



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

November 26, 2021

REGIONAL MEMORANDUM

No. **007814**, s. 2021

INTERIM OPERATIONAL GUIDELINES ON THE IMPLEMENTATION OF VACCINATION DURING THE BAYANIHAN, BAKUNAHAN NATIONAL COVID-19 VACCINATION ON NOVEMBER 29, 30, AND DECEMBER 1, 2021

To: Schools Division Superintendents
Regional Office Division Chiefs
Public Elementary and Secondary School Heads
All Others Concerned

1. Attached is Department Circular No. 2021-0539 from the Office of the Secretary, Department of Health, relative to the above-mentioned subject, and Advisory No. 105 dated November 23, 2021, endorsing some Jollibee and MacDonald's Fast-food outlets as selected sites to be used as registration and vaccination sites during the National Vaccination Day (NVD).
2. This Office enjoins all Schools Division Offices and Schools to observe the said guidelines particularly on the roles of Schools Division Offices and Schools in the implementation of the three-day vaccination activities. For reference, please refer to the program of activities for the NVD stipulated in Regional Memo No. 785, s. 2021.
3. For the information and guidance of all concerned.


EVELYN R. FETALVERO, CESO IV
Regional Director

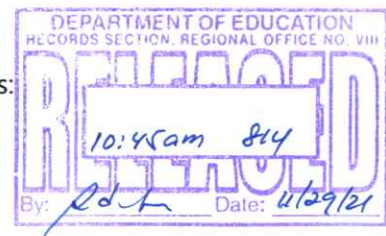
Enclosures: As stated

References: Regional Memo No. 785, s. 2021

To be indicated in the Perpetual Index under the following subjects:

DOH GUIDELINES VACCINATION

ESSD-ICC





Republic of the Philippines
Department of Health
OFFICE OF THE SECRETARY

OFFICE OF THE DIRECTOR IV
25 NOV 2021
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DEPARTMENT OF EDUCATION
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RECORDS SECTION REGIONAL OFFICE NO. VII
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DEPARTMENT CIRCULAR
No. 2021- 0539

TO: ALL UNDERSECRETARIES AND ASSISTANT SECRETARIES; DIRECTORS OF BUREAUS, SERVICES AND CENTERS FOR HEALTH DEVELOPMENT; MINISTER OF HEALTH – BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO; EXECUTIVE DIRECTORS OF SPECIALTY HOSPITALS AND NATIONAL NUTRITION COUNCIL; CHIEFS OF MEDICAL CENTERS, HOSPITALS, SANITARIA AND INSTITUTES; PRIVATE SECTOR PARTNERS; AND OTHERS CONCERNED

SUBJECT: Interim Operational Guidelines on the Implementation of Vaccination Activities during the *Bayanihan, Bakunahan* National COVID-19 Vaccination Days on November 29, 30 and December 1, 2021.

I. RATIONALE

As the country continues to ramp up the implementation of the National COVID-19 Vaccine Deployment and Vaccination Program with the increasing number of COVID-19 vaccine doses arriving in the country, the National Government finds it necessary to expedite the vaccination of individuals with zero-dose by devoting three (3) days solely for the vaccination activities nationwide.

In this regard, the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF) has endorsed the implementation of the *Bayanihan, Bakunahan* National COVID-19 Vaccination Days to President Rodrigo Roa Duterte wherein November 29 and December 1 will be declared as Special Working Holidays and November 30 shall remain as a Regular Non-working Holiday.

The three-day vaccination activities aim to vaccinate at most 15 million individuals ages 12 years and above with primary doses of COVID-19 vaccines by mobilizing all health workers, vaccination teams, stakeholders, people and logistics to facilitate the vaccination of individuals with zero-dose by cultivating the *Bayanihan*

spirit of the Filipino people and encouraging the communities to work and cooperate together in unity.

Hence, the Department of Health (DOH), through the National Vaccination Operations Center (NVOC), issues these operational guidelines for the implementation of the *Bayanihan, Bakunahan* National COVID-19 Vaccination Days.

II. OBJECTIVES

The Department Circular (DC) provides interim operational guidelines on the implementation of the *Bayanihan, Bakunahan* National COVID-19 Vaccination Days nationwide.

III. SCOPE OF APPLICATION

This DC shall be applicable to all concerned agencies of the NVOC, Regional Vaccination Operations Centers (RVOCs) or Centers for Health Development (CHDs), Local Vaccination Operations Center (LVOCs) or Local Government Units (LGUs), Provincial Health Offices (PHOs), City Health Offices (CHOs), Rural Health Units (RHUs), Implementing Units, and Vaccination Sites, both public and private.

IV. GENERAL GUIDELINES

- A. Recognizing that the National COVID-19 Vaccine Deployment and Vaccination Program is a huge endeavor, the National Government shall implement the *Bayanihan, Bakunahan* National COVID-19 Vaccination Days utilizing a whole-of-society approach and a whole-of-government approach where all members of the government, stakeholders, civic and religious organizations, civil and professional societies, the private sector and the communities are encouraged to participate and take action to achieve the campaign's collective goals and objectives.
- B. The *Bayanihan, Bakunahan* National COVID-19 Vaccination Days shall be implemented on November 29 - December 1, 2021 simultaneously nationwide, with the following objectives:
 1. Vaccinate at most 15 million individuals for the three-day campaign;
 2. Ensure the administration of primary dose series to individuals with zero dose;
 3. Implement the campaign with minimal wastage and operational efficiency.
- C. Individuals 12 years old and above are eligible for the administration of primary dose series during the three-day campaign. Therefore, individuals with zero dose or for completion of the primary dose series, under the following Priority Groups are eligible:

1. Individuals 18 years old and above

a. Priority Group A

- i. Priority Group A1: Workers in Essential Health Services
- ii. Priority Group Expanded A1: Overseas Foreign Workers (OFWs) leaving the country in the next four (4) months, household members of Priority Group A1, and Additional A1
- iii. Priority Group A2: Senior Citizens
- iv. Priority Group A3: Individuals with Comorbidities
- v. Priority Group Expanded A3: Pregnant Women
- vi. Priority Group Pediatric A3: 12-17 Years Old with Comorbidities
- vii. Priority Group A4: Workers in Essential Services
- viii. Priority Group A5: Poor Population

b. Rest of Adult Population (ROAP)

2. Individuals ages 12-17 years old

- a. Pediatric A3: Individuals ages 12-17 years old with comorbidities
- b. Rest of the Pediatric Population (ROPP)

D. Administration of booster doses to Priority Group A1: Workers in Essential Health Services and to Priority Group A2: Senior Citizens, and the administration of additional doses to Priority Group A3: Individuals with Comorbidities in immunocompromised state as stipulated in DOH Department Memorandum No. 2021-0492 entitled "*Interim Guidelines on the Administration and Management of COVID-19 Vaccine Booster/Additional Doses to Priority Group A2: Senior Citizens ages 60 years old and above and Priority Group A3: Adults with Comorbidities*", are allowed, *Provided That*, recommended intervals between the completion of primary dose series and the administration to the booster/additional doses are strictly followed.

V. IMPLEMENTING GUIDELINES

A. National Vaccination Days Targets

1. The DOH, through the NVOC, shall provide targets for each region, province, city, and municipality on the number of doses that shall be administered daily and for the three-day campaign.
2. Likewise, the NVOC shall provide projected targets on the number of vaccination teams, vaccination sites, and logistics and ancillaries that each LGU must prepare and operationalize.

3. The DOH, through the CHDs, shall provide technical assistance and support to the LGU during the preparation period. The CHDs shall ensure that each LGU shall be capacitated and provided with sufficient augmentation of their resources, either through the assistance of the private sector, societies and organizations and communities.

B. Allocation and Distribution of Vaccines

1. The NVOC and DOH Supply Chain and Management Service (SCMS) shall allocate and distribute COVID-19 vaccines specific to the COVID-19 vaccine dose requirement of each region according to their targets and capacities for storage.
2. The CHDs, through the PHOs, shall subsequently allocate and distribute COVID-19 vaccines based on the set targets of the LGUs and to consider their existing inventories and capacity for storage.
3. The CHDs and LGUs shall ensure the availability of ancillaries needed for the three-day campaign.
4. The CHDs, PHOs or the identified hubs in the area shall ensure availability of buffer stocks of COVID-19 vaccines and needed ancillaries for replenishment of high-performing LGUs or vaccination sites.

C. Capacity Building and Training Activities

1. The NVOC and the CHDs shall conduct capacity building activities to ensure that all LGUs are provided with sufficient assistance to increase their capacities given their daily targets for the three-day campaign.
2. The NVOC, through the participation of its member agencies, shall provide capacity building activities to implementers and stakeholders who are joining the conduct of vaccination activities for the first time.

D. Activation and Registration of Vaccination Sites

1. The LGUs shall utilize various vaccination rollout strategies utilizing fixed regular sites, mega-vaccination sites, temporary post, and/or mobile buses and teams.
2. The DOH and the LGUs shall activate all registered vaccination sites and utilize them as vaccination sites during the three-day campaign.
3. The LGUs may also coordinate with government agencies to utilize schools, colleges, universities, arenas, gymnasiums and other large buildings as vaccination sites.

4. The LGUs may also coordinate with the private sector, religious organizations and sectors, to utilize their facilities such as malls, fastfood chains, workplaces, churches and parishes, among others.
5. The DOH and LGUs shall activate the hospital vaccination sites and mobilize hospital vaccination teams for the three-day campaign.
6. The CHDs and LGUs shall facilitate the registration of new vaccination sites in the COVID-19 Bakuna Center Registry (CBCR), or allow linkage of new vaccination sites to existing registered vaccination sites after thorough inspection.

E. Mobilization of Vaccination Teams

1. The NVOC shall deploy the National Vaccination Volunteer Registration where volunteers shall register and provide their contact details and where the LGUs can contact the volunteers and integrate them into the current vaccination operations within their areas of jurisdiction. The Health Emergency Management Bureau (HEMB) shall support the facilitation of volunteers to CHDs/LGUs by providing the services of OPCEN at the national and regional level.
2. The NVOC, RVOCs and LVOCs shall coordinate with medical, nursing and allied health societies and their component societies/chapters, and private sector partners to mobilize health human resources as volunteers to augment the health human resource for vaccination.
3. The DOH shall mobilize healthcare workers in the country and encourage participation during the three-day campaign, including public, private and self-employed healthcare workers.
4. The NVOC, through the assistance of the Armed Forces of the Philippines (AFP), Philippine National Police (PNP), Bureau of Penology and Jail Management (BJMP), and Bureau of Fire Protection (BFP), shall deploy Volunteer Vaccinators at Large (VVAL) in Geographically Isolated and Disadvantaged Areas (GIDA), as determined by the CHDs.

F. Support to and Safety of Volunteers

1. All volunteers shall be provided with appropriate Personal Protective Equipment (PPE) by the LGU/LVOC.
2. A fully filled-out health declaration form shall be required upon entry at the vaccination site. If the volunteer manifests any signs and symptoms of COVID-19 infection, he/she shall be referred to the Barangay Health

Emergency Response Team (BHERT) for isolation and treatment, based on current policies and guidelines.

3. Health safety standards shall be strictly observed by the volunteers during their tour of volunteer work. All relevant information/findings/incidents noted during the volunteer's tour of service shall be reported or disclosed to the licensed professionals on the vaccination team.
4. In cases where the volunteer contracts COVID-19, the LGU/LVOC shall ensure and facilitate treatment and/or isolation of the volunteer.
 - a. If hospitalized, the volunteer shall be covered by PhilHealth. Any excess expenses shall be shouldered by the LGU/LVOC.
 - b. The volunteer may be admitted in a government hospital or a private hospital with an existing Memorandum of Agreement (MOA) with the CHDs.
 - c. For those not needing hospitalization, the LGU/LVOC shall ensure proper coordination with a quarantine facility. Home-isolation shall also be allowed, provided that quarantine/isolation requirements are followed based on the guidelines set forth in Department Memorandum 2020-0512 entitled "*Revised Omnibus Interim Guidelines on Prevention, Detection Isolation, Treatment, and Reintegration Strategies for COVID-19*".
5. The LGUs/LVOCs, in coordination with partners, societies and organizations, may provide transportation, meals and snacks to volunteers during the three-day campaign.

G. Operations in the Vaccination Sites

1. Operation Hours

- a. The vaccination sites shall fully operate for three days, for 8-12 hours/day.
- b. For vaccination sites operating for 12 hours, they may deploy two shifts a day.
- c. The vaccination site managers shall ensure that at the start of each vaccination day, the vaccination teams are briefed of the vaccination targets and informed of any reminders and instructions.
- d. The vaccination site managers shall ensure that the vaccination teams have break periods for at least 15 minutes in the morning and afternoon, and lunch break for an hour.

2. To facilitate ease in implementation and avoid errors in administration, the vaccination sites shall:
 - a. Provide priority lanes for Priority Groups A1, A2, and A3.
 - b. Dedicate separate vaccination sites and/or lanes for the vaccination of Pediatric A3 and ROPP.
 - c. Clear markings for directions on the vaccination sites.
 - d. Use different vaccine carriers for COVID-19 vaccine brands allocated and dedicated for the vaccination of the pediatric population and the administration of booster/additional doses.

H. Vaccination Process

1. **Pre-Registration and Scheduling Mechanisms:** The vaccination sites shall utilize various vaccination registration mechanisms to ensure that any willing constituents shall be provided with access to any registration tool/processes. The following mechanisms may be utilized:

- a. **Pre-registration and scheduling through the LGU's registration website/application/link**

- i. The LGUs shall deploy existing registration systems and tools where the vaccine recipient may register through an app/link and thereafter be provided with the schedule.
- ii. To facilitate coordination, the LGUs shall share the links to their registration websites/apps/links to partners and to the CHDs for consolidation and dissemination. LGUs may update the links here: bit.ly/VaccinationRegistrationDirectory_DILGupdate.
- iii. The LGUs shall widely disseminate their registration websites/links through various media platforms and information systems, both online and offline, to ensure that constituents are fully informed and the links are readily available.

- b. **Masterlisting by barangays and scheduling**

- i. If the LGU does not have any website/app/link as a registration system, the barangays may conduct masterlisting activities and assign vaccine recipients to vaccination sites on a daily basis.
- ii. The barangays are encouraged to conduct house-to-house activities and determine who among the constituents are still unvaccinated. After determining, the constituents must be scheduled and assigned to vaccination sites.

c. Walk-ins, especially for Priority Groups A2 and A3.

- i. ALL vaccination sites shall accommodate walk-ins, especially if these are Priority Groups A2: Senior Citizens or A3: Individuals with comorbidities.

2. Vaccination Site: Registration Area

- a. The LGUs shall simplify the documentary requirements presented in the registration area of the vaccination site.

- i. Vaccine recipients requiring primary dose series shall provide the following documents only:

1. Any valid Identification Card (ID);
2. Medical certificate for immunocompromised A3, pregnant women in their first trimester, and Pediatric A3;
3. Additional documents for ROPP and Pediatric A3 as stipulated under DOH DC 2021-0464 entitled "*Interim Operational Guidelines on the COVID-19 Vaccination of the Pediatric Population Ages 12-17 Years Old with Comorbidities*" and DOH DC 2021-0483 entitled "*Interim Operational Guidelines on the COVID-19 Vaccination of the Rest of the Pediatric Population Ages 12-17 Years Old*".

- ii. Vaccine recipients requiring booster/additional doses shall provide the following documents only:

1. Original vaccination card showing the completion of 2nd dose for a 2-dose vaccine regimen and one dose for Ad26.COV2.s (Janssen) vaccine
2. Valid ID Card
3. Medical Certificate for Priority Group A3: Individuals with Comorbidities in immunocompromised state.

- b. The personnel assigned in the registration area shall not require submission of additional information from the vaccine recipient except for those required in the informed consent form.

3. The health education, health screening, vaccination and post-monitoring shall follow the standard process as stipulated in DOH DM 2021-0099 entitled "*Interim Omnibus Guidelines for the Implementation of the National Vaccine Deployment Plan for COVID-19*".

4. All vaccination sites shall adopt the "No Wrong Door Policy" in providing 2nd or booster/additional dose to vaccine recipients. Thus, vaccine recipients eligible to receive the COVID-19 vaccine shall be accommodated in any

vaccination site.

I. Vaccination Teams

1. The vaccination team shall be composed of at least three (3) professional health care workers:
 - a. One (1) health screener
 - b. One (1) vaccinator
 - c. One (1) post-vaccination monitor
2. Additional personnel may serve as part of the vaccination team. At least two (2) non-health personnel:
 - a. One (1) personnel in the registration area
 - b. One (1) usher/assistant
3. One (1) vaccination team may vaccinate at least 150 - 200 vaccinees a day.
4. The following number of vaccination teams may be deployed in the vaccination sites:
 - a. For mega vaccination sites: at least six (6) teams
 - b. For regular fixed sites: at least three (3) teams
 - c. For temporary posts and mobile vaccination buses/caravans and teams: at least one (1) team.
5. **Logistics and Cold Chain Management**
 - a. The Vaccination Team Supervisor should ensure that vaccine refrigerators, vaccine carriers or vaccine transport boxes and cold packs are available, conditioned and monitored.
 - b. Vaccination Team Supervisor should ensure that vaccines, syringes, needles, and other ancillaries are readily available. Daily physical inventory should be done and reported to the CHO/MHO.
 - c. Vaccination Team Supervisor should ensure that all electrical equipment and plugs are working and secured to avoid incidents that could result in temperature excursion and wastages.
 - d. Vaccination Team Supervisor should ensure that all members of the vaccination team are trained and oriented on the particularities of all vaccine brands available in the vaccination site

J. Daily Data Reporting

1. The National Government, through the Department of Information and Communications Technology (DICT), shall mobilize all stakeholders and shall ensure that LGUs will be provided with human resource augmentation for data encoding and reporting.
2. Each vaccination site shall have a dedicated personnel for data encoding.
3. All vaccination sites shall record the vaccination event and encode/report the accomplishments to the systems/tools deployed by the Department of Information and Communications Technology.
4. On the submission of quick counts,
 - a. Each vaccination site shall submit the accomplishment at 11 AM, 3 PM and 7 PM (or earlier) to the LGU where it is operating.
 - b. The LGU shall consolidate, review and submit the accomplishment to NVOC, using the VORS system. The LGUs shall submit the consolidated accomplishment on 11:30 AM, 3:30 PM, and 7:30 PM. Likewise, the LGU may review their final end-of-day accomplishment and ensure that this shall be reported before 5:59 AM the next day.
 - c. The NVOC shall release the quick count accomplishment to the public at 12 Noon, 4 PM, and 8 PM. Likewise, the NVOC shall release the final daily accomplishment to the public at 9 AM the next day.
5. On the submission of the comprehensive vaccination information through the linelist,
 - a. Vaccination sites shall submit the line list of those vaccinated by 9 PM of the operation day to the LGU. The LGU shall consolidate, review and submit through a linelist to the VAS Line List Upload Tool (<https://vaslinelist.dict.gov.ph>).
6. The accomplishments of the LGUs will be shared to the public, while the line list submission shall be monitored by the Department of Interior and Local Government (DILG).

K. Demand Generation and Communications


1. Ensure unified messaging across stakeholders through the a) use of the official National Vaccination Days tagline "Bayanihan Bakunahan. Ligtas. Lakas. Buong 'Pinas" and b) use and dissemination of the editable template collaterals and hashtags in the communications toolkit

bit.ly/RESBAKUNACommunicationsToolkit) and community activation and social mobilization toolkit (bit.ly/RESBAKUNACommunityToolkit).

2. Generate demand through ramping up of community-level preparations, especially behavioral nudges that would facilitate vulnerable populations' access to registration, scheduling, and transportation mechanisms. These behavioral nudges are summarized in these compilations of nationwide best practices (bit.ly/RESBAKUNA_BestPractice) and NCR best practices (bit.ly/T3_NCRBestPractice).
3. Expand reach especially to vulnerable sectors, including but not limited to senior citizens, persons with disabilities, indigent groups, indigenous groups, homeless individuals, and those living in Geographically Isolated and Disadvantaged Areas. Social mobilization and community activation activities may be implemented in partnership with faith-based groups, civil society organizations, and the private sector.
4. Encourage vaccination through incentives, such as the nationwide Bakunado Panalo raffle (doh.gov.ph/vaccines/raffle) and other complementary LGU-funded incentives.
5. Mitigate the impact of Adverse Events Following Immunization (AEFI) by a) ensuring the functionality of the crisis communications organizational structure and protocol as stipulated in Department Memorandum No 2021-0224: "Interim Guidelines on AEFI Community Management and Crisis Communications Related to COVID-19 Vaccines," (bit.ly/AEFI_CrisisCommsProtocol) and b) attendance of the representatives from Health Promotion Units and their media partners to DOH's webinar on Responsible Reporting of AEFIs on Thursday, November 25, 2021.
6. Generate feedback through the use and promotion of KIRA chatbot, which is accessible using free data through Facebook messenger (<https://m.me/OfficialDOHgov>).

For dissemination and strict compliance.

By Authority of the Secretary of Health:


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



NATIONAL COVID-19 VACCINATION OPERATIONS CENTER
Philippine International Convention Center, Vicente St., Pasay City, Metro Manila

November 23, 2021

ADVISORY NO. 105

Philippine COVID-19 Vaccine Deployment and Vaccination Campaign

Endorsement of Jollibee Foods Corporation and McDonald's Philippines as Partners during the National Vaccination Days

This Advisory is issued to endorse the Jollibee Foods Corporation and McDonald's Philippines as partners for the National Vaccination Days (NVD) on November 29, 30, and December 1, 2021.


Jollibee Foods Corporation and McDonald's Philippines are offering the utilization of their selected stores that may be used as registration or vaccination sites, most especially for the NVD.

All Regional and Local Vaccination Operation Centers (R/LVOCs) are therefore enjoined to engage the following focal from the respective Fast Food Chain:

Fast Food Chain	Assistance Offered	Contact Person	Email Address	Cellphone Number
Jollibee Foods Corp.	Vaccination Site - November 29 to December 1	Ms. Elise Veloso	elise.veloso@jollibee.com.ph	09209635516
McDonald's Philippines	Registration Site- November 25 to 28; Vaccination Site - November 25 onwards	Mr. Ronald Atanacio	ronald.atanacio@ph.mcd.com	09989723264

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 c19vaccineopcen@gmail.com

This Advisory is effective immediately, and for wide dissemination and compliance.


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 Undersecretary, Field Implementation and Coordination Team
 Chair, National COVID-19 Vaccination Operations Center
 Department of Health

11/25/21
 STD email