



ADMINISTRATIVE ORDER NO. 2021- 003

**GUIDELINES ON POINT-TO-POINT AIR TRAVEL FOR LEISURE PURPOSES
FROM THE NCR+ AREA**

WHEREAS, pursuant to Republic Act (RA) No. 9593 or the *Tourism Act of 2009*, the Department of Tourism (DOT) is mandated to promulgate rules and regulations governing the operations and activities of all tourism enterprises;

WHEREAS, on 21 January 2021, the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-EID) issued Resolution No. 95 stating that only hotels or Accommodation Establishments with valid DOT accreditation shall be allowed to accommodate guests and clients for legitimate purposes under a state of public health emergency;

WHEREAS, on 10 April 2021, the IATF-EID issued Resolution No. 109-A placing the National Capital Region, and the provinces of Bulacan, Cavite, Laguna, and Rizal, which are treated as one Subject Area, under Modified Enhanced Community Quarantine (MECQ) until 30 April 2021, extended until 14 May 2021 under IATF-EID Resolution No. 113-A;

WHEREAS, the implementation of specialized programs focused on specific markets with emphasis on relevant health and safety guidelines will safely contribute to the efforts of restarting economic activities through tourism;

WHEREAS, in consideration of the need to safely restart economic activities, on 21 April 2021, the IATF-EID Technical Working Group directed the DOT, in coordination with the Department of Health (DOH), Department of the Interior and Local Government (DILG), and Department of Transportation (DOTr), to formulate guidelines for the implementation of a point-to-point bubble-type travel to tourism destinations;

WHEREAS, on 06 May 2021, the IATF-EID issued Resolution No. 114 approving these Guidelines;

NOW, THEREFORE, in view of the foregoing, these *Guidelines on Point-to-Point Air Travel for Leisure Purposes from the NCR+ Area* are hereby issued as follows:

I. GENERAL PROVISIONS

Section 1. Short Title. This Order shall be known as the "*Point-to-Point Air Travel Guidelines*"

Section 2. Definition of Terms. For purposes of these Guidelines, the term:

- (a) "Accommodation Establishments" shall refer to establishments operating primarily for accommodation purposes including, but not limited to, hotels, resorts, apartment hotels, mabuhay accommodation establishments (tourist inns, motels, pension houses, bed and breakfast, vacation homes), private homes used for homestay, ecolodges, serviced apartments and condotels.
- (b) "Certificate of Authority to Operate for Point to Point Air Leisure Travel" refers to a Certification issued by the DOT that an Accommodation Establishment in an area placed

under General Community Quarantine or Modified General Community Quarantine has fulfilled all requirements for operation for Point-to-Point Air Travel for Leisure Purposes from the NCR+ Area.

- (c) "Community Quarantine" refers to the restriction of movement within, into, or out of the area of quarantine of individuals, large groups of people, or communities designed to reduce the likelihood of transmission of an infectious disease among persons in and to persons outside the affected area. *(IATF-EID Omnibus Guidelines updated as of 15 April 2021)*
- (d) "General Community Quarantine" or GCQ refers to the implementation of temporary measures limiting movement and transportation, regulation of operating industries, and presence of uniformed personnel to enforce community quarantine protocols. *(IATF-EID Omnibus Guidelines updated as of 15 April 2021)*
- (e) "Interzonal Movement" refers to the movement of people, goods, and services across areas between provinces, highly urbanized cities, and independent component cities under different community quarantine classifications. For this purpose, the National Capital Region shall be considered as one area. Provided that movements to and from areas under granular lockdowns shall be considered as interzonal movement even if within the same province or highly urbanized city. *(IATF-EID Omnibus Guidelines updated as of 15 April 2021)*
- (f) "Isolation Facilities" shall refer to Accommodation Establishments that have been inspected by the Bureau of Quarantine (BOQ) and determined to be suitable for isolation of guests who are COVID-19 positive. These include Accommodation Establishments in the list of Facilities Suitable for Stringent Quarantine published by the Department of Health (DOH) or BOQ as well as facilities under the Oplan Kalinga Program, that accommodate COVID-19 positive guests.
- (g) "Minimum Public Health Standards" refer to guidelines set by the DOH under Administrative Order No. 2020-0015 and such other issuances subsequent thereto, as well as sector-relevant guidelines issued by national government agencies as authorized by the IATF, to aid all sectors in all settings to implement non-pharmaceutical interventions (NPI), or public health measures that do not involve vaccines, medications, or other pharmaceutical interventions, which individuals and communities can carry out in order to reduce transmission rates, contact rates, and the duration of infectiousness of individuals in the population. *(IATF-EID Omnibus Guidelines updated as of 15 April 2021)*
- (h) "Modified General Community Quarantine" or MGCCQ refers to the transition phase between GCQ and the New Normal, when the following temporary measures are relaxed and become less necessary: limiting movement and transportation, the regulation of operating industries, and the presence of uniformed personnel to enforce community quarantine protocols. *(IATF-EID Omnibus Guidelines updated as of 15 April 2021)*
- (i) "Multiple-Use Hotels" refer to Accommodation Establishments that have been inspected by a team composed of personnel from DOT and BOQ and determined to be suitable for the accommodation of both quarantine and non-quarantine guests by reason of compliance with standards for physical separation of guests.
- (j) "NCR+" shall refer to the highly urbanized cities of the National Capital Region (NCR), the municipality of Pateros and the contiguous provinces of Bulacan, Cavite, Laguna, and Rizal, which are treated as one Subject Area. *(IATF-EID Resolution No. 108-A, as of 04 April 2021)*
- (k) "Point-to-Point Travel" shall refer to a direct and continuous travel from the point of origin to the destination without stopping or changing routes through a transport hub. For the purpose of these Guidelines, Point-to-Point Travel shall have two types:

- a. Direct Point-To-Point, which shall involve a roundtrip, chartered flight from an airport in NCR+ to the Accommodation Establishment and back to the NCR+ airport; or
 - b. Point-to-Point with Short Transfers, which shall involve Direct Point-to-Point travel with short distance Private Transfers by land or water to the Accommodation Establishment, provided, that:
 - i. Transfer services shall be owned by the guest, or owned or contracted to be managed by the Accommodation Establishment; and
 - ii. The transfers shall not involve the guests going through a public transport hub or co-mingling with travelers who are not guests of the Accommodation Establishment.
- (l) “Private Transfers” shall refer to the exclusive or personal use of transport vehicles, whether by land or sea, which are not available for use of the general public, for the transport of guests or clients from a pick-up point direct to the point of destination.
- (m) “Quarantine Hotels” refer to Accommodation Establishments that have been inspected by the BOQ and determined to be suitable for Quarantine of guests who may have been exposed to COVID-19. These are establishments included in the list of Facilities Suitable Only for Mandatory Quarantine and Facilities Suitable for Stringent Quarantine published by the DOH or BOQ, provided these establishments do not accommodate COVID-19 positive guests.
- (n) “Travel Bubble” refers to the arrangements between areas or destinations that allow the movement of travelers across their borders subject to an agreed set of protocols.

Section 3. Scope and Application. This Order shall apply to all Accommodation Establishments in areas under GCQ or MGCQ, accessible via point-to-point air travel, accepting guests from NCR+.

For avoidance of doubt, the following are not covered by nor allowed under these Guidelines:

- a) Travel from the NCR+ area to a tourism destination where the primary mode of transport is via land or sea; and
- b) Travel where the guests undertake non-chartered flights and contract transfers on their own.

II. ELIGIBLE ACCOMMODATION ESTABLISHMENTS; CERTIFICATE OF AUTHORITY TO OPERATE FOR POINT TO POINT AIR LEISURE TRAVEL

Section 4. Eligible Accommodation Establishments. Accommodation Establishments may accommodate guests from the NCR+ area subject to the following conditions:

- a) Must have a valid DOT Accreditation;
- b) Must be in an area with a Community Quarantine classification of GCQ or MGCQ;
- c) The Accommodation Establishment is not an Isolation Facility, Quarantine Hotel, or Multiple-Use Hotel;

If the Accommodation Establishment was previously utilized for these purposes or has previously accommodated guests who are COVID-19 positive, proof of sanitation and disinfection shall be submitted to the Regional Office concerned. Such proof may be in the form of logs, records, certification, or any other sufficient documentation by the in-house

sanitation personnel of the Accommodation Establishment, or by outsourced third party cleaners; and

- d) Must be able to provide either a Direct Point-to-Point or Point-to-Point with Short Transfers travel arrangement.

Section 5. Certificate of Authority to Operate for Point-to-Point Air Leisure Travel. Prior to accommodating guests from NCR+, eligible Accommodation Establishments shall secure from the DOT Regional Office with jurisdiction over their area a Certificate of Authority to Operate for Point-to-Point Air Leisure Travel by submitting the following:

- a) Letter of Intent to operate under a Point-to-Point Travel Bubble (Annex A);
- b) Endorsement letter or approval from the Local Government Unit (LGU) with jurisdiction over the Accommodation Establishment that it may accommodate guests from NCR+;
- c) Implementation plan or any presentation (e.g., photos, traffic management plan, demarcations) detailing the health and safety protocols implemented by the Accommodation Establishment from the guests' point of origin to the Accommodation Establishment, and back;
- d) Implementation plan for the handling of guests and employees, when they test positive or develop symptoms for COVID-19;
- e) In case the Accommodation Establishment does not have a transport service of its own, a copy of its contract/s with transport service provider/s stating that such transportation is for the management and/or exclusive use of the concerned Accommodation Establishment

III. GUIDELINES ON GUESTS

Section 6. Permitted Guests. Individuals of all ages may undertake point-to-point leisure travel, except those who are currently pregnant, or under mandatory quarantine.

Section 7. Pre-entry requirements. Guests shall be required to comply with the following:

- a) **Mandatory RT-PCR Testing.** Guests shall be required to present a negative RT-PCR test result taken within forty-eight (48) hours prior to check-in. The requirement of such test shall apply notwithstanding the absence of a testing requirement by the LGU as a condition for entry into their borders. Guests shall be required to be in home quarantine after taking the RT-PCR test until the date of departure to the destination;
- b) **Medical Clearance to Travel.** Guests with immunodeficiency, comorbidity or those who are over sixty-five (65) years of age shall present a Medical Clearance to Travel issued within the last three (3) days immediately prior to departure to the destination.

Section 8. Maximum Number of Guests Per Room. The maximum allowable guests staying in a guestroom at a given time shall be determined by the floor area of the guestroom, as follows:

Room Floor Area (sqm)	Maximum Number of Guests Per Guestroom
Up to 29 sqm	2 persons
30 to 39 sqm	3 persons
40 to 49 sqm	4 persons
50 sqm and above	5 persons



Section 9. Daily Health Screening of Guests. Daily health screening of guests shall be conducted by the Accommodation Establishment's surveillance staff. Those who exhibit symptoms at any time during their stay in the accommodation establishment must be isolated immediately and tested for COVID-19 via RT-PCR. The local health authorities shall be notified immediately based on existing reporting protocols for proper management of the patient/guest.

Section 10. Permitted Activities for Guests. The following activities shall be allowed subject to the strict observance of Minimum Public Health Standards and maximum allowable capacity, including the protocols and standards under the relevant Health and Safety Guidelines issued by DOT and other sector-relevant agencies:

- a) Use of ancillary establishments in the Accommodation Establishment, such as restaurants, cafés, gyms, pools, spas, and wellness centers; and
- b) Private, low-density, island activities, *provided* that guests from different groups shall not be allowed to co-mingle (e.g., tours, island hopping, outdoor non-contact sports and exercises – swimming, surfing, running, walking, and biking if bike paths are available).

IV. GUIDELINES ON SERVICE PROVIDERS

Section 11. Service providers. All service providers, such as but not limited to, tour guides and transport operators, drivers, and boatmen, shall be required to comply with the following:

- a) No travel history to areas with high incidence of COVID-19 cases and have no exposure or contact with a confirmed or suspect COVID-19 positive case, for the past seven (7) days prior to their assignment;
- b) Undergo the prescribed COVID-19 Testing in accordance with DTI-DOLE Advisory No. 20-01 and DTI-DOLE JMC No. 20-04-A;
- c) There shall be a designated service provider for each group of guests for the duration of the guests' stay.

V. OTHER PROVISIONS

Section 12. Reportorial Requirements. Immediately upon the commencement of operations, and every Friday thereafter, all Accommodation Establishments operating in a Point-to-Point Air Travel for Leisure Purposes from the NCR+ Area shall keep a record of occupancy data and submit the same to the relevant DOT Regional Office and LGU Tourism Office for data analysis purposes, subject to the provisions of Republic Act No. 10173 or the Data Privacy Act, and its Implementing Rules and Regulations.

Section 13. Supplementary Application of other issuances. DOT Memorandum Circular No. 2020-002-B or *"The Further Amended New Normal Health and Safety Guidelines for Accommodation Establishments"*, DOT Memorandum Circular No. 2020-004-A or *"The Amended New Normal Health and Safety Guidelines for DOT-Accredited Restaurants"*, and DOT Memorandum Circular No. 2020-007 or *"The New Normal Health and Safety Guidelines for Island and Beach Destinations"* and other sector-relevant issuances of the DOT, IATF-EID, DOH, DTI, DOTr, DILG, DOLE and other agencies, and the rules and regulations imposed by the LGU having jurisdiction over the accommodation establishment, shall likewise apply by analogy or in supplementary character.

Section 14. Penalties. Any violation of this Order may subject the Accommodation Establishment to the appropriate fines and penalties including revocation of its DOT accreditation.



Section 15. Separability Clause. If any portion or provision of this Order is declared null and void or unconstitutional, the other provisions not affected thereby shall continue to be in force and in effect.

Section 16. Repealing Clause. This Order repeals or modifies all other DOT issuances inconsistent herewith.

Section 17. Effectivity. This Circular shall take effect immediately upon filing with the University of the Philippines – Office of the National Administrative Register (UP-ONAR) and publication with the Official Gazette or a newspaper of general circulation and shall remain effective until otherwise superseded, amended, or repealed accordingly

For guidance and strict compliance.

07 May 2021


BERNADETTE ROMULO-PUYAT
Secretary 



ANNEX A

Template Letter of Intent to Operate Under a Point-to-Point Air Travel Bubble

[company letterhead]

[Date]

[NAME OF REGIONAL DIRECTOR]

Regional Director

[DOT -Region __]

Re: Request to Operate under a Point-to-Point Travel Bubble

Sir/Madame:

Pursuant to **DOT Administrative Order No. _____** or the *Guidelines on Point-To-Point Air Travel for Leisure Purposes from the NCR+ Area*, we hereby submit this letter of intent to operate our accommodation establishment, [NAME OF ACCOMMODATION ESTABLISHMENT], located at [ADDRESS], under a Point-to-Point Travel Bubble for guests coming from the National Capital Region, and the provinces of Bulacan, Cavite, Laguna, and Rizal.

As a condition for such operation, we undertake to comply with all applicable regulations issued by the DOT and other agencies governing the operations of accommodation establishments during the community quarantine.

We understand that as a Primary Tourism Enterprise, our establishment is required under Republic Act No. 9593, and IATF-EID Resolution No. 95, to have a valid DOT Accreditation to accommodate guests and clients for legitimate purposes under a state of public health emergency. In this regard, [NOTE: Please select whichever applies: we confirm that our establishment has been duly issued a DOT Accreditation with a _____ Star Rating (if applicable)]. The establishment's DOT Accreditation Certificate No. is _____, valid until _____.

Thank you.

Sincerely yours,

[Name of Authorized Representative]

[Position]