

# **THE ONE COVID-19 ALLOWANCE INFORMATION SYSTEM (OCAIS)**

## **PRIVACY NOTICE**

The DOH One COVID-19 Allowance Information System (OCAIS) is a web-based system automating all the processes for the One COVID-19 Allowance (OCA) starting from the masterlisting of healthcare workers, identification of the COVID-19 Risk Exposure Classification (CREC) up to the issuance and disbursement of the OCA.

The system's objectives are as follows:

- a. Provide basis for identification of target eligible healthcare workers for preparation of nationwide budgetary requirements
- b. Automation of all processes while ensuring the uniqueness of individuals registered in the provision of OCA
- c. Provide key inputs for the strategies for processing, allocation, and issuance of OCA.

All information collected using this system shall only be used for the purposes of classification of COVID-19 Risk Exposure and computation of OCA of healthcare workers nationwide. Only authorized personnel shall have access to the information that you have submitted. All information collected will be stored in a secured location within the Department of Health.

All personal data collected for the purpose of OCA shall be retained only for the period allowed by existing government issuances such as the General Appropriation Act of 2022; DBM-DOH Joint Circular 2022-001: Guidelines on the Grant of One COVID-19 Allowance to Public and Private Health care Workers and Non-Health care Workers in Health Facilities Involved in COVID-19 Response; DOH 2022-0001: "Guidelines for COVID-19 Risk Exposure Classification of Healthcare Workers"; and other related laws and policies, . All other personal data collected for the processing of OCA shall be stored only for as long as necessary or when the purpose for processing still exists as prescribed by the NPC Advisory 2020-03.

Complete disposal of all of the user's information. The disposal/destruction for all the data in the databases is pursuant to RA No. 9470, the information that will be collected from the users will be kept in accordance with the retention schedule of the DOH, unless the user submits valid requests for the deletion of their personal data in the database. Once deleted, personal data will no longer appear or be included in anonymous searches and will be completely removed from all storage locations.

As a data subject, you may avail of the guarantees provided by Section 16 of the Republic Act 10173 (Data Privacy Act), which includes the right to be informed, to object, access, rectify, erasure or blocking, data portability, file a complaint and to the payment of damages.

For the full version of the Privacy Notice, please visit <https://oca.doh.gov.ph> and click on the "Privacy Notice" tab.

### **THE DOH DATA PROTECTION OFFICER**

The Knowledge Management Information Technology Service 2/F, Building 9, Department of Health, San Lazaro Compound, Rizal Avenue, Sta. Cruz, Manila (02) 8651-7800 local 1949 or at [dataprotectionofficer@doh.gov.ph](mailto:dataprotectionofficer@doh.gov.ph)