



Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
OFFICE OF THE SECRETARY
Manila

SEP 27 2019

SPECIAL ORDER

NO. **130**

Series of 2019 *QU 10.03.19*

**SUBJECT: Creation of Data Privacy Committee
Technical Working Group (TWG)**

In order to assist the Data Privacy Committee in the implementation of the Data Privacy Program, a Technical Working Group shall be created and shall be composed of the following:

Team Lead: Randy Del Rosario, SRS
Team Members: Rommel G. Gaddi, IMS
Andro V. Santiago, SRS
Erlyn T. Caguioa, IMS
Ruben G. Azarcon, HRAS
George F. Fajilan, HRAS
Ricardo P. Estrera, HRAS
Eduardo M. Dimaculangan, Jr., HRAS
Mikhail Valodya M. Tupaz, LS

The TWG shall have the following functions:

1. Conduct and maintain inventory of all data containing Personal and Sensitive Information;
2. Ensure conduct of Privacy Impact Assessments (PIA) to identify risks in data processing systems
3. Assist in the drafting of Data Privacy Management Program
 - a. Privacy Management Scorecard
 - b. Change Management/Communications Plan
 - c. Performance Commitments/KPIs
 - d. Privacy Vision/Mission Statement;
4. Assist in the drafting of the Data Privacy Manual and other documentary requirements to ensure implementation of measures and procedures that will guarantee the safety and security of personal data under its control or custody;
5. Submit reports to the National Privacy Commission (NPC) (Annual Reports, Data Breach Reports, etc); and
6. Keep up-to-date with Data Privacy Laws to ensure that DPWH procedures adhere to the DPA.

The TWG may invite other DPWH officials/personnel or other concerned agencies and entities to participate and/or provide assistance, in the drafting of Privacy Management Program and Privacy Manual as the need arises.

This order shall take effect immediately.

MARK A. VILLAR
Secretary

11.1.1 ETC

Department of Public Works and Highways
Office of the Secretary



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