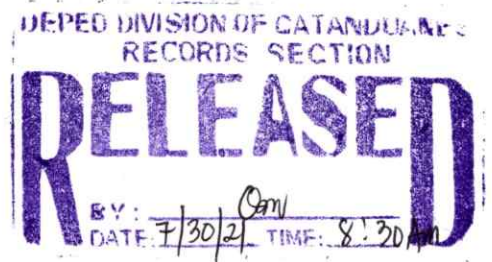




Republic of the Philippines
Department of Education
Region V – Bicol

SCHOOLS DIVISION OFFICE OF CATANDUANES



July 28, 2021

DIVISION MEMORANDUM
OSDS-ICTU-DM-312 s. 2021

**APPLICATION OF FIELD OFFICES AND SCHOOL PERSONNEL FOR
PNPKI DIGITAL CERTIFICATE**

TO : Assistant Schools Division Superintendent
SDO Chiefs, Section/Unit Heads
Education Program Supervisors
Public Schools District Supervisors
School Heads
Teachers and Non-Teaching Employees
All others concerned

1. Pursuant to the attached **OUA Memo 00-0721-1129 dated July 16, 2021 re: Application of Field Offices and School Personnel for PNPKI Digital Certificate**, you are hereby advised to check the DepEd PNPKI Resources such as forms, guides and samples which are available at <http://bit.ly/Deped-PNPKI>. While waiting for updates at the Central Office and Regional Office – all DepEd personnel are advised to fill-out the application form.

2. For queries, Technical Assistance and additional information, please contact the Supply Section(CP#09295284773 and ICT Unit (CP#09291383262) or email at ictunit.ctd@deped.gov.ph.

3. For information and guidance.

SUSAN S. COLLANO

Asst. Schools Division Superintendent
OIC-Office of the Schools Division Superintendent



San Roque, Virac, Catanduanes
052 – 8114063
catanduanes@deped.gov.ph
www.depedrovcatanduanes.com
DepEd Tayo – Region V - Catanduanes



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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.



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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

02980-2M-10

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**

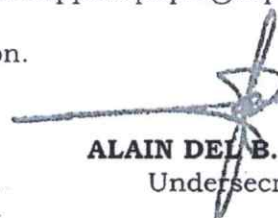
Note: Both activities will run from **29 July to 25 August 2021**. More details will be provided in a separate Memorandum.

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



July 22, 2021

SCHOOLS DIVISION SUPERINTENDENTS:

For immediate dissemination and appropriate action.


GILBERT T. SADSAD
Regional Director

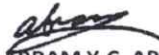


Republic of the Philippines
Department of Education
INFORMATION AND COMMUNICATIONS TECHNOLOGY SERVICE
Pasig City, Philippines

Office of the Director

NOTICE OF MEETING

FOR: Atty. Anne Rachel C. Miguel, Director IV, BHROD
Regional Directors and Barmm Education Minister
Regional Information Technology Officers (RITOs) - All Regions
Regional Administrative Officer (Personnel Services) – All Regions
Francis Allen B. Dela Cruz, Chief Administrative Officer, BHROD-PD
Mark Joseph Picones, BHROD-PD
Michelle Ann Cruz, BHROD-PD

FROM: 
ABRAM Y.C. ABANIL
Director IV

SUBJECT: Discussion on the Learning Management System, Microsoft 365 and PNPKI Digital Certificate

DATE: July 21, 2021

The Information and Communications Technology Service would like to invite the Regional Information Technology Officers (RITOs) and Regional Administrative Officer Personnel (RAOPs) to attend the meeting tomorrow, 22 of July 2021 from 9:30 AM to 12:00 NN with the following agenda:

- Learning Management System (LMS)
 - a. Regional LMS Virtual Servers
 - b. Courses on PNPKI Application and O365 Password Reset
- Roles of RITOs and Regional Personnel Officers
- Other matters.

Invitees are requested to be in the meeting room at least 10 minutes before the meeting proper via MS Teams in this link: <https://bit.ly/DepEdPNPKI>.

Also, please accomplish this form on or before the said meeting: <https://bit.ly/FormPNPKI>.

Your presence in this event is highly needed despite the short notice.

Thank you.



DepEd V Bicol Region <region5@deped.gov.ph>

OUA-Memo_0721129_Application of Field Offices and School Personnel for PNPKI Digital Signature and Notice of Meeting

DepEd User Support Division <icts.usd@deped.gov.ph>

Wed, Jul 21, 2021 at 1:22 PM

To: DepEd I Ilocos Region <region1@deped.gov.ph>, Sammy Legaspi <sammy.lagaspi@deped.gov.ph>, DepEd II Cagayan Valley <region2@deped.gov.ph>, Christian Roy Melad <christian.melad@deped.gov.ph>, Department of Education Regional Office III <region3@deped.gov.ph>, CHERYLEE ARTATES <cherylee.artates@deped.gov.ph>, DepEd RO IV-A <region4a@deped.gov.ph>, REY VALENZUELA <rey.valenzuela@deped.gov.ph>, mimaropa region <mimaropa.region@deped.gov.ph>, ANTHONY TAROY <anthony.taroy@deped.gov.ph>, DepEd RO V <region5@deped.gov.ph>, Buddy Deyto Jr <salvador.deyto@deped.gov.ph>, DepEd VI Western Visayas <region6@deped.gov.ph>, Noel Donell Narida <noeldonell.narida@deped.gov.ph>, DepEd RO VII <region7@deped.gov.ph>, Johnnyline Jagdon <johnnyline.jagdon@deped.gov.ph>, Region VIII Eastern Visayas <region8@deped.gov.ph>, Jim Albert Lagado <jimalbert.lagado@deped.gov.ph>, DepEd RO-IX ZamPen <region9@deped.gov.ph>, "Antonio Llagas, Jr." <antonio.llagas@deped.gov.ph>, Department of Education Region 10 <region10@deped.gov.ph>, Elson Jamero <elson.jamero@deped.gov.ph>, DepEd RO XI <region11@deped.gov.ph>, Ricardo Guinto <ricardo.guinto@deped.gov.ph>, DepEd XII Soccsksargen <region12@deped.gov.ph>, ALDWIN OPRE <aldwin.opre@deped.gov.ph>, DepEd Region XIII CARAGA <caraga@deped.gov.ph>, Marcelino Ahon <marcelino.ahon@deped.gov.ph>, DepEd Cordillera Administrative Region <car@deped.gov.ph>, Jumar Yago-an <jumar.yagoan@deped.gov.ph>, Gerrie Padilla <gerrie.padilla@deped.gov.ph>, DepEd RO NCR <ncr@deped.gov.ph>, Archie Macarambon <aratoc.macarambon@deped.gov.ph>, armm@deped.gov.ph
Cc: "encarnacion.escuadro" <encarnacion.escuadro@deped.gov.ph>, JOSEPH NATHANIEL SANTIAGO <joseph.santiago003@deped.gov.ph>, hubert.cordial@deped.gov.ph, winifredo.valdez@deped.gov.ph, ma.pelobello@deped.gov.ph, sylvia.borja@deped.gov.ph, ma.zapata003@deped.gov.ph, support.pnpki@deped.gov.ph, michelle.cruz015@deped.gov.ph, mark.picones@deped.gov.ph, nina.bernas@deped.gov.ph

Good day,

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

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:

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- 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 IT Officers** are hereby designated as the **Regional PNPKI Focal Persons**, while **Division IT Officers** shall be the **Division PNPKI Team Lead**, 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.

Furthermore, kindly see attached **Notice of Meeting** for tomorrow from **9:30AM to 12:00 NN**. Invitees are requested to be in the meeting room **at least 10 minutes before the meeting proper** via **MS Teams** in this link: <https://bit.ly/DepEdPNPKI>.

Also, please accomplish this form on or before the said meeting: <https://bit.ly/FormPNPKI>.

Your presence in this event is highly needed despite the short notice.

For any questions and concerns, you may contact Ms. Niña Rica Bernas, Technical Assistant II thru email or chat (via MS Teams) or email at support.pnpki@deped.gov.ph

Thank you.

Can we ask for your support by participating in our two-minute survey?

In compliance with the Data Privacy Act of 2021 and DepEd's data privacy policies, your answer will remain anonymous and will be used by ICTS - USD to improve our services.

I'D LIKE TO ANSWER THE SURVEY

Thank you in advance for sharing with us your experience with Helpdesk by answering the Helpdesk Support Feedback Form.

Best regards,

User Support Division, ICT Service
Department of Education
Rooms B-204-205, 2nd Floor, Bonifacio Building, DepEd Complex, Meralco Ave., Pasig City


Landline: +63 2 8633 7264


LIS/EBEIS Helpdesk: +63 2 8636 4878, +63 2 8633 2658

EHRIS Helpdesk: +63 2 8635 7369

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2 attachments

 **OUA-Memo_0721129_Application of Field Offices and School Personnel for PNPKI Digital Signature.pdf**
295K

 **Notice-of-Meeting-LMS_PNPKI.pdf**
639K