/or is in an open area and/or is provided with ample exhaust system.

CHAPTER IV WATER RETAILERS AND REFILLING STATIONS

Section 29. Any person engaged in the trade and distribution of purified and/or mineral water is required to comply with the following conditions:

1. Submit for inspection by the Municipal Health Office water samples for laboratory test every month, on an unscheduled basis;
2. Make available all the materials needed in the purification and/or purified water processing to the Health personnel who will conduct an on-the-spot inspection.

Section 30. All water retailers and refilling stations are required to secure a Certificate of Water Potability from the Municipal Health Office.

Section 31. It shall be the obligation of the Municipal Health Officer to issue certification to the retailer/owner as to the potability of the water sold by the establishment.

CHAPTER V MARKETS

Section 32. SCOPE. This Chapter shall govern the rules and regulations to be observed in duly accredited private – owned markets to be established in the Municipality of Orion.

The Municipality shall endeavor to improve the facilities and services at the existing public market to conform to the standards set forth under this Chapter.

Section 33. APPROVAL AND PERMIT.

- a. No market shall be established or altered until the plans for and location of the same has been approved by the Municipal Mayor or his duly authorized representative.
- b. It shall be unlawful for any person, firm, or establishment to operate a market without a sanitary permit from the Municipal Health Office. This permit may be suspended or revoked by the Municipal Health Officer upon violation of any provision of this Rules and Regulations. It shall be valid for one (1) year from the date of issuance and shall be renewed every year.

Section 34. HEALTH CERTIFICATE.

No person shall be employed in the market, who may handle, process and serve food materials, foodstuffs and food without an up-to-date health certificate issued by the Municipal Health Office. This health certificate shall be renewed every year or more often as required.

Section 35. PRESCRIBED STANDARDS OF CONSTRUCTION.

- a. **Suitability of Site** – The site shall be located at least 50 meters from school, religious institutions, public gathering places, and public offices, etc. It shall be easily accessible to the public and conveyances or vehicles.

The site and area shall be considered in relation to future municipal development plan.

- b. **Building Construction** – It shall be of adequate size as to allow smooth flow and convenient movement of both stallholders and customers, or the public. The materials for construction shall be durable and resistant to wear and corrosion.
 1. The floor shall be of impervious material and of such construction and finish as will make it readily and thoroughly cleaned. It shall be provided with adequate slope and sufficient number of floor-drains especially in the fish, vegetable entrails and cooked food section.
 2. The walls and partitions shall be of impervious materials to a height of not less than 1.22 meters (4ft.) from the floor, of such construction and finish as will make them easily cleaned.
 3. Tables and display counters of stalls for food section, meat (entrails) section, shall be of impervious materials and of such construction and finish as will make them easily cleaned. It shall be likewise provided with adequate and approved table-drain and piped-water supply facilities.
 4. Roofing-market buildings shall be provided with adequate roof which should provide vendors and customers' protection from hazards of the elements.
- c. **Sectioning or Zoning** – The market shall be divided into different sections such as dry goods section, groceries section, meat and meat products, seafoods, vegetables, cooked food section, fruits, etc.

- d. **Stalls** – Every section shall be provided with stalls. Fish and meat stalls shall be elevated at least 2.5 feet from the floor.
- e. **Fly-proof Facilities** – It is recommended that the entire market be made fly-proof. However, if such is not possible, fly-proof facilities shall be provided to those stalls where commodities, being cold, attract flies.

Section 36. SANITATION REQUIREMENTS.

a. Water Supply:

- 1. There shall be sufficient supply of safe potable water in the market either from the public main or from an approved source.
- 2. There shall be ample running water for cooked food stalls, fish and entrails stalls.
- 3. There shall be enough number of water pipe outlets for easy cleaning of the market and its premises.

b. Drainage Facilities:

- 1. There should be sufficient drainage facilities in the market and its premises.
- 2. One floor drain shall be provided in every 500 sq. ft. of floor area. Slope shall not be less than ¼ inch per foot to the drainage inlet.
- 3. Sewer line from toilets and urinals shall not be connected with drainage line in the market.
- 4. Pipe diameter for drainage purpose shall not be less than 6 inches.
- 5. Floor drain shall be provided with P or S traps.

c. Lighting and Ventilation:

There shall be adequate lighting and ventilation (natural and/or artificial) in all sections.

d. Solid Waste Disposal:

Adequate number of approved type of solid waste containers shall be provided and strategically located within the market building and its premises.

e. Toilet Facilities:

Adequate number of toilet facilities shall be provided for each as per the following proportions:

1 water closet & urinal	-	for every 100 males
1 water closet	-	for every 50 females

Adequate hand washing facilities shall be provided within or adjacent to toilet rooms equipped with soap and clean towels or disposable toilet papers/napkins at all times.

Section 37. OPERATION.

- a. It shall be the responsibility of the owner or whoever is in-charge of the market to provide the necessary personnel, equipment and supplies for cleaning and maintenance of the building and its premises.
- b. It shall be the responsibility of stall holder or vendor to keep his stall clean at all times.
- c. Vendors in the food section shall provide sufficient equipment and utensils to process, handle and display food materials in a clean and sanitary manner. Those utensils, equipment and containers shall be sanitized after each use.
- d. All food vendors shall possess an up-to-date health certificate and clipped on the upper left front of the garment.
- e. Peddlers and hawkers shall not be allowed to display and ply their trade on the market aisles and sidewalks in or around the market place.
- f. Garbage or trashes shall be temporarily stored in garbage depository and collected on time scheduled by the municipal collections system.
- g. An organized insect and rodent control program shall be maintained continuously by the market owner under the guidance of the market master or superintendent.
- h. No obstruction of any kind shall be allowed on aisles of passageways which should not be utilized for other purposes than the smooth flow of customer.
- i. Cooking shall not be allowed inside the market. However, heating food for sale in the food section may be allowed provided it will not cause nuisance to others and pose as fire hazard. The use of open fire for heating food shall not be allowed.
- j. Astray domestic animals shall not be allowed inside the market. Keeping of animals or fowls not intended for sale is also prohibited.
- k. Market stalls or other portions of the market shall not be utilized as living or sleeping quarter. There shall be no construction of partitions, sheds of booths within the market area.

Section 38. RESPONSIBILITY OF MUNICIPAL HEALTH OFFICE.

1. Make periodical sanitary inspection to ascertain the maintenance of adequate sanitary conditions of markets and their premises.
2. Enforce the requirements of pertinent provisions of the Code on Sanitation and of its rules and regulations.

Section 39. RESPONSIBILITY OF THE MARKET ADMINISTRATOR/MASTER.

1. Supervise and control the proper care and use of market stalls.
2. Prohibit the construction of living quarters within the market and its premises.
3. Enforce the ban on construction of partitions, sheds or booths within the market area.

CHAPTER VI

ABBATOIR/SLAUGHTERHOUSE

Section 40. SCOPE. This Chapter shall govern the rules and regulations to be observed in duly accredited private – owned abattoirs or slaughterhouses to be established in the Municipality of Orion.

The Municipality shall endeavor to improve the facilities and services at the existing municipal slaughterhouse to conform to the standards set forth under this Chapter.

Section 41. APPROVAL AND PERMIT.

- a. No slaughterhouse shall be established or altered until the plans for and location of the same are approved by the Department of Health or his duly authorized representative and duly accredited by the National Meat Inspection Commission (NMIC) or representative.
- b. It shall be unlawful for any person, firm or establishment to operate a slaughterhouse without a sanitary permit from the Department of Health or his duly authorized representative. Such permit may be suspended or revoked by the Department of Health or his duly authorized representative upon violation of any provision of these rules and regulations. It shall be valid for one year after date of issuance and shall be renewed every year.

Section 42. HEALTH CERTIFICATE AND OCCUPATIONAL PERMIT REQUIREMENTS.

No personnel of the abattoir engaged directly in the production, preparation or handling and transporting of meat and meat products shall be employed without a valid Health Certificate issued by the Municipal Health Office.

Likewise, personnel employed by individual meat vendors as butchers and assistant butchers shall be required to secure health certificate aside from Occupational Permit required under Municipal Ordinance No. 94 – 020 – 010, “An Ordinance Regulating the Operation of Municipal Slaughterhouse and Slaughtering of Animals”.

Section 43. PRESCRIBED STANDARDS OF CONSTRUCTION.

The construction of slaughterhouses shall conform to standards prescribed by the Department of Health and the National Meat Inspection Commission.

a. **Suitability of Site**

The site or location shall be at least 300 m. from residential area, schools, churches and places of assembly, courts or public office. It should be accessible to transportation.

b. **Dimension of Slaughter Area**

The minimum size of slaughtering area for new or extensively altered slaughterhouses for animals of the following types shall be as follows:

1. Hog slaughtering only, 21 sq. m. (225 sq. ft.)
2. Beef slaughtering only, 22.30 sq. m. (240 sq. ft.)
3. Hog and beef slaughtering, 27.88 sq. m. (300 sq.ft.)

These dimensions are only minimum, and when the number of animals to be killed warrants it, the size shall be appropriately increased.

c. **Dimension of offal cleaning area**

The minimum size of offal cleaning area for new or extensively altered slaughterhouses of the following type shall be as follows:

1. Hog slaughtering only, 9.3 sq. m. (100 sq. ft.)

2. Beef slaughtering only, 18.6 sq. m. and
3. Hog and beef slaughtering, 18.6 sq. m.

d. **Durability of Construction**

The materials of construction used shall be durable and resistant to wear and corrosion.

1. The floor shall be of impervious materials of such construction and finish as will make them readily and thoroughly cleaned.
2. The walls, partitions, posts, doors and other parts of the workrooms shall be of impervious materials to a height of at least 1.82 meters (6 ft.) from the floor and/of such construction and finish as will make them readily and thoroughly cleaned.
3. The ceilings may be of lumber or other materials suited for the purpose but must be of sufficient height to permit carcasses or hang such that they do not contact the floor.
4. The holding pens of the slaughterhouse where animals are confined before slaughter shall not be on windward side of the slaughterhouse and shall be constructed of sufficient strong materials to safely hold any animal that maybe brought for slaughter. The pen shall be constructed as to permit proper ante mortem inspection and facilities, such as a “squeeze” chute for beef animals, so that individual animals may be closely examined when necessary. When slaughtering is conducted after sunset or better sunrise, sufficient artificial lighting shall be provided to permit proper ante mortem inspection.
5. The building and any portion thereof shall at all times be properly repaired and maintained in good condition.

Section 44. SANITARY FACILITIES.

a. **Water Supply**

There shall be ample supply of water whether public or private which satisfies the Philippine National Drinking Water Standards and sufficient to meet the water requirements in the slaughter of hogs, cattle and other animals and for effective cleaning. Both hot and cold and hot water under adequate pressure shall be available during operation. All slaughterhouses shall be provided with adequate and approved type of sanitary facilities which include: water faucets, wash basins, lavatories, toilets and bath facilities.

b. **Drainage Facilities and Sewage Treatment**

There shall be an efficient drainage and plumbing system for the establishment and premises to collect all liquid wastes incidental to the operation and properly connected to an approved sewage treatment and disposal system or to the municipal sewerage system. The plumbing system shall be in accordance with the National Plumbing Code. It shall be maintained in good condition and state of repair. It is prohibited to connect toilet drainage with abattoir drainage within the slaughterhouse premises.

c. **Toilet Rooms**

Durable, legible signs shall be posted or stenciled conspicuously in each employee’s toilet room directing employees to wash their hands with soap before returning to work.

d. **Storage Spaces**

Storage spaces shall be kept clean and free from objectionable odors. All items shall be stored above the floor on solid or slatted shelves, movable dollies or pallets, or equal or in cabinets. Shelves in storage rooms should be constructed approximately one inch from the wall to eliminate narrow cracks for roaches, and the bottom shelf should be approximately 60 cm. (15 inches) above the floor or otherwise arranged so as to permit thorough cleaning. Shelves shall not be covered with paper, cardboard, oilcloth, or other absorbent material.

e. **Ventilation and Illumination**

There shall be abundant light, natural and/or artificial, and sufficient ventilation for all rooms and compartments, to ensure sanitary conditions.

Section 45. SANITARY REQUIREMENTS.

- a. The rooms and compartments used for edible products shall be separate and distinct from those used for inedible products and there shall be separate exit for meat and offal.
- b. The rooms and compartments in which any meat or meat food product is prepared or handled shall be free from odors from dressing and toilet rooms, catch basins, hide cellars, casing rooms, inedible tank and fertilizer rooms and holding pens.
- c. No animals or fowls except those for slaughter shall be permitted in the slaughter house. No pigs, swine or other animals shall be permanently kept in the premises of any slaughterhouse.
- d. Rooms, compartments, places, used for preparing and or storing any meat or meat food products and all other parts of the establishments shall be kept clean and sanitary.
- e. No parts of the establishment shall be used for domestic purposes.
- f. Under no circumstances shall the carcass of any animal which has died otherwise than by slaughter be brought into any room or compartment in which any meat or meat food product is prepared, handled or stored.
- g. Operations- the preparation, storing or handling and transporting of any meat or meat food product shall be done in a clean and sanitary manner.
- h. All offal, blood, fat, manure, and other refuse shall be removed from other immediately after completion of the slaughtering operations and the floors, walls and equipment shall then be properly cleaned.
- i. Due care shall be taken to prevent meat and meat food product from falling on the floor or becoming contaminated
- j. Holding Pens- holding pens and walkway shall be well-drained and kept reasonably clean. Manure shall be removed at sufficient intervals, and so disposed of, as to minimize unsanitary conditions.
- k. No person shall dry, salt, tan or store the hides of skins of any animal except in such places as may be approved by the local health authority.
- l. Aprons, frocks and other clothing worn by persons who handle any meat or meat food product shall be of materials that can be readily cleaned and only clean garments shall be worn.
- m. All employees shall be physically and medically fit to work and shall observe personal hygiene while on duty.
- n. Such practices as smoking, spitting and placing shavers or knives in the mouth, infecting lungs and casing with air from the mouth are prohibited.
- o. Soiled work clothing and any cloth used in processing or for cleaning shall be kept in containers provided for mops, brushes, brooms, hose, cleaning compounds and other items in routine use. Mop skins should be provided, and under no circumstances shall a sink used for the cleaning of utensils and

- equipment be used for emptying mop buckets or the washing or rinsing of mops.
- p. No employee who has contagious or infectious diseases shall be allowed to work in the establishment.
 - q. All employees shall wear appropriate clean outer clothing, such as caps, coats, aprons, etc. while on duty, shall be clean as to their persons and shall handle all edible products and utensils and equipment in a sanitary manner. No employee shall use tobacco in any form while engaged in the preparation and handling of any edible products, utensils or equipment shall be kept clean, and shall be washed before beginning work and after each visit to the toilet. Every opportunity from food handlers training courses, current literature and modern practices should be used by the management and employees.
 - r. Two rooms shall be provided for the following groups of operations, which shall be conducted therein.
 - 1. The operations of slaughtering, bleeding, kneading, dell airing or skimming and evisceration, and
 - 2. The operation of cutting, preparation and processing.
 - s. Refrigeration – adequate chilling and cold storage facilities shall be provided except at those establishments in which all carcasses and meat food products are removed within six hours after slaughter. Cold storage facilities shall be provided with thermometers, and shall have adequate capacity to maintain a temperature of 40°F or less at all times. Cold storage rooms shall be kept clean, free from objectionable odors, and in good repair.
 - t. Insects and Vermin – an insect and vermin control abatement program shall be maintained the year round. Effective shall be taken to keep flies, rodents, and other vermin out of the establishment and to prevent their breeding or presence on the premises by providing insect and rodent proof facilities, self closing doors, screening of other effective means. The vermin control program shall be approved by the Secretary of Health or his duly authorized representative.
 - u. The outer premises of every establishment, embracing decks and areas where cars and wagons are loaded, and the driveways, approaches, yards, pens and alley, shall be properly drained and kept in clean and orderly condition. All catch basins on the premises shall be of such construction and location and be given such attention as will ensure their being kept in acceptable condition as regards odor and cleanliness. The accumulation on the premises of any materials in which flies may breed, such as hog hair, bones or manure is forbidden. Solid and liquid materials from slaughtering shall be disposed in an approved sanitary method. No nuisance shall be allowed in any establishment or on its premises.
 - v. The floors of wagons or cars in which any meat or meat food product are transported shall be constructed of impervious material and kept in a clean and sanitary condition. Wagons used in transferring loose meat and meat food products between establishments shall be closed or so covered that the contents shall be kept clean.

Section 46. UTENSILS AND EQUIPMENTS.

- a. Container for Refuse – slaughterhouses must be provided with sufficient number of water proof metal containers with tight fitting metal cover for holding trimmings, hair, refuse and inedible parts and other refuse. Slaughterhouses operating under inspection shall provide containers plainly marked “Condemned –Animal Food” and containers plainly marked “Condemned-Incineration” or “Condemned – Rendering” for holding various condemned parts and organs. All these wastes shall be disposed daily.

- b. There shall be sufficient tables, benches and other equipment of such design and material and construction as needed to facilitate post mortem inspection.
- c. Properly located facilities for cleaning, disinfecting and sterilizing utensils and hands of all persons handling meat products shall be provided.
- d. Equipment and utensils for preparing, processing and otherwise handling of meat and meat products shall be of such materials and construction as shall make them susceptible of being readily and thoroughly cleaned, to insure strict cleanliness in the preparation and handling of all meat and meat food products.

Section 47. SLAUGHTERING OF ANIMALS.

No slaughtering of cattle, sheep, goats, swine, poultry, rabbits or other warm blooded animals shall be done unless such slaughtering is performed under supervision of representative from the National Meat Inspection Commission and the carcass inspected and passed as fit for human consumption, marked and stamped before offered for sale or delivery.

Section 48. RESPONSIBILITIES OF THE MUNICIPAL HEALTH OFFICE.

The Municipal Health Office in connection with the operation of government or privately owned slaughterhouse shall be responsible for the following:

- 1. Supervision over the maintenance of adequate sanitary conditions in private or government owned abattoirs and their premises.
- 2. Assist in the enforcement of the requirement on the examination of meat as provided for by existing laws and the rules and regulations of the National Meat Inspection Commission.
- 3. Supervise the sanitary disposal of all solid and liquid wastes incidental to the operation of the slaughterhouse subject to the rules and regulations of the National Pollution Control Commission and existing health laws.
- 4. Coordinate with representative of the National Meat Inspection Commission to ensure that only healthy animals be slaughtered, dressed, properly handled, stored and proper transporting procedures be carried out in a sanitary manner.

Section 49. RESPONSIBILITY OF THE MUNICIPAL GOVERNMENT AND PRIVATE OPERATORS.

Representatives of the Municipal Government charged with the responsibility of operating the municipal owned slaughterhouses as well as managers and/or operators of private slaughterhouses shall comply with the above-mentioned rules and regulations thereat.

CHAPTER VII
HOTELS, MOTELS AND APARTMENTS

Section 50. SCOPE

These implementing rules and regulations shall apply to all hotels, motels, and apartments, lodging, boarding, or tenement houses, and condominiums and other similar facilities or establishments.

Section 51. SANITARY PERMIT.

1. No establishment covered by these rules and regulations shall be operated and opened for public patronage without a sanitary permit.
2. Any extension or additional construction or alteration in an establishment shall require a new sanitary permit before it could be operated.
3. Application or renewal of sanitary permit:
 - a. The application or renewal of sanitary permit shall be filed with the Municipal Health Office.
 - b. Sanitary permit shall be issued only upon compliance to at least a satisfactory rating utilizing the sanitary inspection form for public places establishment (EHS Form No. 103-B).
 - c. Fees shall be paid to the Municipality upon application, renewal and noting of sanitary permit. The amount of fees shall be set through municipal ordinance.
4. Noting of Permit. If there is a change of ownership of the establishment, the new owner shall apply to the Municipal Health Office within fourteen (14) working days to have such change noted in the records and permit certificate and shall pay the corresponding fee for such noting.
5. Validity. The sanitary permit shall be valid for one (1) year, ending on the last day of December of each year, unless otherwise revoked and shall be renewed every beginning of the year thereafter.
6. Revocation/Suspension. Upon the recommendation of the Municipal Health Office, the sanitary permit shall be suspended or revoked upon violation of any sanitary rules and regulations.
7. Posting. The sanitary permit shall be posted in a conspicuous place of the establishment for public information and shall be available for inspection by authorized health and other regulatory personnel.
8. Record of Sanitary Permit:
 - 8.1 The Municipal Health Office shall keep a record of all establishments which have been issued sanitary permit and renewal thereof.
 - 8.2 The record shall in every case show the following:
 - a. The name and address of the holder of the sanitary permit;
 - b. The location of the establishment;
 - c. The nature or kind of business for which the permit has been issued;
 - d. The date the first permit was issued and dates of any renewal thereof;
 - e. Every change of management of the establishment since the first permit was issued;
 - f. Sanitary conditions under which the permit was issued at first issuance or any renewal thereof granted; and
 - g. The revocation of the sanitary permit.
 - 8.3 The record shall be available at all reasonable times for inspection by authorized officer of the Department of Health or Municipal Health Office.

Section 52. SANITARY REQUIREMENTS.

1. Water Supply

- 1.1 The water supply in an establishment shall be adequate and potable whether from a public or private water supply system and shall be in accordance with Chapter II-“Water Supply” of the Code on Sanitation of the Philippines (P.D. 856) and its implementing rules and regulations and the Philippine National Standards for Drinking Water.

- a. All water sources shall have a certificate of potability of drinking water issued by the Municipal Health Office as recommended by the Sanitary Engineer/Inspector.
 - b. A minimum of forty (40) liters per capita per day shall be maintained.
- 1.2 When a private water supply is used, it shall be constructed, maintained and operated in accordance with Chapter II – “Water Supply” of the Code on Sanitation of the Philippines (P.D. 856) and its implementing rules and regulations.
 - 1.3 Except in cases of public water supplies, drinking water samples shall be submitted by the owners/operators of the establishments to the Department of Health accredited laboratories once a year for physical and chemical examinations and every six (6) months for bacteriological examination or as often as possible as determined by the Sanitary Engineer/Inspector.
 - 1.4 In cases where the establishment is utilizing two or more water supply sources, no cross-connection with unapproved water supplies shall exist.
 - 1.5 Hot and cold water supplies shall be provided by the following establishments: hotels, motels, resorts, apartels, inns, lodges and condominiums. Water pressure shall be maintained at 1.406 kg. per sq. cm. (20 psi).
 - 1.6 The provisions of the National Plumbing Code of the Philippines shall strictly be enforced on all water and waste water piping installation.

2. Drinking Water Facilities

- a. Facilities for the dispensing of drinking water shall be of approved sanitary design.
- b. If water-cooling equipment is installed, it shall be of a type in which ice does not come in contact with water.
- c. If drinking fountains are provided, they shall be of approved angle-jet type.
- d. Drinking water container shall not use common dippers or drinking glasses or cups.
- e. All guest rooms of hotels, motels or boarding places shall be provided with glasses and potable water in pitchers (or multi-use tube) or single service cups. Multi-use utensils shall be washed thoroughly and subjected to approved bactericidal treatment and stored and handled in a sanitary manner before being given to succeeding guest. Clean glasses shall be individually wrapped.
- f. Ice used for room service shall be manufactured from an approved and potable water supply, stored and handled in a sanitary manner, or if coming from ice makers dispensing units of the establishments, adequate and acceptable ice storage and dispensing utensils shall be provided and properly used. Ice-making machines shall be placed in a protected place. Ice storage bins shall not be used for any other purpose.
- g. In case bottled drinking water is served to guests/boarders, it shall come from an approved source in accordance with Department of Health Administrative Order No. 18-A, s. 1993 entitled “Bottled Drinking Water” and shall be dispensed only from the original container filled by the supplier. Bottled water shall be served in its original sealed container.
- h. The sign “**NOT FOR DRINKING**”, shall be placed conspicuously on faucets or containers dispensing non-potable water.
- i. If drinking water is not supplied from a piped water supply system to the establishment, it shall be handled, transported, dispensed in a sanitary

manner and may be stored in a separate tank, reservoir or container approved by the Municipal Health Officer.

3. Wastewater Disposal

- a. All sewage from the plumbing system of an establishment shall be disposed in a public sewerage system, or in absence thereof, in a manner complying with Chapter XVII- "Sewage Collection and Disposal, Excreta Disposal and Drainage" of the Code on Sanitation of the Philippines (P.D. 856) and its implementing rules and regulations. A transition period of one year shall be afforded to the establishments to comply with these rules and regulations; otherwise, no renewal of sanitary permit shall be issued.
- b. Storm water shall be discharged to a storm sewer system in all areas where it exists.
- c. Restaurants and food outlets of the establishments shall be provided with properly designed grease traps. A transition period of one year shall be afforded to the establishment to comply with these rules and regulations, otherwise, no renewal of sanitary permit shall be issued.

4. Toilet, Bathroom and Hand Washing Facilities

- a. Every room of hotels/motels and other similar establishments shall be provided with toilet, lavatory and bathing facilities in accordance with the following:
 - i. The water closet shall be seat type made of vitreous china or equivalent material.
 - ii. Lavatory shall be of vitreous china or enameled cast iron or other approved material and provided with tap and sufficient water.
 - iii. Bath tub and/or shower shall be provided. The bath tub shall be made of smooth, non-absorbent material and shall be free from concealed fouling surface.
 - iv. The bathroom shall always have toilet tissue and one set of towels and soap per guest per day.
 - v. Water pressure of 1.406 kg./sq. cm. (20 psi) must be available twenty four (24) hours for both the lavatories and shower/bathtub. Hot water with not less than 49°C (120°F) in temperature shall be provided at least four (4) hours in the morning and three (3) hours at night. Schedule of hot water service shall be posted in all bathrooms.
 - vi. The bathroom shall be sanitized before the guest room is rented to the next guest.
 - vii. For a common bathroom, the male guest room shall have a minimum of one (1) water closet, one (1) urinal, one (1) lavatory, one (1) shower head every five (5) lettable rooms while the female guest room shall have a minimum of one (1) water closet, one (1) lavatory, one (1) shower head for every three (3) lettable rooms.
 - viii. Toilet and urinal shall be provided with anti-odor/absorptive material.
- b. Employees' bathrooms and locker rooms for each shall be provided. Number of fixtures relative to the number of personnel per shift shall be as follows:

Number of Persons	Water Closet		Urinal Stalls	Wash Hand Basin	
	Male	Female		Male	Female
1 – 29	1	1	1	1	1

30 – 49	1	1	1	2	2
50 – 99	2	2	2	3	3
100 - up	One (1) fixture unit for each additional 50 employees				

Showers: one (1) for every 15 employees

Drinking Fountains: one (1) for every 75 employees

Locker Rooms: located adjacent to the sleeping quarter/change room

Rest Space: adequate for all employees resting per shift

- c. Function rooms/conference rooms and other similar facilities used by guests/visitors of the establishment shall be provided with the following sanitary facilities:

Number of Persons	Water Closet		Urinal Stalls	Wash Hand Basin	
	Male	Female		Male	Female
1 – 100	1	1	1	1	1
101 - 200	2	2	1	1	1
201 - 400	3	3	2	2	2
401 - 600	4	4	3	3	3
One (1) fixture unit for each 100 persons					

Drinking fountain or its equivalent shall be readily available.

- d. Hotels and other similar establishments with Class A restaurants/coffee shops and other food outlets including disco, bars, and night clubs shall be provided with the following sanitary facilities.

Dining Room Accommodation (No. of persons)	Water Closet		Urinal Stalls	Wash Hand Basin	
	Male	Female		Male	Female
1 - 49	1	1	1	1	1
50 - 60	1	2	1	1	1
61 - 120	2	2	2	2	2
One (1) fixture unit for each additional 60 persons					

5. Solid Waste Management

- Every room shall be provided at least two (2) refuse receptacles or containers made of impervious materials, one for biodegradable and one for non-biodegradable wastes with swing cover.
- All receptacles or containers shall be provided with tight fitting lids or covers, so constructed and maintained as to be vermin-proof and easily cleaned. The receptacles or containers shall be lined with black colored trash bags for non-biodegradable and green colored trash bags for biodegradable wastes.
- All public areas in the establishment such as lobby, elevator, foyer, floor landing of stairs and other appropriate areas shall be provided with refuse receptacle with separate compartment for cigarette butts.
- Garbage and other putrescible animal and vegetable wastes shall be collected and stored in a watertight container with tight-fitting cover. It shall be disposed as frequently as necessary in an approved manner.
- Storage of refuse shall be done in such a way that it shall be inaccessible to vermin in order to avoid becoming a potential insect and rodent attractant and harborage and cause of nuisance.
- The segregation, collection, storage and disposal of refuse shall be in accordance with acceptable sanitary procedures and regulations.
- Separate storage room/bin for dry and wet refuse shall be provided.
- Refuse storage areas shall be maintained clean at all times.

- i. All refuse shall be disposed once a day, or more frequently when necessary through the collection system or by any approved sanitary method and in such manner as to prevent nuisance.
- j. All refuse containers or receptacles shall be thoroughly cleaned inside and outside with water, soap and brush after every use.

6. Vermin Control

- a. The owners, operators or administrators of the establishments shall maintain a vermin abatement program in the buildings and its surroundings. If they fail, neglect or refuse to maintain a vermin abatement program, the local health agency will undertake the work at the expense of the owners, operators or administrators.
- b. Guest rooms, bathrooms and other openings to outdoor space shall be effectively screened, unless air-conditioned.
- c. All below grade openings such as windows, lighting and ventilation shall be rat-proofed. Likewise, all openings in the exterior walls, foundations, ground or first floor and roof shall be rat-proofed. In case of heavy rat infestation, wooden exterior doors shall be covered with cuff and chain sheet metal and equipped with an automatic closing device.
- d. The growth of bush, weeds and grass outside or in the surrounding area of the establishment shall be controlled to prevent harborage of ticks, bugs and other noxious insects.
- e. All deratting, disinfection and disinfecting operations shall be handled by accredited urban pest control applicator under the supervision of the local health office at the expense of the owner.
- f. The procedure and frequency of vermin abatement program shall be determined and approved by the local health office.
- g. The vermin control program in all establishments shall be in accordance with Chapter XVI- "Vermin Control" of the Code on Sanitation of the Philippines (PD 856) and its implementing rules and regulations.

7. Article of Bedding

- a. Rooms shall be allocated with clean and freshly laundered fabric and supply materials such as three (3) single size mosquito nets (if not air-conditioned and screened), six (6) bed sheets, six (6) bed spreads, six (6) blankets (where applicable in cold areas), two (2) pillows, twelve (12) pillowcases, six (6) bath towels and twelve (12) face towels.
- b. For each bed, two (2) bed sheets shall be furnished, the lower sheet shall be of sufficient length to fold under both ends of the mattress, where contour sheets are not used, the upper sheets shall be of sufficient length to fold under the mattress at the lower end, and folded over the cover for at least 15 cm. at top end. All sheets shall be changed for each new occupant. All bed linens and furnishing shall be kept clean and in good repair/condition.
- c. Furniture, shades, curtains, carpets, other similar accessories and articles of bedding shall be cleaned and sanitized at reasonable intervals, maintained and kept in good condition.
- d. All articles of bedding shall be replaced daily and after every check-out of guest and/or as requested.

8. Food and Drink

Dispensing of food and drink shall be in accordance with Chapter III – "Food Establishments" of the Code on Sanitation of the Philippines (PD 856) and its implementing rules and regulations.

Section 53. STRUCTURAL REQUIREMENTS

53.1 Hotels and Motels

A. Site Requirements

1. The establishment shall be located in areas or zones designated by existing laws or ordinances for that type of building or development project.
2. It shall be accessible to transportation.
3. It shall be located in area considered safe from potential sources of pollution and nuisances.
4. It shall be located in an area which receives sufficient amount of sunlight.
5. There shall be adequate parking area for personnel and guests/occupants.

B. Lobby

1. Reception area where guests ordinarily register shall be located in the establishment lobby.
2. The lobby shall be equipped with lounges, easy chairs or sofas, the number of which shall be equal to at least 5% of the maximum number of occupants of all the lettable rooms of the establishment.
3. Coffee shops, bars, sundry shops and other similar facilities can be located in the lobby provided that such location will not disturb the smooth flow of the traffic therein, will not contaminate the flood outlets, and will not be 25% of the total floor area of the lobby.
4. Smoking and non-smoking areas of the lobby shall be properly designated for the convenience of guests and the protection of public health, and in accordance with local ordinances.

C. Guest Room and Sleeping Room Requirements

1. Guests rooms (including the bathroom) in hotels/motels and other similar establishments shall have a minimum floor area of 18 square meters and at least 43.2 cubic meter of air space.
2. Sleeping rooms in dormitories and other boarding places shall have an air space of 14 cubic meters per person.
3. Height of ceilings shall not be less than 2.4 meters, if air-conditioned and 2.7 meters if not.
4. Rooms shall be adequately lighted and ventilated.
5. Approved window covering such as curtains or other equivalent materials shall be provided to ensure privacy for guests and shall be kept clean and in good repair/condition.
6. The floor, walls, ceiling, closets and storage areas shall be kept clean and in good repair. Storage rooms shall be provided with at least 30 cm. high platform.
7. All guest rooms shall be provided with at least 0.40 sq. m. of floor to ceiling closet space for personal effect of each guest/boarder.
8. The establishment shall be kept free from domesticated animals and fowls. Otherwise, accommodation for pets shall be provided but shall be kept separate from the guest/sleeping rooms.
9. Communal cooking and dining facilities in guest/sleeping rooms are prohibited.

10. Every guest/sleeping room shall have immediate access to an approved means of egress, properly marked leading to safe and open space at ground level or as required by existing laws.

D. Supply Room

1. Hotels, motels and other boarding and lodging establishments shall be provided with a supply room for sundries and other needs.
2. At least one cabinet or locker for clean clothing materials and supplies and a separate one for soiled materials and supplies shall be provided.
3. The room shall be free from dirt, vermin and their harborage.

E. Lighting

1. All areas in the establishment shall be properly lighted, both natural and artificial. The following are the minimum standard of illumination that should be observed.

AREA	Lighting Level
Hallways, exits, stairways and landing (on floor), elevators, escalators and dining rooms	5 foot-candle (53.8 lux)
Guest room, sleeping room, dressing room, supply room, lobby, locker room, bathroom and toilet	10 foot-candle (107.6 lux)
Kitchen, study room, storage room	20 foot candle (215.2 lux)
Supplemental illumination in guest room, writing rooms, bath room mirror	30 foot-candle (322.8 lux)
Food Displays	50 foot-candle (538 lux)

2. Lighting shall be reasonably free from glare and distributed so as to avoid shadows.
3. The intensity of illumination shall be measured at a point 76.20 cm. (30 inches) above the floor.
4. The level of illumination of other areas not otherwise mentioned shall be of such intensity as may be required by the local health offices concerned as recommended by the sanitary engineer/sanitation inspector.

F. Ventilation

1. Natural and /or mechanical ventilation which is effective and suitable for comfort and safety of guests/boarders and personnel shall be provided in all areas of the establishments.
2. When natural ventilation only is provided, window space shall be at least 10% of the floor area opening to a clear space. Windows shall be kept clean and in good repair condition.
3. In the absence of effective natural ventilation, mechanical ventilation with airflow from a clean area and discharge in such manner as not to create nuisance, shall be provided with the following:
 - a. Air condition units- provide 1.5 Horse Power (6,000 BTU/hr) air conditioner for every 50 cubic meter room volume.
 - b. Exhaust fans or blowers.
 - i. Guest/sleeping rooms- provide a 25.4 cm. diameter blower fan per 35 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 3 air changes per hour).
 - ii. Storage and supply rooms- provide a 15.24 cm. diameter blower fan per 35 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 3 air changes per hour.)

- iii. Kitchen, dining and study room- provide a 25.4 cm. diameter blower fan per cubic meter air volume (or equivalent minimum cubic meter of air per minute at 3 air changes per hour).
 - iv. Toilet and bathrooms- provide a 15.24 cm. diameter exhaust fan per 10 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 3 air changes per hour.) Mechanical exhaust systems shall be connected to the light circuits of windowless bathrooms.
- c. Air circulation in the room of the establishment shall be supplied through air inlets arranged, located and equipped so that the personnel and guests/visitors are not subjected to air velocities exceeding 1.02 meter per second.

G. Floors

1. Floors shall be constructed of smooth and easily cleaned materials and shall be maintained in good repair/condition.
2. Materials such as concrete, tile, terrazzo, tongue and grooved hardwood, marble, parquet and other similar materials can be used provided there are no cracks and holes. Defective flanks shall not be utilized.
3. Floors may be covered with linoleum, carpets, smooth surfaced rubber or plastic and similar materials. The floor shall be cleaned and maintained in a satisfactory state of cleanliness.
4. Floors in bathroom and other areas subject to wetting shall be constructed of impervious and non-slipping materials.
5. Floor drains shall be provided. Floors which are water flushed for cleaning or which receive water discharges or other fluid wastes from equipment shall be graded to drain.
6. All floors shall be kept clean at all times.

H. Walls and Ceilings

1. Walls and ceiling shall be smooth, tight constructed, even, and in good repair.
2. Walls shall be finished with paneling, wall cover or similar materials which can be cleaned easily without damaging the surfaces.
3. Walls and ceilings shall be painted or made of flat non-glare reflecting material.
4. Wall finish of bathrooms and other areas which are subject to wetting or splashing shall be of impervious materials.
5. Decorations, ornaments, lighting fixtures and other attachments to walls and ceilings shall be maintained cleaned at all times. All surfaces shall be refurbished, repaired or rehabilitated as often as necessary.

53.2 Dormitories and Other Similar Establishments

1. Sleeping quarters of dormitories and other similar establishments shall not be overcrowded. Adequate air space of 14 cubic meters per person shall be maintained. For the purpose of computation, the height of ceiling is 2.4 meters.
2. A kitchen area shall be provided for use of the boarders. It shall also be provided with kitchen sinks, food storage, refrigerators or cabinets, storage cabinets for cleaned tableware and dishwares.
3. A dining room with a floor area of not less than 12 square meters with a minimum width of 3 meters shall be available for use of the boarders. The dining room shall be equipped with a clean fly-proofed food showcase.

53.3 Condominiums, Apartments, Tenement Houses and Other Similar Establishments

1. Operations of rooms and facilities shall conform with the provisions of these rules and regulations and its design and construction shall be in accordance with the National Building Code of the Philippines.
2. The following conditions shall apply to the choice of sites for condominiums and other similar establishments:
 - a. Consistent with zoning plan of the locality.
 - b. Availability of transportation and communication services.
 - c. Availability of power and drinking water facilities and services.
 - d. Facilities for liquid and solid waste disposal and cleanliness of buildings.
 - e. Nearness to place of work, schools, police stations and clinics.
 - f. Availability of low-cost goods and services.
 - g. Parking facilities and playgrounds for children.
 - h. Efficiency of lifts.

53.4 Other Rooms Located inside the Establishments

Other rooms such as rented offices shall conform to the provisions of these rules and regulations and other existing laws, regulations, and ordinances.

Section 54. EVALUATION AND INSPECTION.

A. Responsible Officer

It shall be the duty of the Municipal Health Officer to cause the evaluation and inspection of every establishment herein mentioned at least once every three (3) months and to cause additional inspections and re-inspections and evaluation as deemed necessary for the enforcement of these rules and regulations. Inspection of the establishment shall be conducted within seven (7) days after payment of the inspection fee to the Municipal Treasurer concerned.

B. Sanitation Inspection Fee

The fees payable for every inspection shall be of such amount prescribed by municipal ordinance.

C. Mission Order

- a. The Municipal Health Officer or the chief of sanitation division/section/unit of the Municipal Health Office, as the case may be, shall issue a mission order (EHS Form No. 112) for every sanitation inspection that will be conducted by the Sanitary Engineer/Inspector.
- b. The mission order must contain the date, mission order number and series, the name of the inspector and I.D. number, the business names, addresses, categories of establishments to be inspected and the scheduled dates of inspections. This must be shown to the owner/operator of the establishment before any inspection is conducted. The immediate supervisor of the inspector shall monitor the enforcement of the mission order.
- c. Sanitary inspection conducted without a mission order is prohibited.

- d. The owner/operator of the establishment shall report to the Municipal Health Officer or chief of sanitation division/section/unit the unauthorized inspection that was executed.

D. Uniform of the Sanitation Inspector and Aids to Inspection

- a. The sanitation inspector shall wear the prescribed uniform of the office with the proper identification card while conducting the inspection.
- b. He shall likewise bring all the equipment and the supplies needed in the inspection such as the inspection forms, clipboards, thermometers, flashlight, measuring tape, camera, light meter, water pressure gauge, chlorine residual and pH comparator kits, blacklight, etc., and copy of the sanitation laws and other materials.

E. Recording of Inspection

- a. The sanitary engineers/sanitation inspector shall keep a record of all inspections or evaluation reports in an inspection form (EHS Form No. 103-B).
- b. The sanitary engineer/sanitation inspector shall furnish the original of such report to the owner/operator.
- c. Demerits entered in the appropriate column of the inspection form shall indicate that the item does not conform to the requirements of these regulations.

The inspection form has twenty (20) items. Non-complying item is indicated with an (X). Every such item is weighted with a demerit of five (5). The rating of the establishment is therefore: 100 less (number of demerits x 5). The result is expressed as a percentage (%) rating.

F. Sanitation Standard

- 1. Percentage rating has an equivalent sanitation standard as follows:

Percentage rating	Sanitation Standard	Color Code
90 - 100%	Excellent	Luminous Green
70 - 89%	Very Satisfactory	Luminous Yellow
50 - 69%	Satisfactory	Luminous Red

- 2. The sanitation standard rating sticker (SSRS) (EHS Form No. 104-A/C) shall be posted in a conspicuous part of the establishment, preferably at the door for guidance of the guests and the general public. It shall be updated once every three (3) months, unless revoked earlier.
- 3. The average sanitation standard of every category of establishments shall be evaluated by the local health officer/chief of sanitation division/section/unit every end of the year to determine its improvement/maintenance of rating.

G. Report of Inspection

- 1. The sanitary engineer/sanitation inspector who conducted the inspection shall complete the sanitary inspection report, and whenever an inspection form issued indicates non-complying items, he shall notify the owner/operator of the establishment regarding the corrections to be made and indicate the reasonable period for its compliance.

- a. The recommended corrective measures shall be specific in nature for the easy understanding of the owner/operator of the establishment.
 - b. Reasonable period of compliance or grace period shall be inclusive of Saturdays, Sundays and holidays.
2. The sanitary engineer/sanitation inspector who conducted the inspection shall likewise prepare a sanitary order (EHS Form No. 107) for approval of the Municipal Health Officer or chief of the sanitation division/section/unit as the case may be.
 3. Within 48 hours after the evaluation or inspection, the original of the inspection report (EHS Form No. 103-B) and the sanitary order shall be furnished and acknowledged by the holder of the sanitary permit or the owner/operator of the establishment. The inspection report shall be personally delivered, or shall be sent through postal service, registered with return card.

H. Re-inspection

1. If upon re-inspection after the deadline, the sanitary engineer/sanitation inspector finds that correction has not been effected, he shall report to the Municipal Health Officer who shall recommend to the Municipal Health Authority the revocation of the sanitary permit.
2. A copy of the inspection form and any notice served shall, in all cases be filed and kept by the Municipal Health Office and be available at all reasonable times for inspection by authorized officials.

I. Service of Notice

1. Whenever an evaluation or inspection form indicates non-complying items, the Municipal Health Officer shall serve the owner/operator of the establishment a sanitary order requiring him, within the grace period stated in the order, to take remedial action as may be specified therein.
2. In the event of non-compliance of the first sanitary order by the owner/operator of the establishment, the Municipal Health Officer may serve a second notice.
 - a. Second Sanitary Order
 - i. If the owner/operator of the establishment needs additional time to comply with the first sanitary order, he shall request the Municipal Health Officer in writing, prior to the expiration of the grace period in the sanitary order, for an extension of the grace period. The Municipal Health Officer, upon the recommendation of the sanitary engineer/sanitation inspector who conducted the inspection, will act on such request.
 - ii. Notice of Hearing (EHS Form No. 118) – The Municipal Health Officer shall call the owner/operator of the establishment to show cause, at a time and place stated in the notice why the sanitary permit issued in respect of the establishment should not be revoked.

J. Revocation of Permit

1. After prior notices and hearing as provided above, the Municipal Health Officer, if satisfied that the terms of the two notices have not been complied with or failure to comply therewith is not excusable, shall

recommend to the Municipal Health Authority the revocation of the said permit, or

2. After a second sanitary order on an extended grace period, a re-inspection was conducted and still the owner/operator fails to comply with such order as reported by the sanitary engineer/sanitation inspector, the Municipal Health Officer shall recommend to the Municipal Health Authority the revocation of the sanitary permit without delay and shall inform other related agencies of the municipality of the revocation.
 - a. Lifting of suspension of sanitary permit may be recommended whenever the owner/operator of the establishment complies with the notices.
3. The owner/operator of the establishment may file a motion for reconsideration to the Municipal Health Authority if he is not satisfied with the action by the Municipal Health Officer.
 - a. The Municipal Health Authority may file court proceedings against any establishment continuously operating after the revocation of its permit.

K. Summary Suspension of Permit

Whenever the Municipal Health Officer finds unsanitary or unhealthy conditions in the operation of the establishment which constitute a substantial hazard to public health, the Municipal Health Officer shall recommend the immediate suspension of the sanitary permit. Any person to whom such order is issued may file a written petition and shall be afforded a hearing within 48 hours.

L. Appeals

The person or panel conducting the hearing may confirm, modify or reverse the decision appealed from which decision shall be final.

M. Power of Entry

Any sanitary engineer/sanitation inspector or duly authorized officer of the Department of Health or of the Municipal Health Office, upon presentation of the proper credentials may at all reasonable times enter into any premises of an establishment used for any of the purposes referred to in these rules and regulations, for the purpose of inspection or any other action necessary for administration of these rules and regulations.

1. Sanitation inspections shall be conducted by officials in accordance with Section 3 of these rules and regulations.
2. Sanitation inspections shall be done preferably during the operation of the establishment.

N. Hearings

The Municipal Health Authority may conduct hearings regarding erring establishments to include appeals from establishments. The decision of the Municipal Health Authority shall be deemed final and executory.

Section 55. RESPONSIBILITY OF THE MUNICIPAL HEALTH AUTHORITY.

The Municipal Health Authority shall:

1. Enact an ordinance, through the Sangguniang Bayan, consistent with these implementing rules and regulations to strengthen its enforcement.
2. Provide the necessary supplies and materials of the sanitary engineer/sanitation inspectors.
3. Enforce the pertinent provisions of these rules and regulations in his area of jurisdiction.

Section 56. RESPONSIBILITY OF THE MUNICIPAL HEALTH OFFICER.

The Municipal Health Officer shall:

1. Conduct or cause the regular inspection of hotels and other similar establishments and their premises to ascertain their state of sanitation.
2. Ascertain the validity of the sanitary permit of the establishments and health certificates of the personnel employed in these establishments;
3. Post the sanitation standard rating sticker (SSRS) in a conspicuous part of the establishment for public guidance after each inspection.
4. Apply precautionary measures to prevent the spread of any communicable disease among persons staying in the hotel and other similar establishments and investigate all reported illnesses and deaths.
5. Coordinate with the Department of Tourism in the classification of hotels.
6. Coordinate with the other government agencies and non-government organizations in the improvement of the operation of these establishments in accordance with Presidential Decree Nos. 856 and 522 and Letter of Instruction No. 247.
7. Enforce the provisions of these rules and regulations.

Section 57. RESPONSIBILITIES OF THE OWNER OR OPERATOR.

The owner/operator shall:

1. Report the occurrence of notifiable disease in his establishment to the Municipal Health Officer.
2. Report all deaths occurring in his establishment to the Municipal Health Officer.
3. Conduct in-house inspection of the establishment.
4. Keep all the records of all registered guests.
5. Assist the Municipal Health Officer in the campaign for the prevention of sexually transmitted diseases, AIDS and other communicable, contagious and infectious diseases.
6. Assist in the preservation of drinking water and promote proper sanitation practices in his establishment.
7. Guide the authorized officers in the conduct of inspection.

CHAPTER VIII

PUBLIC LAUNDRY

Section 58. SCOPE

This Chapter shall apply to all public laundry including commercial laundry such as Laundromat, dry cleaning laundry, linen-supply laundry, diaper-supply laundry, and public laundry places such as a community laundry area, as well as institutional establishments with laundry equipment and facilities such as hotels, motels, massage parlors, dormitories, hospitals and other health-related institutions and other similar establishments operated by individuals, corporations, partnerships, government agencies, instrumentalities or institutions.

Section 59. SANITARY PERMIT

1. The establishment shall secure a sanitary permit issued by the Municipal Health Officer before it could operate.
2. Any extension or additional construction or alteration in the establishment shall require a new sanitary permit before it could operate.
3. **Application or Renewal of the Sanitary Permit**
 - a. The application or renewal of the sanitary permit shall be filed with the Municipal Health Office.
 - b. The sanitary permit shall be issued upon compliance to at least a satisfactory rating utilizing the sanitary inspection form for public establishments.

4. Fees.

The fees shall be paid to the Municipality upon application, renewal, and noting of sanitary permit. The amount of fees shall be set through local ordinance.

5. Noting of Permit.

Within fourteen (14) working days after any change in ownership or occupancy of the establishment, the new operator shall apply to the Municipal Health Office to have such change noted in the records and permit certificate and shall pay the corresponding fee in respect for such noting.

6. Validity.

The sanitary permit shall be valid on the day of issuance until the last day of December of the same year, and shall be renewed every beginning of the year thereafter.

7. Revocation/Suspension.

Upon the recommendation of the Municipal Health Officer, the sanitary permit shall be suspended or revoked by the Municipal Health Authority upon violation of any sanitary rules and regulations.

8. Posting of Permit.

The sanitary permit shall be posted in a conspicuous place of the establishment for public information and shall be available for inspection by authorized health and other regulatory personnel.

9. Record of Sanitary Permit

- a. The Municipal Health Office shall keep a record of all establishments which have been issued a sanitary permit and renewal thereof.
- b. The record shall in any case show the following:
 1. The name and address of the operator;
 2. The location of the establishment;
 3. The nature and kind of business for which the permit has been issued;
 4. The date the first permit was issued and the dates of any renewal thereof;
 5. Every change of occupation or management of the establishment since the first permit was issued;
 6. The sanitary conditions under which the permit was issued or any renewal thereof granted; and
 7. The revocation of the permit.

The record shall be available at all reasonable times for inspection by any authorized officer of the Department of Health or the Municipality.

Section 60. SANITARY REQUIREMENTS FOR PERSONNEL.

Any person who intends to work in the establishment shall be required to secure a health certificate issued by the Municipal Health Office.

A. Personal Health and Hygienic Practices

Employees of the establishment shall at all times observe good personal hygiene such as, but not limited to, the following:

1. Wearing of clean appropriate working garments including the wearing of caps, aprons, gowns, masks, rubber gloves, safety goggles and gadgets in areas required by health and safety personnel;
 2. Washing hands with soap and water before and after working, after smoking, after using the toilet, after coughing, sneezing into hands, or as often as necessary to remove dirt and contaminants; and
 3. Other hygienic practices called for the nature of work in the establishment
- B. Employees of the establishment shall at all times observe personal health and safety practices at the working area such as, but not limited to, the following:
1. No smoking of tobacco;
 2. No drinking of alcoholic beverages;
 3. No spitting or blowing of nose;
 4. No littering; and

5. Other personal health and safety practices called for the nature of work in the establishment.
- C. Personnel suffering from a communicable or contagious disease or severe respiratory infection (lots of coughing, sneezing, or nasal drainage) shall be immediately reported to the operator and referred for treatment.
 - D. No personnel with open wounds or break on the skin found on exposed areas of the body shall be allowed to work or come directly or indirectly in contact with the linen until the lesions have properly healed.

E. Personal Protective Equipment (PPE)

The necessary personal protective equipment shall be provided by the operator and used by every worker in accordance with the provisions of Chapter VII - "Industrial Hygiene" of the Code on Sanitation of the Philippines (P.D.856) and its implementing rules and regulations and shall be in accordance with the Occupational Safety and Health Standards formulated by the Department of Labor and Employment under the Labor Code of the Philippines.

Section 61. SANITARY FACILITIES REQUIREMENTS

A. Water Supply

1. The drinking water supply for establishments covered under these implementing rules and regulations shall conform with Chapter II- "Water Supply" of the Code on Sanitation of the Philippines (P.D. 856) and its implementing rules and regulations and the Philippine National Standards for Drinking Water.
2. All drinking water sources shall have a certificate of potability of drinking water issued by the Secretary of Health or duly authorized representative. Samples from drinking water supplies shall be submitted by the operators of the establishments to the Department of Health accredited laboratories once a year for physical and chemical examinations and every six months for bacteriological examinations or as often as possible as determined by the local health office.
3. Sources either from private or public water supplies shall be potable and capable of supplying the minimum daily water demand of forty (40) liters per capita per day with an adequate pressure of 138 KPa (20 psi). The suggested minimum demand for laundering shall be as follows:
 - a. Complete washing: 37 to 50 liters of water per kilogram of clothes or linens.
 - b. For steam laundry: 13 to 17 liters of water per kilogram of clothes or linens.
4. The plumbing system for water supply of the establishment shall be in accordance with the provisions of the National Plumbing Code of the Philippines.
5. Water to be used for drinking and laundering that is not supplied from a piped-water supply system shall be handled, transported, dispensed in a sanitary manner and shall be stored in a separate tank, reservoir or container approved by the local health officer.
6. If drinking fountains are provided, they shall be of approved angle-jet type.
7. In case bottled water is served to personnel or customers, it shall come from an approved source and shall be in accordance with the Department of Health Administrative Order No. 18-A, s.1993 entitled "Bottled Drinking

Water” and shall be dispensed only from the original container filled by the supplier.

8. If water-cooling device is provided, it shall be of a type in which ice produced by such device does not come in contact with water.
9. Ice coming from ice-making dispensing unit of the establishment shall be manufactured from an approved and potable water supply, stored and handled in a sanitary manner. Adequate and acceptable ice storage and dispensing utensils shall be provided and properly used. Ice-making machines shall be placed in a protected place. Ice storage bins shall only be used for its intended purpose.

B. Food and Drinks

All food and drinks handled, stored, prepared, or served in the establishment or within its premises shall be in accordance with Chapter III - “Food Establishments” of the Code on Sanitation of the Philippines (P.D. 856) and its implementing rules and regulations.

C. Sewage Disposal and Drainage

1. All sewage from the plumbing system of the establishment shall be discharged to the public sewer system, or in the absence thereof in a manner complying with Chapter XVII - “Sewage Collection and Disposal, Excreta Collection and Drainage” of the Code on sanitation of the Philippines (P.D. 856) and its implementing rules and regulations.
2. The effluent quality to be discharged from the establishment shall meet the minimum standards and requirements set by the Department of Environment and Natural Resources and all other concerned regulatory agencies.
3. The plumbing system for sewage disposal and storm water drainage of the establishment shall be in accordance with the pertinent provisions stated in the National Plumbing Code of the Philippines.
4. The establishment shall be provided with an approved and efficient waste water treatment process that will include primary and secondary treatment process. Plans and locations of such treatment process shall be approved by the Municipal Health Officer with the recommendation of the sanitary engineer.

D. Solid Waste Management

1. The segregation, storage, collection, transport and disposal for refuse shall be in accordance with Chapter XVIII - “Refuse Disposal” of the Code on Sanitation of the Philippines (PD 856), RA No. 9003 (Ecological Solid waste Management Act), RA No. 9275 (Clean Water Act) and their implementing rules and regulations and other existing regulatory laws and local ordinances.
2. An effective information and awareness campaign and program on proper disposal of refuse including the color coding of trash bags shall be done in the establishment.
3. Trash bags shall be of preferable thickness to accommodate the weight and type of refuse during handling without rupturing.
4. Refuse containers shall be strategically located in the establishment. It shall be firmly secured in place to avoid accidental knockdown.
5. All rooms of the establishment shall be provided with two (2) refuse receptacles or containers made of impervious materials, one for biodegradable and one for non-biodegradable wastes. The receptacles or containers shall be lined with black plastic trash bags for non-biodegradable and green plastic trash bags for biodegradable materials.

6. All refuse receptacles or containers shall be provided with tight-fitting lids or covers, so constructed and maintained as to be vermin-proof and easily cleaned.
7. All refuse shall be emptied daily or more frequently as necessary through the collection system or by any approved sanitary method.
8. All refuse receptacles or containers are required to be thoroughly cleaned and preferably disinfected after being emptied. The washed water from the cleaning procedure shall be disposed to a proper wastewater disposal system.
9. Separate storage room/bin for dry and wet refuse shall be provided. It shall be cleaned and disinfected after every collection.
10. Storage of refuse shall be inaccessible to vermin in order to avoid becoming a potential vermin attractant and harborage.
11. The prohibition of littering shall be strictly enforced and the information and awareness regarding such shall be done in the establishment.
12. Contaminated linens and other biomedical waste which are subjected for disposal, recycling or reuse shall be based on the guidelines and standards contained in the Manual for Hospital Waste Management formulated by the Department of Health.
13. Recycling, reuse, recovery and disposal of linens and other materials produced from the laundry operation shall be in accordance with Chapter XVIII- "Refuse Disposal" of the Code on Sanitation of the Philippines (PD 856) and its implementing rules and regulations and other existing regulatory laws and local ordinances.
14. All refused contaminated by chemical substances, hazardous and nuclear wastes shall be disposed of in accordance with Chapter XVIII- "Refuse Disposal" of the Code on Sanitation of the Philippines (PD 856) and its implementing rules and regulations, RA 6969- "Toxic Substances and Hazardous and Nuclear Wastes Control Act of 1990", and the implementing rules and regulations of the Philippine Nuclear Research Institute and other existing regulatory laws and local ordinances.

E. Vermin Control

1. The operator of the establishment shall maintain a vermin abatement program which shall conform to Chapter XVI - "Vermin Control" of the Code on Sanitation of the Philippines (PD 856) and its implementing rules and regulations.
2. The storage, handling, and application of pesticide shall be in accordance with Chapter XVI - "Vermin Control" of the Code on Sanitation of the Philippines (PD 856) and its implementing rules and regulations, and other pertinent laws, rules and regulations of the Fertilizers and Pesticides Authority and other pertinent laws and municipal ordinances.
3. During vermin control operations, all clothes and linens shall be covered and isolated to prevent contamination.
4. The growth of bush, weed and grass within the establishment shall be controlled to prevent the breeding and harborage of vermin and other harmful insects or animals (e.g. spiders, scorpions, or snakes).
5. Places or rooms in the establishment used in the processing and storing of clean linens shall be effectively screened with a no. 16-meshscreen unless otherwise air-conditioned.

F. Toilet, Bathroom, and Hand Washing Facilities

1. Adequate number of plumbing fixtures shall be provided to all persons in the establishment. The minimum appurtenances in a sanitary facility shall be provided in accordance with the table below:

TABLE 1. MINIMUM NUMBER OF PLUMBING FIXTURES FOR EMPLOYEES AND CUSTOMERS

Number of Personnel/customer	Toilet Bowl		Urinal		Lavatory		Showers	
	Male	Female	Male	Female	Male	Female	Male	Female
Below 30	1	1	1	1	1	1	1	1
30 to 49	1	2	1	2	2	2	2	2
50 to 99	2	3	2	3	3	3	3	3
For every additional 60 persons	1	1	1	1	1	1	1	1

Provide one (1) additional fixture for the use of differently-abled persons.

2. Separate clearly-marked toilet facilities for male and female shall be provided.
3. A minimum floor area of 1.20 square meters (12.91 square feet) with a minimum dimension of 0.90 meter (2.95 feet) shall be required for all toilet and bathroom facilities. Clear distance measurements shall be made on all areas and dimensions.
4. Toilets and bathrooms shall be properly located, lighted, and ventilated. It shall be located where personnel and customers can easily access it.
5. Proper maintenance, cleaning and disinfecting of toilets and bathrooms shall be done regularly.
6. Toilet paper and paper holders, soap, soap dispensers, paper towels and other toilet accessories shall be supplied at all times. Paper towels or mechanical hand-drying machine shall be used for hand drying. Mirrors shall be installed in toilet room facilities.

G. Changerooms and Lockers

The establishment shall provide adequate number of lockers and a sufficient area of changerroom separately for male and female employees.

Section 62. PRESCRIBED REQUIREMENTS FOR CONSTRUCTION.

A. General Requirements

1. The policies, plans, standards, and guidelines on building design, construction, use, occupancy and maintenance shall be in accordance with the provisions of the National Building Code of the Philippines (P.D. 1096) and its implementing rules and regulations and other existing local laws and ordinances.
2. A person or group of persons, or entity who intends to construct, operate, alter, or renovate an establishment covered under this Chapter shall first submit the plans and specifications to the Municipal Health Officer for review and recommendation for approval. The Municipal Building Official shall approve the plans and specifications as recommended by the Municipal Health Officer. All plans shall be submitted in duplicate copies.
3. The application for permit to construct, operate, alter or renovate such establishment shall be written on such forms issued by the Municipal Health Officer together with other supporting documents which are necessary for proper review of plans.
4. The establishment shall be built or renovated in accordance with the approved plans after the Municipal Health Officer and the Municipal Building Official have given approval of changes in writing. The operator shall notify the Municipal Health Officer and the Municipal Building Official at specific predetermined stages of construction and at the time of its

completion and to permit inspection of the establishment during and after construction.

5. The new establishment or portions of existing establishment that have been altered or renovated shall not be placed in operation until such inspection shows compliance with the requirements of these rules and regulations.

B. Walls, Partitions and ceilings

1. Walls or wall coverings shall not have open spaces or cracks that would provide harborage of vermin.
2. Walls and partitions inside the sanitary and laundry facilities shall be made of smooth and impervious material or coverings, such as ceramic glazed tiles, with a minimum height of two (2) meters (6.56 feet) starting from the floor. All walls that exceed the said height shall be made of impervious, smooth and light-colored material.
3. Partition walls between water closets shall have a height of at least two (2) meters (6.56 feet) and terminates thirty (30) centimeters (1 foot) above the floor.
4. All ceiling in the sanitary facilities shall be made of smooth, light colored and non-toxic material.

C. Windows and Doors

1. Rooms which are not provided with artificial ventilation system shall be provided with window/s with opening space of not less than ten percent (10%) of the floor area of the room and which shall open directly to a clear space.
2. Windows of toilet rooms shall be so located above eye-level and shall be provided with No. 16 mesh screen unless otherwise air-conditioned.
3. All doors shall open outward, shall be self closing and made of easily-cleaned, light-colored, smooth, non-toxic and rust proofed materials.

D. Floors

1. All floors shall be constructed of concrete or any impervious, easily cleaned and non-toxic materials.
2. Floors of the laundry area which are subjected to frequent wetting shall have a fairly smooth surface and properly sloped (at least 2%) towards a drain. Floor drains shall be equipped with a metal strainer or cover.
3. Floor coverings such as vinyl tiles, wood parquet, linoleum, carpets, or any other similar materials shall be prohibited in the laundry area or in areas subjected to frequent wetting.
4. There shall be sufficient floor space for comfort and for carrying out duties effectively and efficiently. Working spaces, stairways, aisles, or any passageways shall have at least a dimension of 1.20 meters to permit free unobstructed movement of persons.

E. Lighting

1. All areas in the establishment shall be properly lighted, either by natural or artificial lights, or both.

TABLE 2: MINIMUM STANDARDS FOR ILLUMINATION

AREA	MINIMUM ILLUMINATION	
Hallways, exits, stairways and landing (on floor), elevators, escalators and dining rooms	20 foot candles	215.2 lux
Locker rooms, toilets and bathrooms	10 foot candles	107.6 lux
Kitchens, storage rooms, supply rooms	20 foot candles	215.2 lux
Outdoor pathways	2 foot candles	21.52 lux
Working area where seeing tasks requiring discrimination of fine details under conditions of fair contrast and where the nature of work is very exact and prolonged	100 foot candles	1076 lux
Working area where seeing tasks requiring discrimination of details over prolonged periods of time and under conditions of moderate contrast	50 foot candles	538 lux
Working area where casual seeing tasks not involving discrimination of fine details	10 foot candles	107.6 lux
Working area where rough seeing tasks not requiring critical seeing	5 foot candles	53.8 lux

2. Supplemental lighting shall be added where the tasks require more light than is required by the general illumination.
3. Lighting shall be reasonably free from glare and evenly distributed to avoid shadows.
4. The intensity of the required illumination inside the establishment shall be maintained at a point 76.20 centimeters (30 inches) above the floor.
5. There shall be provisions of sufficient lighting fixtures on open areas capable of illuminating dark places in the establishment especially at night.
6. Switches of lighting fixtures shall be conveniently located.
7. The level of illumination of other areas not otherwise mentioned shall be of such intensities as may be required by the local health officer concerned as recommended by the sanitary engineer.

F. Ventilation

1. An appropriate and efficient natural and/or mechanical ventilation system shall be provided in all areas of the establishment to prevent excessive temperature, moisture, and humidity as well objectionable odors, fumes, and impurities produced by the laundry process. Mechanical device such as an exhaust duct, air-filtration unit, dehumidifier and an air conditioning system shall be provided in areas where necessary.
2. When natural ventilation is provided, rooms intended for use shall be provided with a window or windows with a total free area of openings equal to at least ten percent (10%) of the floor area of the room, and such window shall open directly to a clear space.
3. In the absence of effective natural ventilation, a mechanical ventilation system shall be provided in places and areas of the establishment that will maintain the temperature between 25°C to 28°C and a relative humidity from 410% to 60%. All other ventilation requirements shall be as follows:

a. Soiled-Linen Sorting Room.

Provide an exhaust fan with a minimum fan diameter of 25.40 centimeters per 35 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 6 to 10 air changes per hour) discharged to a clear space without recirculation of used air. The ventilation shall provide an air flow from clean linen area to soiled linen area.

b. Washing and Drying Room.

Provide an exhaust fan with a minimum fan diameter of 15.24 centimeters per 35 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 2 to 5 air changes per hour).

c. Clean-linen Sorting and Storage Room.

Provide an exhaust fan with a minimum fan diameter of 15.24 centimeters per 35 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 2 to 5 air changes per hour).

d. Ironing and Mending Room.

Provide an exhaust fan with a minimum fan diameter of 25.40 centimeters per 35 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 6 to 10 air changer per hour).

e. Chemical Storage and Supply Room.

Provide an exhaust fan with a minimum fan diameter of 25.40 centimeters per 35 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 6 to 10 air changes per hour).

f. Kitchen and Dining Room.

Provide an exhaust fan or blower with a minimum fan diameter of 25.40 centimeters per 35 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 2 to 5 air changes per hour).

g. Offices and Study Rooms.

Provide an exhaust fan or blower with a minimum fan diameter of 15.24 centimeters per 35 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 2 to 5 air changes per hour).

h. Toilet and Bathroom.

Provide an exhaust fan or blower with a minimum fan diameter of 15.24 centimeters per 35 cubic meter room volume (or equivalent minimum cubic meter of air per minute at 2 to 5 air changes per hour). Windowless bathroom shall be provided with mechanical exhaust system that is connected to the light switch.

4. Air circulation of the room of the establishment shall be supplied through air inlets arranged, located, and equipped so that the personnel, guests, and visitors are not subjected to air velocities exceeding 1.02 meter per second.
5. The ventilation of other areas not otherwise mentioned shall be of such capacity that will be required by the local health officer concerned.

F. Sound and Vibration

Excessive noise and vibration produced within the establishment shall conform with Chapter XIX - "Nuisances and Offensive Trades and Occupations" and Chapter VII - "Industrial Hygiene" of the Code on Sanitation of the Philippines (P.D.856) and its implementing rules and regulations, the Occupational Health and Safety Standards formulated by the Department of Labor and Employment and other existing laws, rules and regulations.

Section 63. SPECIAL PROVISIONS FOR COMMUNITY LAUNDRY AREA.

A. Site Requirements

1. The area provided for a community laundry shall be at least 500 square meters and located only in places designated under existing zoning laws and ordinances. Where no zoning law or ordinance exists, the Municipal Health Officer shall determine the suitability of the location.
2. The establishment shall not be located in areas prone to flooding and other hazards.
3. Accessibility of the establishment to national roads and transportation shall be considered.

B. Prescribed Requirements for Construction

1. There shall be an adequate number of stalls provided for each person. The total area to be afforded for stalls shall not be more than forty percent (40%) of the total community laundry area.
2. The minimum area for each stall shall be two (2) square meters (21.52 square feet) with no dimension lesser than 1.3 meters.
3. Each stall shall be divided by partitions having a minimum height of 1.0 meter (3.28 feet) and providing sufficient clearance from the ceiling to facilitate free movement of air within the laundry area.
4. Each stall shall be provided with two (2) laundry trays/sink equipped with a stopper.
5. The top of the laundry tray/sink shall be elevated to at least 0.9 meter (2.95 feet) from the floor.
6. One movable faucet which can be directed to and supply either of the two tray shall be provided. There shall be one hose bibb conveniently placed and located 0.3 meter above the floor level along the side of the stall.
7. Trench drain with grating cover connected to an approved wastewater disposal system shall be provided for each stall.
8. There shall be no toilet and bathroom facility that shall open directly towards any laundry stall.
9. The aisles between laundry stalls shall have a minimum width of 1.5 meters (4.92 feet) to facilitate smooth flow of persons in the laundry area.
10. The aisles shall be 0.1 meter (0.328 feet) higher than the floorings of the laundry stalls.

Section 64. SANITARY REQUIREMENTS FOR LAUNDRY SERVICES.

A. General Requirements

1. The establishment shall be located only in places or areas designated under existing zoning laws and local zoning ordinances. Where no zoning law or ordinance exists, the Municipal Health Officer shall determine the suitability of the location.

2. The establishment shall be maintained clean and sanitary at all times. Due care shall be employed in proper handling, cleaning, washing, sanitizing, storing and transport of linen and other washable goods in order to prevent infection or contamination.
3. The establishment shall provide adequate and efficient laundry equipment and facilities. Laundry facilities and equipment shall have a regular maintenance, cleaning, and disinfection.
4. The Laundry operation (collection, sorting, washing, ironing and folding) shall be done in such a manner so as to produce top quality work in the most efficient manner possible.
5. All the personnel or workers engaged in the laundry process shall observe and ensure hygienic practices and proper procedures in the laundering of linens and other washable cloths.

B. Sorting of Linens

1. There shall be a coding or marking system for sorting, washing, storage, and delivery of linens. The marking or coding system shall be done utilizing color codes, labels, tags, or print on bags or containers.
2. All personnel and worker shall be fully aware and properly informed in the adoption and implementation of this marking or coding system. This marking or coding system when employed shall be made easily and readily visible, identified and understood by persons engaged in the processing of linens.
3. Sorting of linens shall be employed to prevent cross contamination or losses. Sorting of linens shall be done according to the coding or marking system, degree of soilage (heavily-soiled or light-soiled), color and rate of colorfast, size, type of fabric, specified time for washing, or extent or degree and type of contamination.
4. Sorted linens shall be properly handled during collection with minimum agitation and shaking as possible. Due care must be employed to prevent the contact of soiled linens from any other surface except from the soiled linen bag or washer.

C. Linen Bags and Linen Carts

1. There shall be an exclusive laundry bag or container made of impervious, non-toxic, rust-proof, leak-proof and easily cleaned material used to store dirty linens. Small-sized laundry bag or container (not greater than 0.3 cubic meter or about 90 centimeters by 60 centimeters by 50 centimeters) are much preferable than big-sized laundry bag or container or to which it shall fit to an existing laundry chute. Reusable soiled-linen bags or containers shall be cleaned and sterilized after every use.
2. Linen carts shall be used for collection and delivery of linen-filled laundry bags which shall be of two types: soiled-linen cart and clean-linen cart. Both carts shall be used for its exclusive purpose.
3. Linen carts shall be made and constructed with an impervious, easily cleaned and movable, rustproof and non-toxic material. Linen carts shall be enclosed and provided with a tight-fitted lid and shall always be kept closed except when placing or retrieving the linen-filled laundry bag.
4. All linen bags or linen carts shall be replaced with a new one when necessary.
5. It shall be a routine procedure to have an effective regular maintenance, cleaning and sterilization of every cart. Soiled-linen carts shall be cleaned and sterilized after each day's operation or more frequently when necessary. Clean-linen carts shall be cleaned and sterilized at least three times a week or more frequently when necessary.

D. Laundry Vehicles

1. Laundry trucks or vehicles shall be enclosed and provided with a tight-fitted door. The inside of the truck used to store the washable goods shall be made of impervious, non-toxic, rust-proof, smooth leak-proof and easily cleaned material.
2. There shall be a separate laundry vehicle used to transport soiled linen from clean linen. Contamination of clean linen shall be prevented.
3. The place inside the laundry vehicle where the linens are stored shall be separated and isolated from the driver and passenger seats.
4. There shall be an effective regular maintenance, cleaning and disinfection of every laundry vehicle, with the soiled-linen laundry vehicle done at the end of each day's operation or more frequently when necessary and the clean-linen laundry vehicle done at least three times a week or more frequently when necessary.

E. Laundry Rooms

1. There shall be a separate enclosed room for sorting and storing of soiled linens equipped with a separate system for air intake, filtration, and exhaust which shall be discharged to a clear space with a distance conforming to the requirements of the National Building Code of the Philippines.
2. The washing and drying room shall be enclosed and unallocated with other rooms and provided with tight-fitted doors and windows. This room shall always be kept closed except during receiving and delivering of laundered linens. Laundry equipment and facilities in contact with linens shall be cleaned and disinfected after each day's operation

F. Defined Laundering Process.

1. The proper and suitable laundering and ironing instructions recommended and printed in the care label of each garment shall be strictly followed.
2. It is preferable to soak first in clean potable water for at least thirty (30) minutes all the soiled linens before the washing process. Rub liquid detergent on badly soiled areas before soaking. Remove stains as early as possible before the application of hot water.
3. There shall be at least two cycle of sudsing and four cycling of rinsing that shall be employed in the laundering process. All persons using laundry equipment shall follow the manufacturer's directions and guides on the proper use of washing machines.
4. The prescribed quantity, proper use and appropriate type of detergent shall be applied during the washing process. Avoid using detergent more than the prescribed amount so as not to produce excess suds that will make the rinsing process ineffective.
5. Bleaching solution, when used, shall be applied to white linens during sudsing cycle when the detergents have liquefied. It shall be important to know the type of bleach that shall be used to a certain type of fabric (e.g) sodium hypochlorite is not safe on silk and wool but slow acting hydrogen peroxide is safe on this type of fabric).
6. The water used for washing shall be adequate, potable and preferably soft and practically free from dissolved minerals. If possible, the temperature of water shall be adjusted to provide a beneficial effect on the efficiency of the laundering process; warm water; and wash-and-wear fabrics, cool water. Washing temperatures shall be as follows:

- a. Hot – Water temperatures higher than 46°C (115°F).
 - b. Warm- Initial water temperature of 30°C to 45°C (86°F to 113°F); water shall not be irritating to the skin.
 - c. Cold- Initial water temperature up to 29°C(84°F); it shall be the same as the temperature of tap water.
7. The laundering process shall be appropriate to provide the maximum stain removal from the type of work being processed. The stain removal technique shall depend on the nature of the stain, the age of the stain, and the process to which the linen is subjected.
 8. All linens with stains or in need of repair shall be separated and treated. Washed linens containing hard to remove stains shall be treated with an appropriate chemical stain remover and/or applied with a physical removal procedure. The common stain remover for different type of stains shall be as follows:

TABLE 3. COMMON STAIN REMOVAL PROCEDURE

Type of Stain	Method of Removal
Blood	Use cold water to sponge or soak the stain. Wash fabric in warm soapy water.
Chewing gum	Harden the gum with an ice cube, and rub it until it crumbles away, or use dry-cleaning solvent.
Chocolate or cocoa	Scrape-off as much of the stain as possible with a dull knife. Then wash fabric in warm soapy water. Sponge stubborn stains on white fabric with hydrogen peroxide and rinse thoroughly.
Fruit	Sponge the stains with cold water as soon as possible. Then wash the fabric. If the stain remains, use bleach on it. Once a fruit stain has been ironed, it probably will not come out.
Grass	Sponge the stain with alcohol and then wash it. Or wash the stain with detergent and then wash the fabric in hot water. If this does not remove the stain, use a bleach.
Grease	Rub the stain with detergent and then wash the fabric in hot water. If this does not work, sponge the stain with a cleaning fluid.
Soft drinks	Sponge the stains with cool water. Dip white clothes into a chlorine bleach solution for 1 minute and then rinse well. Pour glycerin on colored fabrics. Let stand for 30 minutes and rinse with water.
Ice cream	Sponge the stain with cold water. Then wash the fabric in warm suds.

9. There shall be proper training and awareness of counter personnel and technicians of the establishment regarding the identification of stain and the stain removal process.
10. Bluing, fabric softener, fluorescent brightener, and other additives shall be preferably added to the final rinsing process to improve odor, whiteness and quality of fabric.

G. Drying Process

1. The use of automatic controlled extractors shall be preferably used in partial drying to save time, reduce effort, and produce a better result.
2. The manufacturer's specification on the amount of linen and time required that may be loaded in the tumbler or extractor shall be followed.
3. A gas, steam, or electric-powered dryer with a temperature not less than 60C (104F) shall be used and is more preferable than a clothesline in urban areas because of the possibility of contamination due to presence of pollution.

H. Ironing and Finishing Process

1. There shall be a separate enclosed mending room used for repairs of damaged articles and provided with adequate trained personnel, necessary equipment, tools and mending supplies.

2. The finishing process (sorting, ironing, and storing of clean linens) shall be done in an efficient and hygienic manner, which shall protect the linens against contamination.
3. Ironing shall be used both for aesthetic and disinfection of linens.
4. Light-colored linens to be ironed shall be at least approximately 10% moisture by weight which shall be driven off by heat under pressure to produce a smooth and better result in linens. Multi-colored linens or garment's moisture content after wash shall be reduced as much as possible to avoid potential color transfer.
5. All washed and dried linens which are ironed and those linens which do not require ironing shall be 100% dry to prevent fungal and other microbial growth.
6. Ironing shall be done according to the recommended instruction on the care label of each garment, extent of crumples and wrinkles, type of fabric (for temperature control), size or shapes of linens, or according to the needs of the linen room.
7. Ironing shall be appropriately accomplished in either of various ways such as by using steam iron, flat-work iron, jack-iron press, or manual hand iron or combination of two or more ways as set by the laundry supervisor.
8. Ironing boards, press boards or any similar boards used for ironing and where linen comes in contact shall be clean and covered by light colored materials to prevent dirt or color transfer.
9. The folding procedure shall be according to the classification of the linen being processed and the needs of the linen room as set by the laundry supervisor.
10. Wash-and-wear fabrics may be folded rough-dry or placed in hangers, placed in a clean, impervious, smooth, easily cleaned, non-toxic and rustproof laundry bag or container prior to storage, pick-up or delivery.
11. There shall be personnel, facilities and equipment provided for the regular testing and inspection to assure that the laundering and disinfecting procedures done are effective that the laundered linens are clean and free from stains, infectious, contagious, communicable and other type of health-hazard contaminants.
12. All final products shall be clean, soft, pleasing in appearance, free from stains, discoloration, holes, wear, tear, irritating odors and other contaminants.

I. Clean-linen Storage Room

1. Clean-linen shelves shall be cleaned and disinfected frequently and kept free from the accumulation of dust and other contaminants.
2. All clean-linen closets shall be kept close except during the placing and retrieving of clean linen. It shall be cleaned and disinfected frequently and kept free from accumulation of dust and other contaminants.
3. Storage rooms of linens shall be enclosed and provided with tight fitted doors.
4. There shall be regular and effective disinfecting procedures of storage rooms at least once a week done by trained personnel provided with adequate and effective disinfectants and disinfecting equipment.
5. Tables, racks and other surfaces or areas which comes in contact with clean linens shall be made of impervious, smooth, easily cleaned, non-toxic and rust proof material. It shall be cleaned and disinfected regularly at the end of each day's operation and in times of possible contamination.

Section 65. SPECIAL PROVISIONS FOR INSTITUTIONS AND OTHER ESTABLISHMENTS WITH LAUNDRY SERVICES AND FACILITIES

A. Laundry from Hospitals and other Health-Related Institutions

1. Linen Supply

- a. The linen service of the hospital or institution shall maintain an adequate supply of clean linen to meet the needs of the facility.
- b. The minimum number of clothes and linens per cycle for a single bed in a hospital or any medical facility shall be; two (2) pieces of bed sheets, two (2) pieces of pillow cases, two (2) pieces of pillow cover, two (2) pieces of pillows, a piece of blanket, a piece of pants, a piece of camisa, a piece of towelette, and a piece of bath towel.
- c. There shall be at least six (6) cycle capacity of clothes and linens per bed in the hospital or any medical facility: one (1) cycle is for the stock initially used by patients in the ward; one (1) cycle is prorated, one (1) cycle is for emergency use; one (1) cycle is washed in the laundry; and three (3) cycles are in the stock room.
- d. There shall be a minimum of six (6) cycle of specialized linens and clothes (such as ICU gowns, OR gowns, RR gowns, eyesheet, baby dresses, diapers, tray linings, flannel, draw sheets, etc.) depending upon the requirements for a certain category of the hospital (primary, secondary, or tertiary).
- e. The changing of linens for beds and clothing of patient shall be based on existing regulation of the hospital or institution, or upon the request of the patient or his/her guardian.

2. Sorting of Linens

- a. The hospital or institution shall adopt a coding or marking system for sorting, washing, storage and delivery, which may depend upon the following considerations: the place where the soiled linens are first collected; the type and degree of soilage or contamination of the soiled linen; the color and rate of discoloration of the linens; the size and density of the linens; the type of fabric used; and all other factors that may be common and frequent in hospitals and health-related institutions.
- b. All soiled linen from different areas of the hospital or institution shall be clearly labeled and identified and suitable precautions in handling and processing shall be taken into account especially those linens contaminated with infectious microorganisms.

3. Collection and Transport of Linen

- a. The soiled linen shall be collected in-situ, sorted as little as possible and shall be placed directly inside a marked or coded, clean, uncontaminated, impervious, non-toxic, leak-proof and rustproof laundry bag or container.
- b. As much as possible, pressing of the bag shall be avoided to prevent expelling of air coming from the bag.
- c. The soiled laundry bag or container shall always be kept tightly closed, using a disposable adhesive tape. It shall be open only during placing and removing of the soiled linens.

- d. The quantity of soiled linens to be placed in the laundry bag or container shall not exceed the 2/3 full capacity of the laundry bag or container.
- e. The collected laundry may be transported to the laundry area by using the soiled-linen carts or through the linen chute provided for each floor. All soiled-linen laundry bags shall be of appropriate size to fit inside a laundry chute.
- f. There shall be no soiled linens, soiled-linen laundry bag or container, or soiled-linen cart which shall enter or pass through clean linen processing or storage area. Otherwise there shall be no clean-linen, clean-linen laundry bag or container, or clean-linen laundry cart which shall enter or pass through soiled-linen processing area.
- g. All linen-chute doors shall be tight-fitted, self-closing, and located in separate, well-ventilated, fireproof rooms away from corridors, food preparation rooms, wards, and other uncontaminated area.
- h. Linen-chutes shall be disinfected regularly. One of the procedures is by using a small pressurized spray tank with pump fitted with a hose of sufficient length which are able to reach the distance of about 6 meters (20 feet). The tank is filled with a germicide such as a non-corrosive diluted two percent (2%) orthophenolic solution which shall be sprayed perceptibly until all the surfaces become wet.
- i. The bag or container containing the soiled linen shall be kept inside the room until the room-to-room collection schedule.
- j. Soiled linens that are not properly contained in the laundry bag shall not be directly placed or transported down through the linen chute.
- k. The soiled-linen cart shall be enclosed with a tight-fitted closing lid to prevent the possible dispersion and spread of contaminants to other areas during collection and transport of soiled-linen bag.
- l. There shall be a selected route in the transport of soiled linen which shall be away from critical nursing areas, food service areas and other clean and uncontaminated places in order to prevent microbial air contamination.

4. Special Handling of Contaminated Linen

- a. A suitable procedure shall be developed in coordination with the hospital's infection control committee on the proper handling, collection, transport, and processing of bio-hazard (isolation) linen.
- b. Linens from the emergency room, operating room, delivery room, nursery, isolation ward, communicable disease ward, surgery room, intensive care unit, laboratories and other rooms and areas which are possibly contaminated with contagious or communicable disease shall be separated and isolated from other linens.
- c. Linens coming from such areas shall be placed first in a water soluble linen bag before placing it in a soiled-linen bag. The water soluble linen bag shall be washed together with the infected linens without pre-sorting.
- d. Such linens shall be sterilized or subjected into the washing process utilizing hot water for at least 25 minutes in order to kill all of the microorganisms present in the linen. It shall be washed separately from other linens.
- e. The method of disinfection or sterilization to be used in linens shall be effective and appropriate to the type of microorganism that it will eradicate, the required time of contact, the pH and temperature of water or medium to be used, the concentration of the disinfectant, the presence of extraneous materials, and the degree of infection or contamination.
- f. Condemnation or disposal of linens shall be based on the duration of time the linen was used [usually six (6) months of continuous use], degree and

type of stains or contamination, wear and tear, discoloration, and appearance.

5. Contracting Out Laundry Services

- a. All hospitals and other health-related institutions contracting out their laundry services shall follow all the pertinent provisions outlined herein and all other implementing rules and regulations of the Code on Sanitation of the Philippines (PD 856).
- b. Laundry service contractors shall handle and process linens from hospitals and other health-related institutions separately from linens coming from other establishments.
- c. All laundry equipment, facilities and mode of transport which comes in contact with linens from hospital and health-related institutions shall be cleaned and sterilized first before the processing of linens coming from a different source.

B. Laundry from Hotels, Motels, Lodging Houses, Resorts, Massage Clinics, and other Similar Establishments

1. Laundry from hotels, motels, lodging houses, resorts, massage clinics, and other similar establishments shall conform with the Code on Sanitation of the Philippines (PD 856) and its implementing rules and regulations.
2. The linen service shall provide an adequate and uninterrupted supply of clean linen to meet the needs of the institutional establishment.
3. There shall be separation of linens into different categories so as to minimize sorting and prevent cross contamination such as those coming from:
 - a. Food service areas such as kitchen, dining room, restaurant, bar, and other similar place;
 - b. Guest rooms; and
 - c. Uniforms, clothing, and personal linen of employees and guests.
4. Laundry contractors servicing such establishments shall conform to the pertinent provisions outlined herein and all other implementing rules and regulations of the Code on Sanitation of the Philippines (PD 856).

Section 65. SPECIAL PROVISIONS FOR COMMERCIAL LAUNDRY.

A. Diaper-Supply Laundry Service

1. Laundry services specializing with the diapers for babies shall handle, sort, transport, launder and store such linens separately from other linens.
2. Washing and sterilizing procedures shall be effective to ensure the complete removal of soil waste, microorganisms, and other types of contaminant, which may remain in the diaper.
3. The establishment shall use detergents and disinfectants which are strong enough and effective yet shall not cause irritation of babies' tender skin.
4. There shall be a continuous supply of diapers on a regular schedule and the diaper laundry contractor shall avoid deprivation of supply to customers of such items.

B. Linen-Supply Laundry Service

1. The establishment shall provide continuous and regular delivery schedule of clean and uncontaminated linens based on the client requirements.
2. There shall be separate laundering of uniforms from offices and uniforms coming from hospitals and health-related institutions. The prevention of cross contamination between such linens shall be prevented.
3. The establishment shall provide separate handling, sorting, transport, laundering, and storage of linens and other materials used for cleaning purposes (e.g. mops, rags, mats, shop towels, etc.) from uniforms and other clothes worn by workers and employees.
4. The establishment shall adopt the most effective and feasible laundry process (e.g. the use of dry cleaning procedure for linens with great amounts of oils and grease, etc.) which shall be applicable to different types of soilage of linens.
5. There shall be additional equipment for the entrapment of oils, grease, other petroleum materials and coarse dirt or solids for an efficient wastewater treatment system.
6. Linens which shall be subject to dry-cleaning procedures shall conform to pertinent provisions of sub-section 10.4 of these implementing rules and regulations.
7. Linens which are not pleasing in appearance such as those with unremovable stains, discolored, worn-out or torn-out garments shall be discarded, condemned, recycled or otherwise disposed of in accordance with Chapter XVIII – “Refuse Disposal” of the Code on Sanitation of the Philippines (PD 856) and its implementing rules and regulations.

C. Laundromats

1. There shall be an efficient and adequate number of laundry equipment and facilities provided in the establishment.
2. The complete laundry cycle done by the laundry machine operation shall be effectively clean without any visible sign of soilage or contamination. The drying process shall attain a 100% dryness of all linens.
3. There shall be adequate number of personnel to entertain and attend to customers during the processing of his/her clothes and linens, for payment of the corresponding fee, and for security purposes.
4. There shall be a waiting lounge of adequate space and equipped with sufficient number of seats provided to all customers.
5. The loss or exchange of clothes or linens between customers shall be prevented.
6. Defective and inefficient laundry machines shall be removed and repaired or replaced with functional laundry machines.

D. Dry Cleaning Laundry Service

1. An effective and suitable dry cleaning laundry procedure to provide clean garments and prevent damage/s shall be performed to conform to the type of fabric, designs and coloring materials of each garment.
2. There shall be an initial test before a linen or garment is subjected to the dry cleaning process such as test for color transfer, discoloration, or dye bleeding and other necessary tests.
3. It shall be necessary to use proper classification and specified duration of dry cleaning cycle, separation of dark-colored and light-colored garments, and degree of soilage for garments.
4. Finished linens or garments shall not have any chemical odor or residue retained before delivery to customers.

5. The establishment shall have adequate number of trained personnel, facilities and equipment for an efficient operation of the dry cleaning laundry process.
6. The operator of the establishment shall perform a preventive maintenance and weekly monitoring of the dry cleaning machines and other similar equipment as recommended or required by the equipment's manufacturer including the record keeping of such maintenance operations.
7. Dry cleaning machines shall be tested for safety and certified by a nationally-recognized testing laboratory. It shall meet the minimum environmental standards.
8. Dry cleaning machines and other similar equipment shall be equipped with a spill containment system. Solvent storage containers shall be located around and within a spill containment area.
9. The entire dryer of the dry cleaning laundry process shall be vented through a carbon absorber or equally effective control device and shall be regularly replaced (when the residue from the diatomaceous earth filler contains more than 25 kilogram of solvent per 100 kilogram of waste filter material).
10. Laundry establishments shall perform vapor and liquid leak detection tests weekly or as frequent as necessary and when such need arises as detected by a leak detection device or by a common sight, smell, or sound.
11. The establishment shall be provided with adequate number and effective dry cleaning chemical vapor leak detection device. The dry cleaning chemical vapor leak detection device shall pass the minimum standards required by a nationally-recognized testing laboratory.
12. During emergencies, leaks shall be controlled and contained as early as possible. There shall be preventive procedures and awareness program conducted by trained personnel.
13. Laundry chemicals which are proven risky to health and environment shall be phased-out in accordance with health and environmental laws, rules and regulations.
14. Discharge of solvents or dry cleaning chemicals and wastes through public sewerage or drainage system shall be prohibited. It shall be disposed of, irrespective of quantity, as hazardous waste, which shall be in accordance with Republic Act No. 9275 (Clean Water Act), its implementing rules and regulations, other laws and regulations formulated by the Department of Environment and Natural Resources and other existing national and local laws, rules and regulations.
15. The Threshold Limit Value of solvents or dry cleaning chemicals shall conform to the Occupational Safety and Health Standards formulated by the Department of Labor and Employment.

Section 66. HEALTH AND SAFETY PROVISIONS.

1. The health, safety and comfort of customers and employees shall be preserved and considered in the working environment.
2. Linens from hospitals and other health-related institutions shall be handled, sorted, laundered and transported exclusively and separately from linens coming from other sources.
3. There shall be a complete separation and laundering of linens for each establishment or source.
4. The establishment shall provide the minimum type and quantity of medicines, medical supplies, equipment and services for emergency purposes as follows:

TABLE 8 - MEDICINES **

Note: ** Any medicine supply prescribed in the table may be substituted with one of comparable effectiveness, and shall be replaced with the same quantity immediately after consumption

MEDICINES	NUMBER OF WORKERS					
	1-50	51-99	100-199	200-600	601-2000	2001 & up
Topical Antiseptic, cc.	60	60	60	120	240	240
70% Isopropyl Alcohol, cc.	240	240	240	240	500	500
Aromatic Spirit of Ammonia, cc.	30	30	30	30	30	30
Toothache drops, cc.	15	15	30	30	30	30
Hydrogen Peroxide Solution, cc.	120	120	120	240	240	240
Burn Ointment, tube	-	-	1	1	1	1
Analgesic/Antipyretic tablets	10	10	10	20	30	40
Anti-histaminic tablets	-	-	10	20	30	40
Antacid tablets	10	10	10	20	30	40
Anti-diarrhea tablets	10	10	10	20	30	40
Anti-spasmodic tablets	-	-	10	20	30	40
Anti-hypertensive tablets	-	-	10	20	30	40
Coronary vasolidator tablets	-	-	10	20	30	40
Anti-asthma tablets	-	-	10	10	20	20
Anti-hemorrhage tablets	-	-	10	10	20	20

TABLE 9 – MEDICAL SUPPLIES AND EQUIPMENT**

MEDICAL SUPPLIES/ EQUIPMENT	NUMBER OF WORKERS					
	1-50	51-99	100-199	200-600	601-2000	2001 & up
First Aid Pamphlet	1	1	1	1	1	1
First Aid Box	1	1	1	1	1	1
Thermometer	1	1	1	1	2	2
Stethoscope	-	-	1	1	1	1
Sphygmomanometer	-	-	1	1	1	1
Sterilized Gauze Pads	5	5	5	10	20	20
Gauze bandages, roll	1	1	1	1	2	2
Adhesive tape roll	1	1	1	1	1	1
Absorbent cotton	*	*	*	*	*	*
Bandage Scissors	1	1	1	1	1	1
Triangular Bandage	-	1	1	1	2	2
Safety Pins	-	*	*	*	*	*
Wooden Tongue Depressors	-	-	100	100	100	100
Hot Water Bag	1	1	1	1	1	1
Ice bag	1	1	1	1	1	1
Disposable Hypodermic Syringes w/ needles, 2.5 cc	-	-	10	10	10	20
Rubber Tourniquet	1	1	1	1	1	1
Venoclysis set (IV tubing, butterfly)	-	1	1	2	2	2
Minor Surgical Instruments	-	-	*	*	*	*
Forceps	-	*	*	*	*	*
Sterilizer	-	-	-	-	1	1
Waste Pail	1	1	1	1	1	1
Soap, Cake	*	*	*	*	*	*
Linens	-	-	-	*	*	*
Bed	-	-	-	1	1	1
Stretcher	-	-	-	1	1	1
Cabinet for medicines and supplies	-	-	1	1	1	1
Examining Table	-	-	-	1	1	1

Note: ** Any medical supply/equipment prescribed in the table may be substituted with one of comparable effectiveness, and shall be replaced with the same quantity immediately after consumption

TABLE 10 – MEDICAL FACILITIES

MEDICAL FACILITY	NUMBER OF WORKERS					
	1 -50	51 -99	100 -199	200 -600	601- 2000	2001 & up
Treatment Room	-	1	1	1	-	-
Emergency Clinic	-	-	-	-	1	1
Dental Clinic	-	-	-	-	-	1

5. In the absence of medical officer or staff, emergency telephone and other communication equipment shall be provided together with the line numbers of ambulance services, doctors, and hospitals which shall be posted conspicuously in the establishment.
6. There shall be provisions for emergency exits, lights, and power supply in the establishment.
7. No chemical listed as prohibited or banned by the Department of Environment and Natural Resources and other national and international regulations shall be used in the establishment.
8. The establishment shall adopt a pollution prevention program.
9. Preventive maintenance program for laundry equipment and facilities shall be done on a regular basis.
10. All dry cleaning establishments shall have a contingency plan which shall include trained personnel and necessary equipment to deal with possible waste-related emergencies or accidents.
11. No contaminated linen shall be reused, recycled, sold, disposed, stored or placed together with sterile linens.
12. Linens and other substances or materials contaminated with radiation or any radioactive material shall be handled, stored, transported, or otherwise, disposed of in accordance with the laws, standards and implementing rules and regulations of the Philippine Nuclear Research Institute, Department of Environment and Natural Resources and other existing laws, rules and regulations.

Section 67. INSPECTION AND EVALUATION.

A. Responsible Officer

It shall be the duty of the Municipal Health Officer to cause the inspection and evaluation of every establishment requiring a sanitary permit for its operations at least every three (3) months and to cause additional inspection and re-inspection and evaluation as deemed necessary for the enforcement of these rules and regulations.

B. Sanitation Inspection Fee

The fees payable on every inspection shall be of such amount prescribed by local ordinance.

C. Mission Order

1. The Municipal Health Officer or the chief of the sanitation division/section/unit of the Municipal Health Office, as the case may be, shall issue a mission order (EHS Form No. 112) for every sanitation inspection that will be conducted by the sanitary engineer/sanitation inspector.
2. The mission order must contain the date, mission order number and series, the name of the inspector and the I.D. number, the business name, address, category of establishment to be inspected and the scheduled

dates of inspection. This must be shown to the operator of the establishment before any inspection is conducted. The immediate supervisor of the inspector shall monitor the enforcement of the mission order.

3. Sanitary inspection conducted without a mission order is prohibited.
4. The operator of the establishment shall report to the Municipal Health Officer or chief of sanitation division/section/unit any unauthorized inspection that was conducted.

D. Uniform of Sanitation Inspector and Aids to Inspections

1. The sanitation inspector shall wear the prescribed uniform of the office with the proper identification card while conducting the inspection.
2. He shall likewise bring all the equipment and supplies needed in the inspection such as the inspection forms, clipboards, thermometers, flashlight, measuring tape, camera, light meter, water pressure gauge, chlorine residual and pH comparator kits, black light, food and drink sampling kit, copy of the sanitation laws, regulations, standards and other reference materials needed in the inspection.

E. Frequency of Inspection

The inspection shall be conducted at least once every three (3) months.

F. Recording of Inspection

1. The sanitary engineer/sanitation inspector shall keep a record of all his inspections or evaluation reports in an inspection form.
2. The sanitary engineer/sanitation inspector shall furnish the original of such report to the operator of the establishment.
3. Demerits entered in the appropriate column of the inspection form shall indicate that the item does not conform to the requirements of these regulations.

G. Sanitation Standard

1. The percentage rating has an equivalent sanitation standard as follows:

Percentage Rating	Sanitation Standards	Color Code
90-100 %	Excellent	Luminous Green
70-89 %	Very Satisfactory	Luminous Yellow
50-69 %	Satisfactory	Luminous Red

2. Establishments with percentage rating below 50% shall be recommended for suspension of operation until compliance.
3. Sanitation Standard Rating Sticker (SSRS) shall be posted in a conspicuous part of the establishment, preferably at the door, for guidance of the customers. It shall be updated once every three (3) months, unless revoked earlier.
4. The average sanitation standard of every establishment shall be evaluated by the Municipal Health Officer/chief of sanitation division/section/unit every end of the year to determine its improvement/maintenance of rating.

H. Report of Inspection

1. The sanitary engineer/ sanitation inspector who conducted the inspection shall complete the sanitary inspection report, and whenever an inspection form issued indicates non-complying items, he shall notify the operator of the corrections to be made and indicate a reasonable period for its compliance.
 - a. The recommended corrective measures shall be specific in nature for the easy understanding and compliance of the operator of the establishment.
 - b. Reasonable period for compliance or grace period shall be inclusive of Saturdays, Sundays and holidays.
2. The sanitary engineer/sanitation inspector who conducted the inspection shall likewise prepare a sanitary order for approval by the Municipal Health Officer or chief of the sanitation division/section/unit.
3. Within 48 hours of the inspection or evaluation, the original inspection report and the sanitary order shall be furnished and acknowledged by the holder of the permit certificate, the operator of the establishment. The inspection report shall be personally delivered, or shall be sent through postal service and registered with return card.

I. Re-inspection

1. If upon re-inspection of the establishment after the deadline, the sanitary engineer/ sanitation inspector have found that the correction has not been effected, he shall report to the Municipal Health Officer who shall recommend to the Municipal Health Authority the revocation of the sanitary permit.
2. A copy of the inspection form and any notice served shall, in all cases be filed and kept by the Municipal Health Office and be available for inspection by authorized officials.

J. Service of Notice

1. Whenever an inspection or evaluation form indicates non-complying items, the Municipal Health Officer shall serve to the operator a sanitary order requiring him, within the grace period stated in the order, to take such remedial action as may be specified therein.
2. In the event of non-compliance of the first sanitary order by the operator, the Municipal Health Officer may serve a second notice.

a. Second Sanitary Order

- i. If the owner of the establishment needs additional time to comply with the first sanitary order, he shall request the local health officer in writing prior to the expiration of the said sanitary order, for an extension of the grace period. The Municipal Health Officer, upon the recommendation of the sanitary engineer/ sanitation inspector who conducted the inspection, shall act on such request.
- ii. Notice of hearing. The Municipal Health Officer shall call the operator to show cause, at a time and place stated in the notice, why the permit issued in respect of the establishment shall not be revoked.

K. Revocation of Permit

1. After prior notices and hearing as provided above, the Municipal Health Officer, if satisfied that the terms of the two notices have not been complied with or that failure to comply therewith is not excusable, shall recommend to the Municipal Health Authority the revocation of the said permit , or;
2. After the second sanitary order on an extended grace period, a re-inspection was conducted and still the owner/operator fails to comply with such order as reported by the sanitary engineer/ sanitation inspector, the Municipal Health Officer shall recommend to the Municipal Health Authority the revocation of the sanitary permit without delay and shall inform other related agencies of the municipality of such revocation.
3. Lifting of suspension of permit may be recommended whenever the operator of the establishment complies with the notices.
4. The operator of the establishment may file a motion for reconsideration to the Municipal Health Authority if he/she is not satisfied with the action of the Municipal Health Officer.
5. The Municipal Health Authority shall file court proceedings against any establishment continuously operating after the revocation of its permit.

L. Summary Suspension of Permits

Whenever the Municipal Health Officer finds unsanitary or unhealthy conditions in the operation of an establishment which in his judgment constitute a substantial hazard to the public health, the Municipal Health Officer may recommend the immediate suspension of the sanitary permit. Any person to whom such order is issued may file a written petition and shall be afforded a hearing within 48 hours.

M. Appeals

The person or panel conducting the hearing may confirm, modify or reverse the decision appealed from which decision shall be final.

N. Power of Entry

1. Any sanitary engineer/sanitation inspector or duly authorized officer of the Department of Health or the Municipal Health Office, upon presentation of proper credentials may at all reasonable times enter into the establishment or any premises used for any of the purposes referred to in these rules and regulations for the purpose of inspection or any other action necessary for administration of these rules and regulations.
2. Sanitary inspection shall be conducted by officials in accordance with Section 12, Sub-section 12.3 of this Code.
3. Sanitary inspections shall be done preferably during the time when the establishment is in operation.

O. Hearings

The Municipal Health Authority may conduct hearings regarding erring establishments to include appeals from establishments.

The decision of the Municipal Health Authority shall be deemed final and executory.

Section 68. RESPONSIBILITY OF THE LAUNDRY SUPERVISOR.

The laundry supervisor shall:

1. Comply with all the requirements and standards as stated in these implementing rules and regulations;
2. Ensure the proper laundry operation and cleaning and care of laundry equipment and facilities;
3. Provide schedule of laundry operation for an adequate and continuous supply of linen and according to the needs of the user at all times;
4. Be knowledgeable in the selection, quantity, and proper use of laundry cleaning supplies;
5. Provide a schedule for regular maintenance and cleaning of equipment and facilities;
6. Evaluate the effectiveness of the laundry operation;
7. Ensure that the linen is safe for the customer's use; and
8. Ensure the state of sanitation of the establishment.

Section 69. RESPONSIBILITY OF THE OPERATOR.

The operator shall:

1. Comply with all the requirements and standards as stated in these implementing rules and regulations;
2. Promote good personal hygiene among his employees and ensure updating of their health certificates;
3. Ensure the health, safety and comfort of all employees and customers in the establishments;
4. Provide adequate and appropriate sanitary facilities, personal protective equipment, and necessities to promote health, safety and sanitation in the establishment;
5. Renew the sanitary permit every year;
6. Assist the health authorities in conducting inspection of the establishment;
7. Ensure that the processes and materials used in the trade shall be environment-friendly; and
8. Provide regular training programs and instructions to all employees on health, sanitation and safety, conservation of the environment, and proper operation and maintenance of the establishment.

Section 70. RESPONSIBILITY OF THE MUNICIPAL HEALTH OFFICER.

The Municipal Health Officer shall:

1. Facilitate the conduct of inspection and evaluation of the establishment at least once every three months to ascertain their compliance to these implementing rules and regulations;
2. Coordinate with the Department of Health or its regional health offices for information and guidance on the enforcement of these implementing rules and regulations;
3. Issue sanitary permit upon completion of the requirements stated in these implementing rules and regulations; and
4. Prescribe precautionary measures to the operator for the prevention of accidents or spreads of contagious or communicable disease in the establishment.

Section 71. RESPONSIBILITY OF THE MUNICIPAL HEALTH AUTHORITY.

The Municipal Health Authority shall:

1. Implement the pertinent rules and regulations of the Code on Sanitation of the Philippines (PD 856), RA 9003 (Ecological Solid Waste Management Law), RA 9275 (Clean Water Act) and other national and local laws, rules and regulations;
2. Assist the Municipal Health Officer and other health regulatory personnel by providing necessary facilities, supplies, equipment, training programs and seminars for the promotion and improvement of the state of health and sanitation of the community;
3. Issue directives upon recommendation of the Municipal Health Officer for the prevention and control of any untoward circumstances that may jeopardize public health and safety.

CHAPTER IX

SWIMMING POOLS AND RESORTS

A. Swimming Pools and Bathing Places.

Section 72. GENERAL PRINCIPLES OF PUBLIC BATHING PLACES.

1. All public bathing places both natural and artificial should be under the sanitary control of public health authorities.
2. Standard of cleanliness and bacterial purity of the water should apply at both indoors and outdoors swimming pools and the same precautions should be taken against the possible spread of diseases.
3. At public bathing beaches on natural waters, the same sanitary standards should apply to bathing houses, dressing rooms, toilet facilities and to the handling and care of bathing suits, towels and other articles of bathing apparel as would be required at artificial swimming pools.
4. Sanitary drinking facilities with a supply of safe potable water should be installed at all bathing places.
5. The common use of towels, drinking cups, combs, hair brushes, or other toilet articles are strictly prohibited.
6. No dogs or other animals shall be allowed in the bathing and dressing rooms or other parts of bathing place enclosure.
7. Suitable placards embodying bathing places regulations and instructions shall be conspicuously posted in the bathing area and in dressing rooms.
8. No person with evidence of having any disease shall be allowed in the pool area, bathing places or bath houses.
9. No public bathing beach shall be maintained on a natural body of water that has been determined or declared by the Department of Health to be so contaminated as to be a menace to health if used for bathing.
10. There must be adequate number of life guards and attendants who are properly trained and qualified life savers, competent in aid and rescue methods and techniques, and in the use of artificial respiration and other resuscitation measures.

Section 73. SCOPE OF JURISDICTION OF THE DEPARTMENT OF HEALTH.

The Department of Health or its duly authorized representative shall have jurisdiction over public swimming or bathing places to protect the health and

safety of persons who use them. The Department of health shall promulgate the following rules and regulations:

1. **Approval of Plans** – All plans for public swimming pools shall be approved by the Department of Health or its duly authorized representative.
2. **Permits** – Before a public swimming pool, a bath house, or a public bathing or swimming place is placed in operation, the owner or operator must obtain a Sanitary Permit from the Municipal Health Authority. Such Sanitary Permit may be revoked for violation of or non-compliance with the rules and regulations of the Department of Health.
3. **Personnel and Supervision** – Adequate life guards and sufficient attendants shall be provided to operate the pool or bathing beach in an orderly manner and shall assist in sanitary control. No person shall be employed with the swimming pool and bathing places without a health certificate issued by the local health authority. This certification shall be issued only after the required physical and medical examinations are performed and immunizations are administered at prescribed intervals.

SWIMMING POOLS

Section 74. CHEMICAL AND PHYSICAL QUALITY OF SWIMMING POOL WATERS.

1. **Excess Chlorine**- Whenever chlorine calcium hypochlorite, or other chlorine compounds are used for swimming pool disinfection, the amount of available or excess chlorine in the water at all times when the pool is in use shall not be less than 0.5 ppm or more than 1.0 ppm. The sanitary inspector shall determine the amount of chlorine used in the swimming pool waters.
2. **Acidity/Alkalinity**- The swimming pool water at all times when pool is in use shall show that the hydrogen ion content (pH) of the pool water shall not fall below 7.4 or exceed 7.8, to be determined by the sanitary inspector.
3. **Clearness**- At all times when the pool is in use the water shall be sufficiently clear to permit a black disc 6 inches in diameter on a white field, when placed on the bottom of the pool at the deepest point, to be clearly visible from the side walks of the pool at all distances up to 10 yards measured from a line drawn across the pool through said disc.

Section 75. BACTERIAL QUALITY OF SWIMMING POOL WATERS.

1. **Bacterial Count on Standard Nutrient Agar – 24 hours – 37°C and Confirmed Test**- Not more than 15 percent of the samples covering any considerable period of time shall contain more than 200 bacteria per ml or shall show positive test (confirmed test) in any five 10 ml portions of water at times when the pool is in use. All primary fermentation tubes showing gas should be confirmed by the sanitary inspector.
2. **Preparation of bottle for sampling** – All samples of chlorinated swimming pool water shall be collected in bottles treated with sodium thiosulfate. The purpose of using water sample bottles containing sodium thiosulfate is to reduce the chlorine present in treated water at the moment the sample is collected to prevent a continuance of the killing action of the chlorine in the bacteria while the sample is being transported to the laboratory. The bacteriological examination then shows the true sanitary quality of the water at the time the sample was collected.
3. **Collection of samples**- The samples should be collected by plunging the open bottle beneath the surface, sweeping the bottle forward until filled. The

bottle should be rinsed in the pool or the sodium thiosulfate will be removed. Samples should be collected only when the pool is in use and preferably during periods of heaviest bathing leads during the day. It is desirable wherever facilities permit, to collect one or more samples weekly from swimming pools.

Section 76. PERSONAL REGULATIONS.

1. All persons using swimming pool must be required to take a cleansing shower bath in the nude, using soap and thoroughly rinsing of all soap suds, before entering the pool room or enclosure. A bath after donning a bathing suit should not be permitted.
2. A bather leaving the pool to use the toilet should be required to take a second cleansing bath before returning.
3. Every bather should be instructed to use the toilet and particularly to empty the bladder before taking cleansing bath and entering the pool.
4. Any person having any skin disease, sore or inflamed eyes, cold, nasal or ear discharges, or any communicable disease must be excluded from a public swimming pool.
5. Persons having any considerable area of exposed sub-epidermal tissue, open blisters, cuts, etc., should be warned that they are likely to become infected and advised not to use the pool.
6. Spitting, spouting of water, blowing of nose, etc., in the pool should be strictly prohibited. Bathers should be instructed that the overflow gutter is provided for expectoration.
7. All bathers should be instructed that blowing the nose to remove water is likely to force infectious matter into the sinus and inner ear cavities and possibly cause serious consequences.
8. Divers should be advised to wear rubber caps over the ears, and the use of nose clips is a protection for divers.
9. No boisterous or rough play, except supervised water sports, should be permitted in the pool, on the runways, diving boards, floats, platforms or in dressing rooms, shower room, etc.
10. Suitable placard embodying the above personnel regulations and instructions and those relating to suits and towels should be conspicuously posted in the pool room or enclosure and in the dressing rooms and offices at all swimming pools.

Section 77. SAFETY PRECAUTIONS AT SWIMMING POOLS.

1. In general construction, appliances and operation shall be such as to reduce to a practical minimum in swimming pools the danger of drowning and of injuries to bathers from falls or collisions.
2. Every swimming pool should be equipped for safety and rescue with:
 - a. One or more light but strong poles (bamboo or other) with blunted ends not less than 12 feet in length, for making reaching assists or rescues.
 - b. One or more throwing ring buoys not more than 15 inches in diameter having 60 feet of 3/16 inch Manila line attached, placed on racks at strategic points adjacent to the pool.
3. Every swimming pool should be equipped with First Aid Kit which should be kept filled and readily accessible for emergency use.
4. Every swimming pool should have a readily accessible room or area designate, equipped for emergency care of casualties. Minimum equipment for the emergency room should be the First Aid Kit previously suggested, a stretcher and two woolen blankets, for emergency use only.

5. Every swimming pool should provide, immediately adjacent to its telephone, a selected list of telephone numbers for (1) nearest available doctors, (2) nearest available ambulance services, (3) nearest available hospital or hospitals and (4) nearest available police or fire department rescue squads.
6. All walk areas used by patrons in bare feet should be, so far as possible, or nonslip construction.
7. Depth Markings- It is recommended that swimming lanes be marked on the bottom with dark colored material of the same kind as pool lining. The outlets of the pool should also be plainly marked by a black or dark colored circle, unless outlet grating is of a conspicuous coloring.

Section 78. SUITS, TOWELS AND CAPS.

1. At indoor pools used exclusively by men, nude bathing should be required. At indoor pools used exclusively by women, bathing suits should be of the simplest type.
2. At artificial pools all bathers with long hair should be required to wear rubber bathing caps.
3. It is desirable at artificial pools that all suits and towels be supplied and cared for by the management.
4. All such suits and towels must be washed with soap, boiling water, rinsed and thoroughly dried each time they are used.
5. Clean suits and towels must be kept strictly separated from those which have been used and unlaundered. Clean suits and towels must not be stored on shelves, handled in baskets, or passed out over counters where dirty suits have been.

Section 79. DRESSING ROOMS.

1. Bathhouse to be used simultaneously by both men and women should have two parts, one for each sex, entirely separated by tight partitions. Screens should be placed at entrances and exits of dressing rooms to break line of sight.
2. Floors of all dressing rooms and locker rooms should be smooth finished materials, impervious to moisture, with no open cracks or joints. All floors should have a pitch of about ¼ inch to the foot and should slope to a proper drain to permit washing down with a hose.
3. Walls and partitions of all dressing rooms and locker rooms should be of smooth, impervious material, without open cracks or joints. If walls of wood or similar material are use, all cracks and joints should be filled and the surface kept finished with paint or other sanitary waterproof coating. Partitions between dressing compartments should terminate not less than 4 inches above the floor to permit flushing of the entire floor area. House connections should be provided at frequent intervals for cleaning bathhouse facilities and pool area.
4. All furniture used in dressing room should be of simple character and of easily washable material. Lockers were provided should be of vermin-proof construction with joint. All lockers should be properly ventilated.
5. All dressing rooms and appurtenances must be kept clean at all times. The use of an insecticide spray for lockers and of disinfectant on floors, walls, and seats at frequent intervals is recommended.

Section 80. SHOWERS, TOILETS, LAVATORIES.

1. Adequate shower bath facilities should be provided for each sex at all artificial pools. Soap should be considered as a necessary part of each shower unit. The minimum number of showers provided should be in the proportion of one

- for each 40 bathers expected at time of maximum load, in the case of continuous bathing. Showers in the nude are to be encouraged to promote cleanliness.
2. Adequate and proper toilet facilities for each sex must be provided at all pools and beach bathhouses. The minimum number should be one toilet for each 40 women and one toilet and one urinal for each 60 men. Urinals should be of a type that will not cause splashing of urine upon legs and feet of bathers. Urinals and toilets should be so located that bathers will use them before entering the showers on their way to the swimming pool.
 3. Water flush toilets should be provided wherever possible. All toilets must be properly maintained.
 4. Lavatories located adjacent to toilets should be provided at all swimming pools in proportion of one bowl to each 60 persons using the pool at time of maximum load.
 5. The use of solutions containing 0.3 to 0.6 percent of available chlorine should be used as a foot wash for the prevention of so-called "athlete's foot". Bathers are required to rinse their feet in such a solution before entering the pools. Place to foot bath in exit from the showers to the dressing rooms so as to spread the chlorine over the dressing room floor and increase the time of contact.

Section 81. VISITORS' GALLERIES.

There must be an absolute separation of the space used by spectators and that used by bathers. There should be no means by which bathers can enter space reserved for spectators or vice versa. Visitors quarters must have a separate entrance. Galleries for spectators should not overhang any portion of the pool surface. Floor and footrail of the gallery should be of tight construction to prevent dirt tracked in from getting into the pool. Gallery floor should slope to a drain and should be flushed down with hose regularly. The drainage from the spectator should in no case be allowed to drain upon the area used exclusively by bathers. A curb or other provision should be used to prevent litter and dirt from being kicked or scuffed by spectators into the pool or pool area. Seats in galleries should be of non-absorbent construction to permit washing.

Section 82. LOCATION AND LAY-OUT OF POOLS.

1. The location of an outdoor pool will be governed largely by local conditions to conform to the sanitary requirements of the Department of Health.
2. The layout or arrangement of entrances and exits of the pool room in relation to dressing rooms, showers, and toilets must be such as to provide proper routing of bathers. Coming from the dressing rooms a bather be required to pass the toilets, and go through the shower room before arriving at the pool entrance.
3. At pools used simultaneously by both sexes, separate entrances and exits should be provided for men and women. There should be no connection between men's and women's quarters.
4. Entrances and exits must be located at shallow water portion of the pool.
5. If the pool is to be of circulation type, ample room must be provided for filters and other units. All recirculation piping, inlet outlet valves, etc., must be located where they will be readily accessible.
6. At pools where chlorine disinfection is to be used, it is recommended that the chlorine apparatus be so located as to be readily observed, and the location should be such that there is a minimum opportunity for leakage into equipment rooms or areas where persons gather. An exhaust fan for ventilation is a good safeguard.

Section 83. DESIGN AND CONSTRUCTION FEATURES.

1. In the design of a new pool, provision should always be made for complete circulation of water through all parts of the pool during the bathing period. Without proper circulation it is difficult or impossible to maintain good sanitary conditions at all times, even though the pool be completely emptied, cleaned, and refilled each day.
2. **Depth of Water** – The minimum depth of water in the deep portion of any public pool should not be less than 6 feet. Water areas shallower than 3 feet should usually be confined to separate wading pools.
3. **Slope of Bottom** – The slope of the bottom of any part of a pool where the water is less than 5.5 feet deep must not be more than 1 foot in each 15 feet. There should be no sudden changes of slope within the area where water depth is less than 5.5 feet.
4. **Overflow Gutters** – Overflow gutters should extend completely around the pool. The design of overflow gutters should be such that matters entering them will not be washed by a sudden surge of entering water, and that danger of bathers catching arms or feet in them be reduced to a minimum. The edge of an overflow gutter should be designed to serve as a handhold for bathers. Gutters should, therefore be sufficiently deep that bather fingers will not reach to the bottom. Sufficient opening must be provided to permit mechanical cleaning of the gutters.
5. **Steps and Ladders** – Steps or stairways for entering and leaving the pool should be of such construction as to minimize danger of accidents. Ladders or stairways should be located at one or both sides of the deep end of the pool.
6. Stairs and ladders should have a handrail on either side at the top leading out over the runway. Stairs should not project into the pool. If stairs are desired, the stairway should be recessed into the wall and the runway of the pool.
7. **Runways or sidewalks** – Runways not less than 4 and preferably at least 8 to 10 feet wide should extend entirely around the pool. Runway floors should have a slope of about $\frac{1}{4}$ inch to the foot, should be smooth and easily cleaned, but should be of nonslip construction so far as possible.
8. **Diving Towers** – Diving towers, when provided, shall be rigidly constructed and properly anchored at the bottom with sufficient bracing to insure stability under the heaviest load. A minimum safe water depth of 8 feet should be provided for diving, and in the case of diving platforms elevated 9 to 10 feet above the water, it is recommended that this depth be increased to a minimum of 10 feet.

CHAPTER X

CEMETERIES/MEMORIAL PARKS

Section 84. REQUIREMENTS FOR THE OPENING OF A CEMETERY/MEMORIAL PARK.

1. Resolution of the Sangguniang Bayan transmitting the application for the opening of a cemetery/ Memorial Park.
2. Application for opening of a cemetery/Memorial Park.

3. Ordinance prohibiting the construction of any dwelling house within the 25 meter zone and drilling of a well or any source of water supply within the 50 meter zones.
4. Map of the proposed cemetery/memorial park in triplicate indicating the dimensions of the cemetery/memorial park in length and width and 25-50 meters zones, the dwelling places and sources of water supply within said zones.
5. Title of ownership of the land proposed to be utilized as a cemetery/memorial park duly registered in the office of the Register of Deeds of the province.
6. Certification of the Municipal Health Officer with regards to the suitability of the land proposed to be utilized as a cemetery.
7. Construction of a strong fence around the cemetery/memorial park with a strong door and lock.
8. Construction of a chapel at the center of the cemetery/memorial park with an area of 50 square meters, 5m x 10m where funeral ceremonies may be held and incidentally serve as a haven for funeral attendants against the heat of the sun or rain.
9. Construction of a 2 meter main road from the gate to the rear and the 1 meter crossroads which divide the cemetery/memorial park in lots and sections.

I. In case the land involved is a public land

1. The site should be set aside by the President of the Philippines for cemetery purposes. Application therefore should be addressed to the Office of the President thru the Land Management Bureau in the form of a resolution by the Sangguniang Bayan.
2. When the site is owned by the Municipality, the Sangguniang Panlalawigan may set aside the said land for cemetery/memorial park purposes upon recommendation of the Sangguniang Bayan.
3. If the land is a private property, the title of ownership should be duly registered with the Registry of Deeds concerned. If a donation, the Deed of Donation should be likewise be registered.

Section 85. REQUIREMENTS FOR THE EXHUMATION OF REMAINS OF PERSONS WHO DIED OF NON-DANGEROUS COMMUNICABLE DISEASE.

1. Permit to disinter the bodies or remains of persons who died of other than dangerous communicable disease may be granted after such bodies have been buried for a period of three (3) years.
2. The remains upon exhumation shall be disinfected and place in a coffin, case or box tightly nailed and identified as to the name of the deceased, date and cause of death and place of re-interment.
3. Exhumation and transfer permits shall be secured from the point of origin.
4. Death Certificate.
5. Reburial permit shall be secured at the place of re-interment.

Section 86. REQUIREMENTS FOR THE EXHUMATION OF REMAINS OF PERSONS WHO DIED OF COMMUNICABLE DISEASE.

1. Bodies or remains of person who died of any dangerous communicable disease maybe exhumed after a lapse of five (5) years from burial.
2. The remains after exhumation shall be disinfected then placed in a hermitically sealed container, properly identified as to the name of the deceased, date and cause of date and place of origin.
3. Exhumation and transfer permits shall be secured from the point of origin.
4. Death Certificate.
5. Reburial permit shall be secured at the place of re-interment.

Section 87. REQUIREMENTS FOR TRANSFER OF CADAVERS FROM ONE PLACE TO ANOTHER.

1. Death certificate must be secured.
2. Transfer permit from the point of origin must also be secured.
3. Cadaver must be properly embalmed.
4. Burial permit to be secured at the place of destination and burial.
5. If the cadaver or remains has to pass thru Manila, the permit to transfer shall contain a condition that the transit fee required by the said City should be paid.

Section 88. REQUIREMENTS FOR THE REOPENING OF A CEMETERY.

1. B.H. Form 82, Report on Old Cemetery should be properly filled up especially with regard to the date of the last interment made in the cemetery.
2. A general exhumation should be made after the necessary exhumation and burial permit secured from the Office of the Municipal Civil Registrar of the place and the relatives or nearest-of-kin of the deceased persons are duly notified to enable them to claim the remains for reburial in authorized burial place.
3. For the purposes of notification, publication or posting of the list of the names of the deceased persons to be exhumed should be made for a period of 30 days prior to the date of exhumation.
4. All the remains upon exhumation shall be disinfected and those claimed by relatives placed in separate coffins, cases or boxes and properly identified as to the names of the deceased, dates and causes of deaths and places of reburial. The unclaimed remains shall be placed in one box or case buried in a common grave within the cemetery which should be permanently covered to safeguard public health.
5. After the exhumation shall have been made, the cemetery ground should be leveled and all the roads and paths, the chapel and the fence constructed or reconstructed and placed in good sanitary condition.

Section 89. REQUIREMENTS FOR CLOSURE AND REMOVAL OF CEMETERIES.

- A. A cemetery may be ordered closed when its further use poses a threat to public health such as when:
1. The requirements of Sections 1074 and 1075 of the Revised Administrative Code regarding distances from the nearest dwelling house or source of water supply are no longer met.
 2. The cemetery has been utilized in full and further burials can no longer be made.
- B. Resolution for the closure and removal of said cemetery shall be passed by the Sangguniang Bayan and submitted before general exhumation is effected.
- C. Exhumation and transfer permits required under Section 1090 of the Revised Administrative Code shall be secured from the Office of the Municipal Civil Registrar of the Municipality.
- D. For the purpose of notification, publication or posting in conspicuous places of the list of names of the deceased persons for exhumation to give opportunities to the relatives to claim for the remains buried therein for whatever disposition they may take in accordance with the provisions of the law.

- E. All remains claimed by relatives shall be disinfected. The unclaimed remains shall be placed in one case or box and reburied in a common grave in an authorized burial.
- F. The exhumation and reburial of the remains shall be under the supervision of the Municipal Health Officer who shall see to it that public health is not endangered.

Section 90. BURIAL OF BODIES OF PERSONS WHO DIED OF OR WITH A DANGEROUS COMMUNICABLE DISEASE.

- 1. No permit shall be granted for the transfer of the bodies of persons who died of or with a dangerous communicable disease.
- 2. Pursuant to Section 1092 of the Revised Administrative Code, bodies of such persons who died of dangerous communicable disease should be buried within 12 hours after death unless otherwise directed by the Municipal Health Officer or the Municipal Health Authority.

Section 91. MEDICO- LEGAL CASES.

Permit to exhume for medico-legal purposes may be granted subject to the following conditions:

- 1. That the death of the deceased shall first be registered in the Office of the Municipal Civil Registrar of the Municipality.
- 2. Exhumation and transfer permits required under Section 1090 of the Revised Administrative Code must be secured.
- 3. That only proper authorities and persons authorized to be present in the exhumation and investigation shall be allowed to be present.
- 4. That the remains immediately upon exhumation shall be disinfected and after the necessary investigation of the authorities concerned shall have been completed, the same shall be reburied in an authorized burial places.

Section 92. ANNUAL, SEMI-ANNUAL AND QUARTERLY REPORTS.

Annual, semi-annual and quarterly reports should be submitted to the Undersecretary for Health and Medical Services, thru the Director of Health Services.

Section 93. CADAVERS FOR SCIENTIFIC PURPOSE.

All applications for the use of cadavers for scientific purpose shall be forwarded to the Undersecretary for Health and Medical Services for approval.

The following requirements should be complied with:

- 1. Only institutions authorized to establish schools of medicine, nursing, dentistry, and midwifery are qualified to apply for permission to use cadavers for scientific purposes. The application must be filed by the applying institution and not by a funeral establishment or by an individual.
- 2. Cadavers must be properly embalmed. Proper space in the death certificate under title of "CERTIFICATION OF EMBALMERS" should be accomplished.
- 3. Where the body is involved in a medico-legal case, clearance should first be secured from the Chief of Police or the Municipal Circuit Trial Judge having jurisdiction.
- 4. Application must be made in the proper form, must be accomplished by the death certificate of inspection from the proper health official in the point of destination.

5. The necessary transit fee should be paid and the official receipt covering the payment should be attached to the application.
6. Cadavers of persons who died of or with a dangerous communicable disease should not be permitted to be utilized for scientific purposes and should be buried in accordance with the provision of Section 1092 of the Revised Administrative Code.
7. Where the cadaver involved has been donated for the purpose, an affidavit to this effect should be secured from the nearest-of-kin witnessed by two witnesses and subscribed and sworn to before a duly authorized Notary Public.
8. The cadaver, part or parts thereof shall not be disposed of in any way or manner other than the purposes applied for.
9. After the cadavers have served their purpose, the same shall be given a decent burial by the applicant-institution which shall destroy all, expenses incident there to.
10. In the event that the cadaver involved is unclaimed, a certification from the Chief of Hospital where it died must be secured stating that same is unclaimed for 48 hours after death of the deceased.

Where controversial problems which cannot be solved in the Regional Health Office level arise, the matter shall be elevated to the Secretary of health, thru the Undersecretary for Health and Medical Services, for decision.

Acknowledgment of receipt hereof is desired.

CHAPTER XI

REFUSE DISPOSAL

Section 94. All owners and operators of business establishments in the Municipality of Orion shall dispose their refuse in accordance with the provisions of the Solid Waste Management Code of the Municipality of Orion, RA 9003 (Ecological Solid Waste Management Law) and its implementing rules and regulations.

Section 95. Refuse shall be separated to recyclable, non-recyclable and biodegradable materials.

Section 96. All business establishments shall provide for proper refuse collection and storage and provide disposal refuse cans with fitting lids as to be vermin-proof and easily cleanable. All Market places shall have holding bins or refuse storage area containers that must be maintained in a manner to be vermin and rodent proof. Individual stalls in public market shall provide garbage plastic bags for their refuse.

Section 97. Any person, natural or juridical, is prohibited from burning garbage or trash or any refuse material within the Municipality of Orion, Bataan.

Section 98. All industrial and commercial establishments are required to put and install adequate and sufficient covered trash receptacles within their vicinity. All gasoline stations and motor repair shops shall install an oil and water separator in the collection and disposal of oil products prior to transfer in an empty steel drum with 200-gram capacity.

Section 99. Garbage for disposal shall be kept inside the premises and shall only be brought outside, sealed and tied and/or properly placed in sacks or bags, at/or immediately before the time for collection thereof by garbage haulers. Dumping or

disposing of garbage and/or carcass of animals or dead pets in/or along sidewalks, streets, creeks, rivers, vacant lots, parks and public places is strictly prohibited.

Section 100. All public utility vehicles plying the roads within the Municipality of Orion are required to put garbage receptacles in their vehicles. Throwing of any form of trash into the streets from passengers of vehicles is strictly prohibited. Garbage trucks or trucks loaded with loose materials are required to provide appropriate cover over the materials being transported.

CHAPTER XII

LIVESTOCK FARMING

Section 101. Piggery, poultry and other livestock/animal farms operating in the Municipality of Orion shall be required to secure locational clearance or Municipal Zoning Clearance or Environmental Clearance Certificate as required. Likewise, a Barangay Permit or Clearance is required before operating the same.

Section 102. Piggery, poultry and other livestock/animal farms shall conform to the following locational requirements:

- Shall preferably be located in rural areas;
- Shall preferably be located on a rolling terrain;
- Flood prone areas and other environmentally critical areas like watershed source of water supply shall be avoided;
- Shall be located where the soil is well drained and porous;
- Site should be planted with trees and vegetable crops to protect the animals from strong wind;
- Shall be located 500 to 1000 meters away from build-up areas (residential, commercial, institutional and industrial);
- Shall be 500 meters away from major roads and/or highways;
- Shall be away from the path of immediate urban expansion.

Section 103. EXISTING PIGGERY, POULTRY AND OTHER LIVESTOCK/ANIMAL FARMS WITHIN THE RESIDENTIAL/BUILT-UP AREAS.

Existing piggery, poultry and other livestock/animal farms, in commercial quantities, shall be given six (6) months upon effectivity of this Code to close or relocate in an area deemed to be suitable for the purpose as delimited under the preceding section.

Backyard piggery shall be limited to three (3) heads for fattening, one (1) head for . Backyard poultry shall be limited to twenty five (25) heads. Volume in excess of the limit prescribed herein shall be considered commercial farms.

CHAPTER XIII

OFFENSIVE TRADES AND OCCUPATION

Section 104. No animal stockade for livestock industry shall be maintained and operated within the town proper of the Municipality of Orion, Bataan. Keeping of any kind of livestock animal intended for butchering in any premises within the town proper

for more than three (3) days shall constitute a violation of this section. However, a septic tank must be provided for the animal waste.

Section 105. Stockade of game cocks intended for trade and/or for breeding shall be allowed only upon securing the necessary sanitary permit and provided that proper sanitary standards are maintained, such as:

- Adequate water supply for drinking and cleaning and for other domestic purposes of at least thirty (30) liters per day/ fifty (50) heads shall be provided in the establishment;
- Every stockade shall be provided with a watertight, easy to carry and vermin-proof receptacle for manure and other litter arising within the premises of the stockade;
- The stockade shall be located within twenty-five (25) meters from any ground and surface drinking water source nor shall it be located in flood-prone areas;
- Vermin abatement program should be maintained by the operator;
- Disinfection shall be undertaken at least three (3) times a week or as frequent as necessary;
- All poultry feeds shall be kept and stored under such condition that will limit the attraction and harborage of vermin;
- Adequate sanitation shall be observed to prevent obnoxious odors that may arise from the establishment;
- In residential areas, there should be no breeding of game cocks and other types of poultry or livestock raising activities.

CHAPTER XIV

TONSORIAL AND BEAUTY ESTABLISHMENTS

Section 106. Tonsorial or beauty establishments shall be required to secure the proper Sanitary Permit from the Municipal Health Office.

Section 107. All personnel of the establishment are required to secure Health Certificates subject to the provisions of Chapter II of this Code.

Section 108. The following sanitary practices shall be observed in the establishment at all times:

- Working personnel shall wash their hands with soap and water before serving customers;
- They shall wear clean working garments;
- They shall not smoke nor eat while working;
- Instruments of their trade like nipper, pusher, scissors, razors and nail cutters shall be cleaned and disinfected before and after their use with any approved soaking solution and their derivatives;
- Customers shall be supplied with clean and fresh towels, drapes and other necessities;
- Precautionary measures to prevent disease transmission shall be observed when serving customers with any form of dermatoses.

CHAPTER XV

CATERERS, FOOD BOOTHS, STALLS, AND AMBULANT VENDORS

Section 109. No person or entity shall operate any of the services and/or trade under this Chapter without securing a Sanitary Permit.

Section 110. All operators and/or personnel engaged in such service and/or trade shall secure a Health Certificate in accordance with the provisions of Chapter II of this Code.

Section 111. The following sanitation requirements shall, at all times, be observed by the operators and/or personnel of such services and/or trade covered by this chapter:

- All food containers shall be completely enclosed or sealed and leak-proof to prevent the possibility of contamination and spillage.
- All transport vehicles shall be kept clean and no substance capable of contaminating the food or food products shall be transported with the food or food products in such manner as to permit contamination.
- The food booth, stalls, carts or similar trade shall be so constructed that food, drinks and other utensils shall not be exposed to insects, dust and other contaminants.
- Adequate supply of safe water shall be made easily available for use in cleaning utensils and equipment.
- All food booths and the like shall be provided with the proper storage and holding facilities to maintain the food or drinks, hot or cold, as may be required by the type of food or drink to be served.
- Ice shall come from approved sources and stored and hauled as to avoid contamination.
- All garbage and trash shall be kept in tight receptacles. Refuse containers shall be made available at all times.
- Waste water and other liquid waste shall be disposed in a sanitary manner so as not to create nuisance and to prevent becoming a source of disease-bearing insects or bacteria.

CHAPTER XVI

INDUSTRIAL, COMMERCIAL AND OTHER NON-FOOD ESTABLISHMENTS

Section 112. All industrial, commercial and other non-food establishments such as but not limited to hospitals, medical/dental clinics, funeral parlors, spa and resorts, shall obtain a Sanitary Permit and Local Environmental Clearance and personnel of which shall secure Health Certificates as provided in Chapter II of this Code.

Section 113. Operators and personnel of all industrial, commercial and other non-food establishments such as but not limited to hospitals, medical/dental clinics, funeral parlors, spa and resorts, shall observe the following sanitary practices provided by this Code such as:

- Adequate and conveniently located toilet facilities
- Proper facilities/receptacles for disposal of ordinary refuse and industrial/hospital waste to prevent health hazard, nuisance and pollution

- An abatement program for vermin control
- Adequate sanitary maintenance for all work areas, machinery and equipment to ensure the safety of employees
- Canteen and/or eating places that conform to the requirements for food establishments under this Code
- Potable drinking water for employees

CHAPTER XVII

PENAL PROVISIONS

Section 114. The following penalties shall be imposed for any violation of this Code:

A. Establishment

First Offense: Fine of One Thousand Five Hundred Pesos (PhP 1,500.00)

Second Offense: Fine of Two Thousand Five Hundred Pesos (PhP 2,500.00)

Third Offense: Closure of the Establishment and Revocation of Permit

B. Individual

First Offense: Fine of Five Hundred Pesos and/or imprisonment not to exceed five (5) days or community work for four (4) hours

Second Offense: Fine of One Thousand Pesos and/or imprisonment not to exceed fifteen (15) days or community work for ten (10) hours

Third Offense: Fine of Two Thousand Five Hundred Pesos and/or imprisonment not to exceed thirty (30) days or community work for twenty-four (24) hours

Section 115. Any person who shall interfere, hinder or oppose any officer or member of the Municipal Health Office of the Municipality of Orion, Bataan, in performance of their duty in the implementation of this Sanitation Code, or shall tear down, mutilate, deface or alter any billboard, streamer, poster or similar notices affixed to the premises in the enforcement of the Sanitation Code shall be guilty of misdemeanor and punishable upon conviction by imprisonment of not more than six (6) months, or a fine not less than Two Thousand Five Hundred Pesos, or both, upon discretion of the court.

CHAPTER XVIII

FINAL PROVISIONS

Section 116. IMPLEMENTING AUTHORITY.

The Municipal Health Office is hereby mandated as the lead agency tasked to implement and enforce the Sanitation Code of 2009 of the Municipality of Orion. For this purpose, it may enlist the support of the Business Permit and Licensing Office, the Philippine National Police and any other government agency as it may deem necessary.

Section 117. No municipal government employee shall be allowed to transact directly with any establishment for the facilitation of issuance of Health Certificate and Business Permits.

Section 118. APPLICABILITY OF SANITATION CODE OF THE PHILIPPINES AND OTHER LAWS.

The Sanitation Code of the Philippines, the Ecological Solid Waste Management Act, the Clean Air Act and the Clean Water Act and their Implementing Rules and Regulations and other laws shall apply to all matters not provided in this Code.

Section 119. NO CONTEST PROVISION.

Any person, individual or entity, who is apprehended or cited for violation and who does not wish to contest the violation and is willing to pay voluntarily the fine imposed upon him/her prior to the filing of formal charges with the proper court, shall be allowed to pay said fine with the Municipal Treasurer to avoid being criminally prosecuted within thirty six (36) hours from apprehension, otherwise the case shall be prosecuted.

Section 120. SEPARABILITY CLAUSE.

If for any purpose, any part or provision of this Code shall be held unconstitutional or invalid, other parts or provisions hereof which are not affected shall continue to be in full force and effect.

Section 121. REPEALING CLAUSE.

All ordinances and administrative circulars and executive orders, or parts thereof which are found to be inconsistent with the provisions of this Code are hereby repealed or amended accordingly.

Section 121. EFFECTIVITY.

This Code shall take effect on January 1, 2010.

RESOLVED FURTHER, that a copy of this Sanitation Code be forwarded to the Sangguniang Panlalawigan, through the Honorable Serafin Q. Roman, Vice Governor and Presiding Officer, for their review and most favorable action.

RESOLVED FURTHERMORE, that copies of this Code shall be posted in conspicuous places like Municipal Hall, Barangay Halls, Schools, and other public places for the information of the general public;

RESOLVED FINALLY, that this Sanitation Code be forwarded to the Municipal Mayor, Hon. Antonio L. Raymundo, Jr., Municipal Health Officer, Dr. Corazon M. Cruz, the Municipal Engineer, the Chief of Orion PNP and all Punong Barangays, for their information and strict implementation.

ENACTED UNANIMOUSLY. 27 OCTOBER 2009.

I hereby certify that the Sangguniang Bayan duly enacted the foregoing Municipal Ordinance No. 09 – 020 – 065 on the date specified therein.

CARLOTA T. VALERIO
Secretary to the Sangguniang Bayan

ATTESTED BY:

VIRGILIO B. ISIDRO
Municipal Vice Mayor/Presiding Officer

APPROVED:

ANTONIO L. RAYMUNDO JR.
Municipal Mayor

Date: _____