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UN Medical Directors

Guidance to UN Health Care Workers on the Documentation of COVID-19 Vaccines Administered to UN Personnel

This document provides details on how COVID-19 vaccines administered to UN personnel should be documented and properly recorded by all UN health care workers. This directive is not novel and is in keeping with the recording of any other vaccines administered by UN health workers.

1. Documentation of COVID-19 and Other Vaccines Administered

UN health care workers who administer any vaccines to UN personnel should always record the information in the individual's organizational medical record/database (e.g. Cority, EarthMed etc.). You should also advise the staff member to self-report their vaccination status to their own national programs, and to their own Organization's/Entity's self-reporting system, if applicable.

In addition, you should always provide a personal vaccination record to the patient for their personal use and information. Such a record should include the name/s of the vaccines administered and the dates of administration.

2. Recording COVID-19 Vaccination into the WHO's International Certificate of Vaccination (also known as Yellow Card/ Carte Jaune)

According to WHO, COVID-19 vaccination can be recorded under the section on "Other Vaccinations" of the World Health Organization (WHO)'s International Certificate of Vaccination or Prophylaxis (also known as Yellow Card/ Carte Jaune).

All vaccination records on the WHO Yellow Card must contain the following information:

- Name and surname of the person being vaccinated
- Date of vaccinations, manufacturer, brand name, batch/lot no. of the vaccine
- Name of the vaccination institution administering the vaccine
- Signature by the clinician administering the vaccine.

This document must be signed in the hand of the clinician, who shall be a medical practitioner or other authorized health worker, supervising the administration of the vaccine or prophylaxis.

Note that recording in the Yellow Card does **not** replace any other vaccine registration/recording systems (e.g. the Everbridge system, which records vaccinations administered under the UN system-wide COVID-19 vaccination programme¹).

3. For Vaccines Not Directly Administered by You – How to Transfer Records Into WHO Yellow Card

All UN health workers are obligated to exercise their professional judgment when evaluating and attesting to the legitimacy of any vaccination records documented by any other health professionals / vaccination centers. These records should be assessed for validity, and should include most/all of the following information: name of the person being vaccinated, date of vaccine administration, manufacturer, brand name, batch (or lot) number of the vaccine, name of the vaccination institution administering the vaccine and signature of the clinician administering the vaccine.

Once these documentations are reviewed and validated by the UN health provider, the vaccination record can be transcribed onto the “Other Vaccination” section of their Yellow Card (see above section 2 for more details details).

Please note that willful misrepresentation of medical information is a violation of the UN standard Code of Conduct and can lead to increased risk of exposure to COVID-19 for the organization. As such, such an act can be administratively and disciplinarily treated accordingly.

4. COVID-19 Vaccine Record and Travel

The WHO states that proof of COVID-19 vaccination should not be required as a condition of entry to or exit from a country². Nevertheless, individual National Authorities may elect their own policy in this regard.

All UN personnel receiving COVID-19 vaccination should be advised that such COVID-19 vaccine documentations (*even on WHO’s Yellow Card, Everbridge certificate or other National certificates*) does not constitute a travel laissez-passer.

It may or may not be compatible with travel restrictions put in place by the country(ies) of destination – therefore, the responsibility is on the individual to check³ and ascertain the latest travel regulations of destination country (ies) before travelling.

Reference:

- A copy of the WHO Yellow Card is available [here](#) for download and printing
- Hard copies of the WHO Yellow Cards can be ordered via this [online form](#); inquiries can also be sent to bookorders@who.int
- For further questions, email dos-dhmosh-public-health@un.org

¹ For more information on the UN vaccination programme, see <https://www.un.org/en/coronavirus/vaccination>

² <https://www.who.int/publications/i/item/WHO-2019-nCoV-Risk-based-international-travel-2021.1>