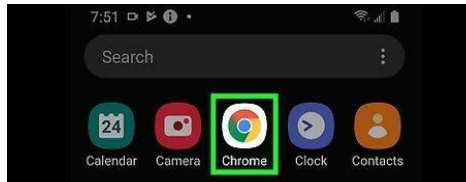


Health Screening & Attendance Logs System


1. From your computer or mobile devices, open any browser (e.g, Google Chrome, Mozilla Firefox, Safari and etc.) and type <https://healthscreening.napocor.gov.ph> in the address bar.



2. The system will prompt the landing page of the app which is the Login and Signing Up page.



3. Click the **Sign Up** button to register your profile. Then fill-up the following information needed:



I. Profile Registry

Please provide your personal information.

1.1. Your Full Name
Ex: Juan B. Dela Cruz

First Name *

Middle Initial

Last Name *

1.1. Employee Information *

Employee Status:
 Permanent Contract of Service (COS)

Employee No *

1.2. Email Address *

1.2. Residential Address *
Unit #, Flr, Bldg., Street, Brgy.


1.3. Municipality *

1.4. Age *

1.5. Cellphone No *
+63

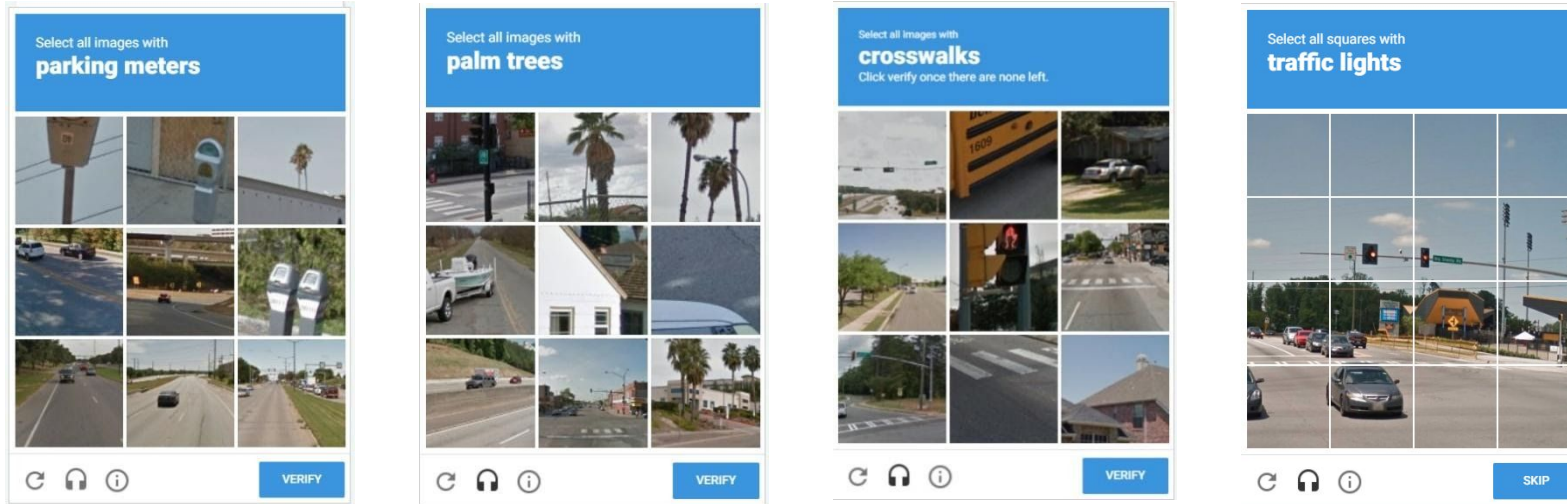
1.6. Gender *
 Male Female

1.7. Department *

I'm not a robot  reCAPTCHA
Privacy - Terms

Back Next

Once all required information is filled-up, tick the checkbox “I’m not a robot”, then click “Next and answer the challenges to proceed on the next page.



Click the **Next** button to show the Data Privacy Statement Dialog with the statement of how your personal information is being processed and save your personal information. Once you click **I Agree** button, the registration process will begin. Right after then a thank you message will appear and ask you to check your mailbox. Your email should receive a verification link with a subject of **Health Services & Attendance Logs System**.

Data Privacy Statement



How the National Power Corporation (NPC) uses for Personal Information

NPC uses the personal information gathered from its employees, customers and stakeholders in the course of its official business primarily for managing and administering corporate procedures and functions in relation to its statutory mandates of Missionary Electrification, Watershed and Dams Management and Operation and Maintenance of undisposed Generation Assets the scope of which covers offices spread over the entire country.

Information is generally gathered through forms which are filled up in relation to procedures arising out of various corporate functions such as hiring and personnel development, procurement activities, contract administration, security management, among others. Information retained by the Corporation is either manually recorded in logbooks or stored in data bases which are secured and handled under strict guidelines for access.

No person other than NPC, its employees, government agencies and their authorized representatives are allowed to access retained personal information in NPC's database or under its physical possession subject to the provisions of Executive Order No. 2, s. 2016 (*Operationalizing in the Executive Branch the People's Constitutional Right to Information and the State Policies to Full Public Disclosure and Transparency in the Public Service and Providing Guidelines therefor*).

Close

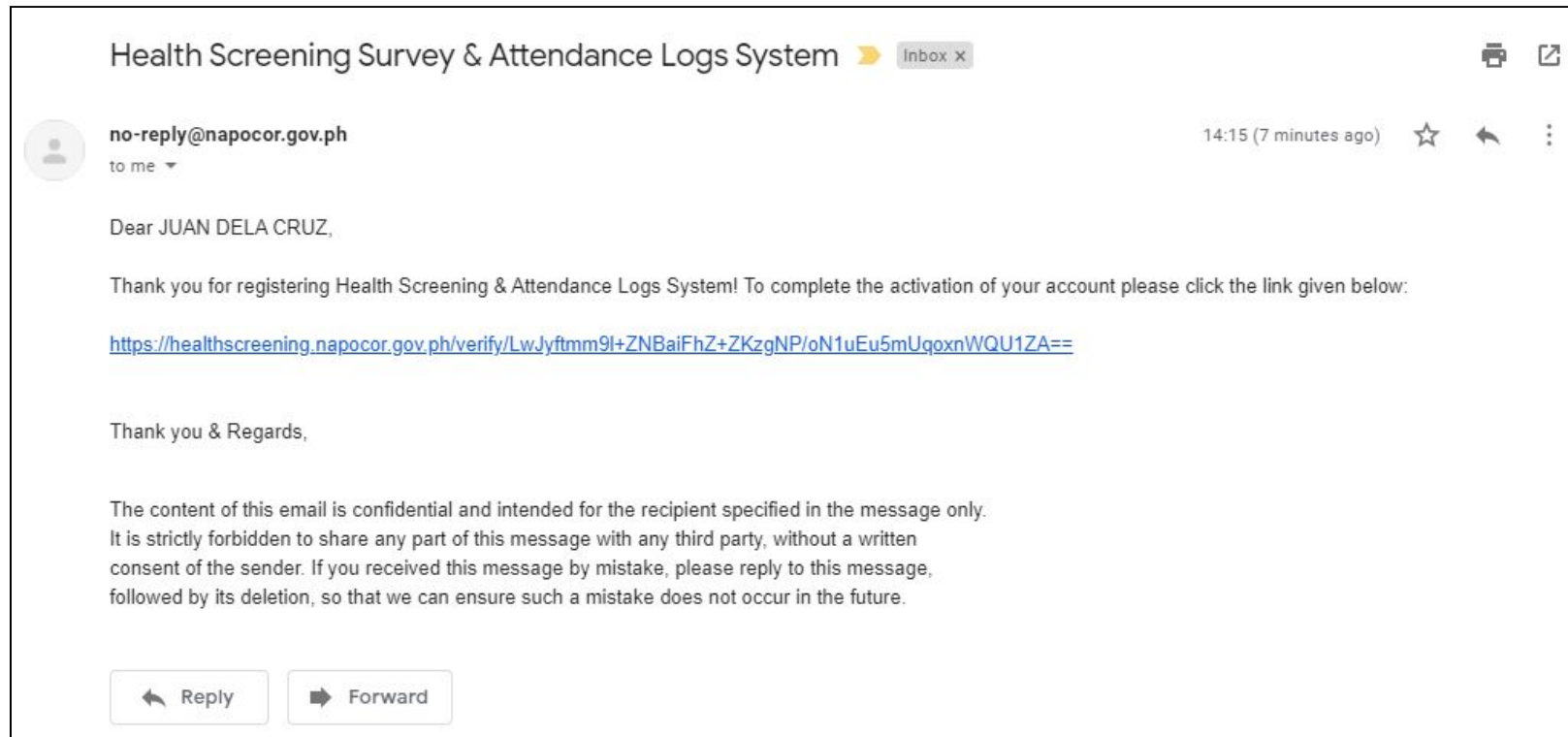
I Agree

Thank you, please check your mailbox
and verify your email address to
complete your profile registration.

[Go To Home Page](#)

4. Check your mailbox and find the message coming from no-reply@napocor.gov.ph with a subject of 'Health Screening Survey Attendance Logs System', it's an automated email so replying with this email is not necessary.

Click the link specified in the message to activate your account.



4.1 Verify Account Page. The email link will redirect you to a page that requires you to enter your desired password then Click Submit button.

Verify Account

To complete your account verification please enter your desired password for juandelacruz@gmail.com

Password *

Confirm New-Password *

Verify Account

To complete your account verification please enter your desired password for juandelacruz@napocor.gov.ph

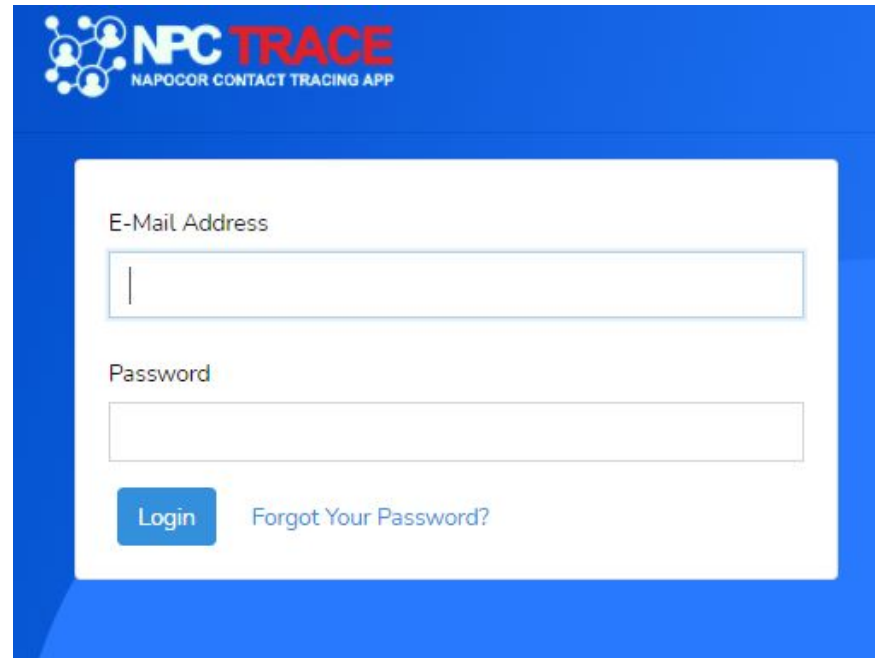
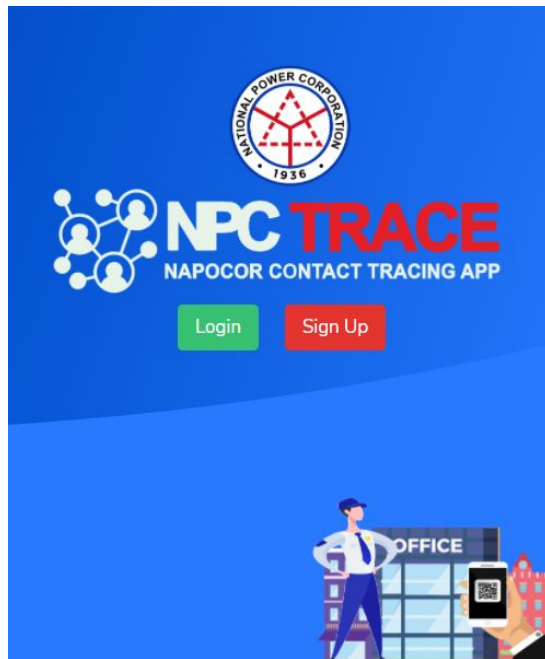
Password *


Confirm New-Password *

Verify Account

Your email address: juandelacruz@gmail.com is successfully verified.

5. Once your account is verified, you can now use your accounts to login on the Health Screening Application. From the home page, just click the **Login** button to show the login dialog. Enter your email address and password, then click

The image shows the login dialog of the NPC TRACE app. It features a white background with a blue border. At the top left is the 'NPC TRACE' logo and 'NAPOCOR CONTACT TRACING APP' text. Below this are two input fields: 'E-Mail Address' and 'Password'. A blue 'Login' button is positioned below the password field, and a blue link for 'Forgot Your Password?' is to its right.

6. Once you logged-in, the **Home Page** will appear. It will show you your last scanned temperature, and your Time Attendance for the current week. Click the  to show your left-navigation panel.

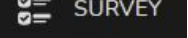


The screenshot shows the home page of the NPC TRACE app. On the left, a blue navigation panel contains a 'MENU' button. The main content area displays two summary cards: a pink card showing a body temperature of 36.5 at Jan 06, 2021 17:02, and a brown card showing 40 HRS for the current week. Below these is a table titled 'Daily Time Record for the Period of January 04, 2021 to January 08, 2021'. On the right, a dark navigation menu shows the user's profile (JUAN DELA CRUZ, jdelacruz@napocor.gov.ph) and options for HOME, PROFILE, SURVEY, and LOGOUT.

Date	In	Out	In	Out
Jan 05, 2021	07:30	12:25	12:27	17:22
Jan 06, 2021	06:39	12:17	12:19	17:02

6.1 **Profile Page.** From left-navigation panel, click  PROFILE menu.

Profile		
First Name JUAN	Middle Name Enter Middle Name	Last Name DELA CRUZ
Employee No 18-00000-0	Email Address jdelacruz@napocor.gov.ph	
Residential Address Blk A, Phase 1, Di Makita St.		Municipality VALENZUELA CITY
Age 28	Cellphone No (63) 9180000000	Gender Male

7. To create survey, click  menu from the left-navigation panel. Then answer the first set of questions in the survey by clicking the 'Oo' or 'Hindi' button. Then Click the **Next Button**

II. Karanasan

Pindutin ang Oo / Hindi na button kung ikaw ay nakakaranas o hindi nakakaranas ng mga sumusunod

1. Ikaw ba ay nakatira sa bahay na may pasyenteng nag positibo sa COVID 19?

Oo Hindi

2. Ikaw ba ay nakatira sa bahay na may mga taong pinaghihinalaan o inoobserbahan para sa sintomas ng COVID 19?

Oo Hindi

3. Ikaw ba ay pumunta o nadala sa kahit anong ospital o klinika nitong huling 14 na araw?

Oo Hindi

4. Ikaw ba ay nag-alaga / nakatabi / nakasama ang isang tao na nagpositibo sa COVID 19?

Oo Hindi

8. Answer the second set of questions in the Survey via clicking the 'Meron' or 'Wala' button. Then click **Next** Button to complete your survey.

III. Symptoms (Sintomas)

Pindutin ang Oo / Hindi na button kung ikaw ay nakakaranas o hindi nakakaranas ng mga sumusunod

1. Fever (Lagnat o Temperatura ≥ 37.8 C)

Meron Wala

2. Muscle and Joint Pains

Meron Wala

3. Cough and Colds (Ubo o sipon)

Meron Wala

10. Chills (giniginaw)

Meron Wala

11. Gana Kumain

Meron Wala

12. Pang amoy

Meron Wala

13. Panlasa

Meron Wala

9. Confirmation message will appear once you complete the survey.

