



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
DepED Complex, Meralco Ave., Pasig City



Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary
Legislative Affairs, External Partnerships,
and School Sports

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JAN 15 2019

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DIVISION OFFICE
BAGUIO CITY

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10 JAN 2019

MEMORANDUM

OU-LAPSS No. 31, s. 2019

TO : Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary and Secondary Schools
DPA Focal Persons and Alternates
All Others Concerned

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JAN 21 2019

DEPED-CAR

FROM : **TONISITO M.C. UMALI, Esq.**
Undersecretary

SUBJECT : **Regions/Divisions/Schools/Offices Submission of 2018 Security Incident Report**

DATE : 11 January 2019

As part of the compliance with RA 10173, otherwise known as Data Privacy Act (DPA) of 2012, this Office would like to request all the DPA Focal Persons from their respective regions/divisions/schools/offices to submit their 2018 Security Incident Report to this office. The said reports shall be included in the Department of Education's (DepEd) 2018 Security Incident Report which this office shall submit to the National Privacy Commission (NPC).

Your office's 2018 Security Incident Report should contain information on the security incidents that affect personal data under a PIC's control, including the number of security incidents that affect personal data in each calendar year.

As defined in Section 3 of the said law, a **security incident** is "(a)n event or occurrence that affects or tends to affect data protection, or may compromise the availability, integrity and confidentiality of personal data. It includes incidents that would result to a personal data breach, if not for safeguards that have been put in place."

Republic of the Philippines
Department of Education
CORRELLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet

January 16, 2019

To : The Schools Division Superintendents
All Divisions

For Information and appropriate action.

EDGARDO T. ALUS
Chief Administrative Officer

To: All School Administrators, Principals & Teachers in-Charge
(Elementary & Secondary)

FOR YOUR INFORMATION & APPROPRIATE ACTION

FEDERICO P. MARTIN, Ed.D, CFSO VI

In this connection, please be guided by the following:

1. Your office's Security Incident Report should cover security attempts or breaches from **1 January to 31 December 2018**.
2. If your respective regions/divisions/schools/offices have any recorded or collected security incident/s that have not been reported to this office, may we request that you submit a summary of your Security Incident Report together with the corresponding actions that your office has undertaken to address such incidents.
3. If there are no recorded incidents, kindly acknowledge this memorandum by indicating that there are no recorded incidents reported in your respective regions/divisions/schools/offices
4. If you have already religiously reported a security attempt or breach encountered by your respective regions/divisions/schools/offices, kindly acknowledge this memorandum by indicating that report/s have been submitted to this office. You may attach a copy of the report/s submitted to this office or those that have been submitted to NPC.
5. Your office's acknowledgement and/or report/s, together with a signed copy of the attached template, must be submitted to this office on or before **8 February 2018**.

Further, attached herewith is OU-LAPSS Memorandum No. 500, s. 2018 to guide your regions/divisions/schools/offices on the reporting guidelines should you encounter any security breach incident.

For any concern, you may contact Dynes Ruiz at 635-3761 or email at anna.ruiz@deped.gov.ph

For strict compliance.

Thank you very much.



Annual Data Breach Report Summary Page
 (Central Office/Regional Office/Schools Division Office)

Breach Type	Total Number of Security Incidents Involving Personal Information	Information Impact Categories			
		None	Privacy Breach	Propriety Breach	Integrity Loss
Confidentiality	0	0	0	0	0
Integrity	0	0	0	0	0
Availability	0	0	0	0	0

Information Impact Category	Definition
None	No information was exfiltrated, changed, deleted, or otherwise compromised
Privacy Breach	Sensitive personal identifiable information (PII) of participants, resource persons, etc. was accessed or exfiltrated
Propriety Breach	Unclassified proprietary information, such as protected critical infrastructure information (PCII) was accessed or exfiltrated
Integrity Loss	Sensitive or proprietary information was changed or deleted
Breach Type	Definition
Confidentiality	Property that information is not made available or disclosed to unauthorized individuals, entities, or processes (ISO/IEC 27000:2016 Section 2.12)
Integrity	Property of accuracy and completeness (ISO/IEC 27000:2016 Section 2.40)
Availability	Property of being accessible and usable upon demand by authorized entity (ISO/IEC 27000:2016 Section 2.9)

Prepared by:

Noted By:

Name
 Designation

Name of Head of Office/OIC
 Designation