**Privacy Policy**  
DepEd Davao Oriental Management Information System (EduVision MIS)  
Effective Date: January 29, 2025

**1. Introduction**

DepEd Davao Oriental is committed to protecting the privacy and security of all users of the **Management Information System (EduVision MIS)**. This Privacy Policy explains how we collect, use, disclose, and safeguard your information when you use the system.

**2. Information We Collect**

We collect various types of information to provide and improve the services of EduVision MIS, including:

* **Personal Information:** Full name, address, contact details, email address, employee ID, and other identifying details.
* **Employment Information:** Job title, designation, employment history, payroll details, and performance records.
* **Educational Information:** School enrollment records, academic performance, student demographics, and other related details.
* **System Usage Data:** Log files, IP addresses, device information, and system interactions.

**3. How We Use Your Information**

The information collected is used for the following purposes:

* To facilitate efficient **Human Resource Information System (HRIS)** and payroll management.
* To support **school-based management, enrollment tracking, and student records management**.
* To process **online recruitment of teaching and non-teaching personnel**.
* To manage **procurement plans and implementation**.
* To ensure **compliance with government policies and regulations**.
* To improve system performance and security.

**4. Data Sharing and Disclosure**

We do not sell or rent personal information. However, we may share data under the following circumstances:

* With **DepEd officials and authorized personnel** for operational and administrative purposes.
* With **government agencies** as required by law.
* With **third-party service providers** who assist in system maintenance, under strict confidentiality agreements.

**5. Data Security**

We implement technical, administrative, and physical safeguards to protect your information from unauthorized access, disclosure, alteration, and destruction. These measures include:

* Secure access controls and encryption.
* Regular system updates and security patches.
* User authentication and audit logs.

**6. User Rights and Choices**

Users have the following rights concerning their personal data:

* **Access and Correction:** Request access to personal data and request corrections if inaccurate.
* **Data Portability:** Obtain a copy of their personal data in a structured format.
* **Objection and Deletion:** Request restriction or deletion of data where applicable.

**7. Retention of Data**

We retain user information only as long as necessary to fulfill the system’s operational requirements and comply with legal obligations.

**8. Third-Party Links and Services**

EduVision MIS may contain links to external websites or services. We are not responsible for the privacy practices of these third parties.

**9. Updates to This Policy**

We may update this Privacy Policy from time to time. Users will be notified of any significant changes.

**10. Contact Information**

For questions or concerns regarding this Privacy Policy, please contact: **DepEd Davao Oriental**  
**IT Department**  
davor.mis@deped.gov.ph

By using EduVision MIS, you agree to the terms of this Privacy Policy.