

Social protection entails the provision of immediate response to various types of risks and vulnerabilities that confront Filipino households. In its effort to help address these risks and guarantee that the poor receive responsive social protection programs, the government of the Philippines, through the Department of Social Welfare and Development (DSWD), adopted a household targeting system called the **National Household Targeting System for Poverty Reduction (NHTS-PR)**.

The NHTS-PR, popularly known as Listahanan, intends to:

- i. Formulate a unified criteria for the identification of the poor population through scientific means;
- ii. Install a focused targeting to reduce leakages in the delivery of social protection programs; and
- iii. Facilitate sharing of database with the public and other social protection stakeholders.

## The Listahanan 3 has available data on poor Filipino households'

- Member's information (full name, age, sex, marital status, and relationship to household head);
- Housing condition (type of housing unit, its tenure status, and construction materials of its roof and walls);
- Accessibility to electricity;
- Ownership of assets;
- Accessibility to sanitary toilet facilities, safe water, and health facilities;
- Educational background;
- Labor and employment status (type of their primary occupation or business, class of worker, and nature of employment); and
- MORE!

Check out here for the complete list of available data sets from the Listahanan 3!



🔍 [www.listahanan.dswd.gov.ph/listahanan3/](http://www.listahanan.dswd.gov.ph/listahanan3/)

## The Listahanan 3 is now available!

Learn how to gain access to the Philippines' only rich and comprehensive database of poor Filipino households

#BawatBuhayMahalagaSaDSWD

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- 🌐 www.listahanan.dswd.gov.ph



# THE LISTAHANAN DATA SHARING LAWS AND POLICIES

The DSWD puts premium on the protection of personal and sensitive information collected by the Listahanan. The **Memorandum Circular No. 15, Series of 2021** was developed by the Department to institutionalize a set of processes involved in the sharing and utilization of the Listahanan data with its end-users.

Moreover, in its pursuit to uphold the fundamental human right to privacy of the data subjects in the Listahanan database, the said Guidelines was crafted in accordance with the provisions of the **Republic Act No. 10173** or the **Data Privacy Act of 2012**.

## Basic Requirements

The requesting party shall:

- Be a legitimate organization;
- Designate a Data Protection Officer (DPO) registered at the National Privacy Commission (NPC); and
- Put in place physical, technical, and organizational measures to protect the personal data received from the Listahanan.

## Scope of Request

National government agencies (NGAs)

Government-Owned and Controlled Corporations (GOCCs)

Non-government organizations (NGOs), development partners, and private foundations that are based in the National Capital Region (NCR) and whose request requires nationwide scope or will cover at least two (2) regions

Local government units (LGUs)

Regional organizations and offices whose request covers only one (1) region

DSWD  
Central Office

DSWD Field  
Office

# LISTAHANAN DATA SHARING PROCEDURES:



1

**The requesting party shall submit a formal letter of request.**

The letter shall be signed by the head of the organization and shall be addressed to the DSWD Secretary/National Household Targeting Office (NHTO) Director or the DSWD Field Office Regional Director of the regional data needed.

It shall clearly establish the **purpose of the request** and **specific data sets** expected to be acquired from the Listahanan database.

### For LGUs:

The letter shall be accompanied by a **Sanggunian resolution** authorizing the LCE to enter into a data sharing agreement with the DSWD.

### For NGOs, CSOs, and private foundations:

The letter shall be accompanied by an original **resolution of governing board** authorizing the Head of Office to enter into a data sharing agreement with the DSWD.

2

**If the request is approved, the NHTO or NHTS will coordinate with the requesting party on the submission of the following documents and other requirements, such as:**

- Accomplished draft Data Sharing Agreement (DSA);
- Document indicating the appointed and NPC-registered DPO and valid proof/s of their identity;
- Privacy Manual or other approved document/s on data security measures in place; and
- *(For NGOs and private foundations only)* Valid proof/s of identity of the Head of Office and legitimacy of the organization.

3

**An orientation with the requesting party on the Salient Features of the Data Privacy Act of 2012 and other relevant policies and guidelines shall be conducted by the NHTO and NHTS.**

4

**A virtual or in-person inspection meeting shall follow to validate the:**

- List of identified staff who will access, process, and safeguard the Listahanan data;
- Hardware and security components with supporting images and specifications; and
- Documentation of physical security measures in place.

5

**Finally, the NHTO or NHTS shall process the data requested following the signing of the DSA between the DSWD and the requesting party.**

## FEEDBACK AND REPORTING:



All end-users of the Listahanan data shall be required to submit a report to the NHTO or NHTS on how the data were utilized:

### One-time programs/projects with a fixed duration period

1. An interim report three (3) months after the initial program/project implementation; and
2. Another one upon conclusion of the program/project.

### Recurring programs

1. Utilization report six (6) months after the initial implementation of the program; and
2. Annual utilization report submission thereafter.

## Reminders!

The DSWD reserves the right to disapprove any request of data or information if, upon assessment, the disclosure of such information or data will violate existing laws or any Department policies or guidelines.



The DSWD shall be cited in and received a copy of any written document, report, or publications produced out of Listahanan data.