



Republic of the Philippines  
Department of Health  
**OFFICE OF THE SECRETARY**

August 12, 2022

**Advisory No. 10**

**Guidance on the COVID-19 Vaccine Supply for the Private Sectors**

This Advisory is issued to provide guidance to all Regional/Local Vaccination Operation Centers (R/LVOCs), Implementing Units, Vaccination Sites on the COVID-19 Vaccines supply to the Private Sector.

Pursuant to the Department of Health (DOH) **Department Circular No. 2021-0439**, otherwise known as, *Operational Guidelines on the Reverse Logistics of COVID-19 Vaccines*, an organized and coordinated process of reverse logistics in all levels of governance must be employed to ensure that all used/ damaged COVID-19 vaccines are properly accounted for and matched with the COVID-19 vaccine delivery and inventory.

Relative to this, all private sectors that underwent tripartite agreements with depleted COVID-19 vaccine supply can forward their requests to the National Vaccination Operations Center (NVOC) **through Local Government Units (LGUs) in coordination with the Centers for Health Development (CHDs).**

The NVOC provides the following guidance:

1. The private company shall submit a Letter of Intent to the CHD/LGU, copy furnished the NVOC-IMT ([c19vaccineopcen@doh.gov.ph](mailto:c19vaccineopcen@doh.gov.ph)) and the Supply Chain and Management Services (SCMS) ([scms@doh.gov.ph](mailto:scms@doh.gov.ph)), containing the quantity of COVID-19 vaccine doses requested for delivery.
2. The CHDs or LGUs shall facilitate the requested COVID-19 vaccines based on the current inventory stocks to the intended recipients.
3. The Private Sector shall follow the cold chain and handling procedure to ensure the safety and efficacy of the vaccines, with proper coordination to the relevant CHD/LGU.
4. Any transfer of the COVID-19 vaccines shall be properly documented according to the policies of the DOH and shall be coordinated with the concerned CHD/LGU.
5. In case of mishandling during the transport and storage, the incident should be reported immediately to the concerned CHD, copy furnished the NVOC-IMT through PSCMT.

Consistent with the National Government's directive, the Private Sectors must ensure that the vaccines requested are fully utilized once delivered to prevent any wastage. All RVOCs, LVOCs and Implementing Units are instructed to ensure the dissemination of this advisory. For any issues and concerns related to this Advisory, you may email to [c19vaccinopcen@doh.gov.ph](mailto:c19vaccinopcen@doh.gov.ph).

A handwritten signature in blue ink, appearing to be 'N. Santiago, Jr.', with a stylized flourish extending to the right.

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