



NATIONAL COVID-19 VACCINATION OPERATIONS CENTER
AFP Commissioned Officers Club House, Camp Aguinaldo

March 2, 2021

ADVISORY NO. 11

Philippine COVID-19 Vaccine Deployment and Vaccination Campaign
Vaccine Information Management System Immunization Registry (VIMS-IR) Next Steps

1. UPLOAD MASTERLIST to the SFTP folder of VIMS-IR by 8PM of MARCH 3, 2021 (Wednesday)

In line with the plan of the National Vaccination Operations Center (NVOC) to efficiently allocate COVID-19 vaccines, **all health facilities and local government units (LGUs) nationwide** are required to upload their masterlist via the secured file transfer protocol (SFTP) of the Vaccine Information Management System Immunization Registry (VIMS-IR) **no later than 8:00 p.m., March 4, 2021 (Thursday)**.

The web frontend interface is currently being prepared for nationwide scale, but rest assured that uploading the file via the SFTP will already allow NVOC to conduct the necessary headcount in preparation for the vaccine rollout.

For those who already uploaded their masterlist, please ensure that ONLY the file with the masterlist remains uploaded. After deleting all other files, no further action needed.

For those who have NOT yet uploaded their masterlist, please follow these next steps:

2. REQUEST FOR VIMS ACCESS by 1:00 p.m. of MARCH 3, 2021 (Wednesday)

Request for access through the VIMS microsite: **[tinyurl.com/VIMSaccess](https://vims-platform.web.app)** (**<https://vims-platform.web.app>**).

Note: The Endorsement Issuing Organization or Agency is the complete name of the hospital, health facility or government agency.

This is the template of the Endorsement Letter that needs to be signed and attached: **[tinyurl.com/VIMSendorse](https://vims-platform.web.app)**

It can take up to 24 hours to grant user access, or longer depending on the volume of requests. Please **submit your request by 1:00 p.m., March 3, 2021 Wednesday** to assure access before the Thursday deadline.

3. TRAININGS


Refer to the training materials (video and manuals) at **[tinyurl.com/VIMStrainings](https://vims-platform.web.app)** or attend a training; schedules and Zoom links are available through the same link.

4. JOIN VIMS USERS PH VIBER COMMUNITY

To receive announcements and updates, please join our Viber community:
vb.me/vaccineinfo

Quick links: Google folder with all VIMS-related files: **tinyurl.com/VIMSIRdocs**

For strict compliance.


MYRNA C. CABOTAJE, MD, MPH, CESO III
Undersecretary, Field Implementation and Coordination Team
Chair, National Vaccine Operations Center
Department of Health