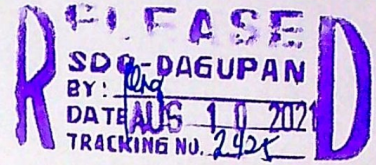




Republic of the Philippines
Department of Education
REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY



Division Memorandum No. 212 s. 2021

To: **Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Administrative Officers
School Heads
School ICT Coordinators
Teachers and Non-Teaching Personnel
Others Concerned**

Date: **August 10, 2021**

Subject: **Application of Field Offices and School Personnel for PNPKI Individual Certificate Application Form v2. PNPKI Digital Signature**

This Office hereby reiterates the OUA Memo 00-0721-0129 re: Application of Field Offices and School Personnel for PNPKI Digital Signature to the field and timeline for the **online** registration to the PNPKI Encoding Form and **uploading** of duly filled-up PNPKI Individual Certificate Application Form v2.

To expedite the process in the field, especially for those who will serve in the 2022 National and Local Elections and for the utilization of Learning Management System (LMS), below are the following action required links:

Online registration to the PNPKI Encoding Form - <https://bit.ly/sdodc-PNPKI>

PNPKI Individual Certificate Application Form v2. - <https://bit.ly/3xEXYch>

There will be an orientation via video conferencing (meet.google.com/wmr-ooout-ojw) on **August 12, 2021 | 10AM** for the School ICT Coordinator and School Heads on the accomplishing of PNPKI Individual Certificate Application Form v2.

Please see attached schedule for the **validation** of the duly filled-up PNPKI Individual Certificate Application Form v2.

Aguedo C. Fernandez

AGUEDO C. FERNANDEZ, CESO VI
Asst. Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent



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Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OFFICE DAGUPAN CITY

CLUSTER 1	SCHEDULE
Pugaro Integrated School	Aug 17, 2021
Suit Elementary School	
Lomboy Elementary School	
Salapingao Elementary School	
Salapingao National High School	
T. Ayson-Rosario Elem. School	
Calmay Elementary School	
Carael Elementary School	
Carael National High School	
CLUSTER 2	Aug 18, 2021
Leon-Francisco Maramba E/S	
BLISS Elementary School	
Bonuan Buquig Elementary School	
Bonuan Buquig National High School	
Federico N. Ceralde Integrated School	
Gen. Gregorio del Pilar ES	
Sabangan Elementary School	
North Central ES	
CLUSTER 3	August 19, 2021
Pantal Elementary School	
Victoria Q. Zarate Element School	
Tambac Elementary School	
Bolosan Elementary School	
Salisay Elementary School	
Mamalingling Elementary School	
Judge Jose de Venecia, Sr. TVSS	
CLUSTER 4	August 25, 2021
Bacayao Sur Elementary School	
Caranglaan Elementary School	
East Central Integrated School	
Pascuala G. Villamil Elem. School	
Mangin-Tebeng Elementary School	
Tebeng Elementary School	
Lasip Grande Elementary School	
Pogo-Lasip Elementary School	
Juan L. Siapno Elementary School	
CLUSTER 5	August 26, 2021
Lucao Elementary School	
West Central Elementary School II	
West Central Elementary School I	
Juan P. Guadiz Elementary School	
Malued Elementary School	
Dagupan City National High School	



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Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0721-0129
MEMORANDUM
16 July 2021

For: **Regional Directors and BARMM Education Minister**
Schools Division Superintendents
Region and Division Information Technology Officers
Region and Division Personnel Officers
Public School Heads
All Others Concerned

Subject: **APPLICATION OF FIELD OFFICES AND SCHOOL**
PERSONNEL FOR PNPKI DIGITAL SIGNATURE

The Department of Education (DepEd) through the Bureau of Human Resources and Organizational Development (BHROD) and the Information and Communications Technology Service (ICTS), in partnership with the Department of Information and Communications Technology (DICT), has started processing applications for the Philippine National Public Key Infrastructure (PNPKI) Digital Signature.

"Public Key Infrastructure (PKI) allows users of public networks like the Internet to exchange private data securely. PKI is essentially a set of hardware, software, policies, personnel, and procedures needed to create, manage, distribute, use, store and revoke digital certificates. The PKI is one of the core services being offered by the Department of Information and Communications Technology (DICT) that will foster trust in the government by ensuring secure and reliable online transactions." (Source: <https://dict.gov.ph/pnpki/>)

At the outset, this initiative is expected to

1. support business as usual without sacrificing the safety of signatories and employees routing physical documents;
2. foster trust between offices by ensuring secure and reliable online transactions;
3. successfully integrate the use of digital signatures in the process flow and vastly increase acceptance on the integrity of official documents within and outside the Department; and
4. prevent the transmission of COVID-19 on widely used official documents.



Office of the Undersecretary for Administration (OUA)

[Administrative Service (AS), Information and Communications Technology Service (ICTS), Disaster Risk Reduction and Management Service (DRMMS), Bureau of Learner Support Services (BLSS), Baguio Teachers Camp (BTC), Central Security & Safety Office (CSSO)]

Department of Education, Central Office, Meralco Avenue, Pasig City
Rm 519, Mabini Bldg; Mobile: +639260320762; Tel: (+632) 86337203, (+632) 86376207
Email: usec.admin@deped.gov.ph; Facebook/Twitter @depedtayo



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Normally, government employees are instructed to apply individually and produce the needed requirements. However, due to the huge number of DepEd personnel, DICT has granted processing of applications through bulk registration. While waiting for updates on the request to waive all the needed requirements, **all DepEd personnel are advised to fill-out the application form.**

Currently, DepEd is processing the application of the Management Committee (MANCOM) members, Central Office personnel with procurement-related roles and DepEd PNPKI Secretariat.

To expedite the process in the field, **especially for those who will serve in the 2022 National and Local Elections**, the following activities will be conducted:

1. Virtual orientation and demonstration on the use of the **Learning Management System (LMS)**
2. Asynchronous (or self-paced) virtual orientation and **submission of PNPKI requirements through the LMS**

Note: Both activities will run from **29 July to 25 August 2021**. More details will be provided in a separate Memorandum.

The **Regional Information Technology (IT) Officers** are hereby designated as the **Regional PNPKI Focal Persons**, while **Division IT Officers** shall be the **Division PNPKI Team Leads**, effective immediately. **Regional and Division Personnel Officers** will also form part of the **PNPKI Team**. The responsibilities and duties of the PNPKI Team will be issued in a separate Memorandum.

The DepEd PNPKI Resources such as forms, guides and samples are already available at <http://bit.ly/Deped-PNPKI> . The content on this link including the process flow and other materials will be regularly updated before the start of activities.

For more information, questions and concerns on this subject, kindly contact Ms. Niña Rica Bernas, Technical Assistant II of the ICTS – User Support Division (USD), through Microsoft Teams or email at support.pnpki@deped.gov.ph

For immediate and appropriate action.


ALAIN DEL B. PASCUA
Undersecretary



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