



Republic of the Philippines  
**Department of Education**  
**REGIONAL OFFICE NO. VIII (EASTERN VISAYAS)**  
 Government Center, Candahug, Palo, Leyte  
**ISO 9001:2015 CERTIFIED**



**MEMORANDUM**  
 OM-2020- **026**

**TO:** Assistant Regional Director  
 Regional Chiefs  
 QMS Team Leaders  
 Unit/Section Heads

**FROM:** **RAMIR B. UYTICO, Ed.D., CESO IV**  
 Director IV

**SUBJECT: DATA PRIVACY NOTICE**

**DATE:** January 30, 2020

1. To ensure compliance with Republic Act 10173 also known as the Data Privacy Act of 2012, this Office has crafted its Data Privacy Notice to be posted in a conspicuous place of every functional division.
2. Relative thereto, all employees are required to observe the Data Privacy Notice and inform the clients of the existing data privacy rules that the Office are implementing. (Please see attached Data Privacy Notice for your reference)
3. Printing and framing of the Data Privacy Notice shall be charged to PAU Funds subject to the usual accounting and auditing rules and regulations.
4. Immediate dissemination of and compliance with this memorandum are desired.



LEAD, EMPOWER, AND ACHIEVE THROUGH DATA-DRIVEN DECISIONS  
*...where LEADers create great schools*

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## DEPARTMENT OF EDUCATION EASTERN VISAYAS

### DATA PRIVACY NOTICE

The Department of Education, Regional Office VIII, respects the privacy of every client and recognizes the policy of the state to protect the fundamental human right to privacy while ensuring free flow of information to promote innovation and growth. The Office has developed this Data Privacy Notice to ensure compliance with the Implementing Rules and Regulations of the Republic Act 10173 also known as the Data Privacy Act of 2012.

This Office's Data Privacy policy shall cover all **personal data and information processed in and by the Department** and shall apply to **all levels of governance in basic education** as provided under the Governance of Basic Education Act of 2001 (Republic Act No. 9155) – at the Central (CO), Region (RO), Division (DO), and District offices, respectively, and in schools.

DepEd Regional Office VIII recognizes its inherent obligation **to secure and protect personal information** in the various systems used by and in the government and private sector.

This Office commits to (1) satisfy the general data privacy principles of transparency, legitimacy and proportionality in processing personal information; (2) ensure that the collection and processing of personal information is pursuant to a statutory mandate; (3) provide an assurance that the personal information collected will be stored securely and kept confidential; and (4) ensure that the information requested are relevant and necessary to enable the Government Office to accurately compute and determine the purpose of disclosure from every employee.

This Office may also collect and process personal information of clients who may enter the Office's premises through video recording and other basic information for records and security purposes.

For more information, please contact the Data Privacy Focal Person at [pau.region8@deped.gov.ph](mailto:pau.region8@deped.gov.ph) or (053)-323-3156 or visit its Office at Government Center, Candahug, Palo, Leyte.