



NATIONAL COVID-19 VACCINATION OPERATIONS CENTER
AFP Commissioned Officers Clubhouse, Camp Aguinaldo, Quezon City

March 4, 2021

ADVISORY NO. 14
Philippine COVID-19 Vaccine Deployment and Vaccination Campaign

In line with the National Vaccination Operations Center's (NVOC) plan to efficiently allocate COVID-19 vaccines across all regions of the Philippines, all Department of Health Centers for Health Development (CHD) are hereby enjoined to provide the NVOC with a final and validated head count of all employees in the following facilities:


1. Isolation and quarantine facilities
2. Government owned primary care based facilities
3. Stand-alone facilities, clinics and diagnostic centers, and other facilities otherwise not specified
4. Closed institutions and settings

Please submit no later than **9:00 AM, March 6, 2021** to be sent in c19vaccineopcen@gmail.com. This head count should include all cadres of permanent, contractual and outsourced employees.

All CHDs are required to submit the final headcount and Annex A in the specified deadline as above. Technical staff can also directly input in this link: [ADVISORY No. 14 Validated Head Count rest of A1 Priority Group - Google Sheets](#). The supporting documents (Annex B) can be submitted once signed on or before March 8, 2021.

The reporting template and the format for the official correspondence are attached in Annexes A and B, respectively.

For strict compliance. Thank you.


MYRNA C. CABOTAJE, MD, MPH, CESO III
Undersecretary, Department of Health
Chair, National COVID-19 Vaccination Operations Center



NATIONAL COVID-19 VACCINATION OPERATIONS CENTER
AFP Commissioned Officers Clubhouse, Camp Aguinaldo, Quezon City

ANNEX A

Definitions: (DOH Department Memorandum No. 2021-0099 re: Interim Omnibus Guidelines for the Implementation of the National Vaccine Deployment Plan for COVID-19)

1. Isolation and quarantine facilities such as temporary treatment and monitoring facilities and converted facilities (e.g. hotels, schools, etc) that cater to COVID-19 suspect, probable, and confirmed cases, close contacts, and travellers in quarantine;

2. Government owned primary care based facilities such as Urban Health Centers, Rural Health Units and Barangay Health Stations, birthing homes, and Local Health Offices to include members of BHERTS, contact tracers, social workers;

3. Stand-alone facilities, clinics and diagnostic centers, and other facilities otherwise not specified (e.g. clinics, dialysis centers, dental clinics, and COVID-19 laboratories), dealing with COVID-19 cases, contacts, and specimens for research purposes, screening and case management coordinated through their respective local government units; and

4. Closed institutions and settings such as, but not limited to, nursing homes, orphanages, jails, detention centers, correctional facilities, drug treatment and rehabilitation centers, and Bureau of Corrections.

REGION	Province/HUC	Municipality/District	Ownership (DOH / LGU / Private)	Facility Name	Actual No. of Employees
ISOLATION AND QUARANTINE FACILITIES					0
GOVERNMENT-OWNED PRIMARY CARE BASED FACILITIES					0
STAND-ALONE FACILITIES, CLINICS, & DIAGNOSTIC CENTERS AND OTHER FACILITIES OTHERWISE NOT SPECIFIED					0



NATIONAL COVID-19 VACCINATION OPERATIONS CENTER
AFP Commissioned Officers Clubhouse, Camp Aguinaldo, Quezon City

CLOSED INTITUTIONS AND SETTINGS					0
				GRAND TOTAL	



NATIONAL COVID-19 VACCINATION OPERATIONS CENTER
AFP Commissioned Officers Clubhouse, Camp Aguinaldo, Quezon City

ANNEX B

[Facility Header]

[Date]

USEC. MYRNA C. CABOTAJE, MD, MPH, CESO III
Undersecretary, Department of Health
Chair, National Vaccination Operations Center

Dear USec. Cabotaje,

This is to officially report that [Name of Facility] has a total of [____] employees as of [Date].
Attached herewith is the line list of all employees of the hospital.

Respectfully yours,

[Signature over Name of Head of Facility]
[Position]
[Name of Facility]