



Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OFFICE OF ALAMINOS CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
DM-2021-249

TO : Assistant Schools Division Superintendent
Chief, Curriculum Implementation Division (CID)
Chief, School Governance and Operations Division (SGOD)
Division PNPKI Validation and Certification Team, Division Personnel, and
School Head of Public Elementary and Secondary Schools

FROM : Office of the Schools Division Superintendent

SUBJECT : **ORIENTATION OF DIVISION PNPKI VALIDATION AND
CERTIFICATION TEAM AND SCHOOL ICT COORDINATORS ON
THE USE OF THE LEARNING MANAGEMENT SYSTEM (LMS) IN THE
APPLICATION FOR PNPKI DIGITAL SIGNATURES**

DATE : August 9, 2021

1. This has reference to the OUA Memorandum No. 00-0721-00032 dated July 16, 2021 and Regional Memorandum No. 820, s. 2021 dated August 2, 2021 entitled "*Application of Field Offices and School Personnel for PNPKI Digital Signature.*"
2. The Commission on Election (COMELEC) issued Policy Guidelines on the Implementation of Digital Certificate for the 2022 National and Local Elections and BARMM Elections as per Unnumbered Memorandum dated June 30, 2021 requiring the use of digital signatures for personnel who will serve in the May 2022 National and Local Elections.
3. The Department of Information and Communication Technology (DICT) has granted DepEd the processing of PNPKI applications through bulk registration and likewise, waived most of the needed requirements during the application process.
4. The scheduled series of activities to be conducted by SDO Alaminos City to expedite the application process are stated below:
 - a) School ICT Coordinator Orientation - August 11, 2021 - 1PM
 - b) Division PNPKI Team Orientation - August 11, 2021 - 3PM
 - c) Division Personnel Orientation - August 12, 2021 - 1PM
 - d) Encoding and Submission of Application - August 12 – 31, 2021
 - e. Checking and Validation of Application - August 16 – September 17, 2021
 - f. Downloading of Certificate - September 20, 2021
 - g. Orientation link will be sent through Facebook messenger group.

With hundred reasons to serve!



Address: San Jose Drive, Poblacion, Alaminos City, Pangasinan
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- h. The DepEd PNPKI Resources such as forms, guides and samples can be access at <http://bit.ly/Deped-PNPKI>.
5. For any questions and concerns, please contact via email or Facebook messenger:
Carlo B. Agustin, Information Technology Officer
(carlo.agustin@deped.gov.ph)
6. For information, guidance, wide dissemination and strict compliance.


LORNA G. BUGAYONG PhD, CESO V
Schools Division Superintendent

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