



Republic of the Philippines  
**Department of Education**  
REGION IV-A  
SCHOOLS DIVISION OF QUEZON PROVINCE



05 October 2021

**DIVISION MEMORANDUM**

DM No. 746, s. 2021

**PHILIPPINE NATIONAL PUBLIC KEY INFRASTRUCTURE (PNPKI)  
UPDATES FOR CENTRAL AND FIELD OFFICES**

**To:** OIC – Assistant Schools Division Superintendent  
Chief Education Supervisors – SGOD & CID  
Section Heads  
Public Schools District Supervisors  
Education Program Supervisors and Specialists  
Elementary and Secondary School Heads  
Division and District/School Elementary and Secondary Administrative Officers  
District/School Elementary and Secondary ICT Coordinators  
Teaching and Non-Teaching Personnel  
All Others Concerned

1. Relative to OUA Memo. No. 00-0921-0303, the Division ICT Unit in collaboration with following: Public Schools District Supervisors, Division Admin Section, Division Personnel Section, School Heads District/School ICT Coordinator and District/School Administrative Officers completes the processing of the Philippine National Public Key Infrastructure for personnel who will serve on 2022 National and Local Elections (NLE) last September 27, 2021.
2. In line, the Division Personnel and School Personnel who will **NOT SERVE** in in the 2022 NLE are **still encouraged** to submit the applications through DepEd Learning Management System (DLMS) and the deadline is on or before October 27, 2021. Take note that the **Certificate of Completion** generated in DLMS is **NOT** the PNPKI Digital Certificate itself. Rather, it is an indication on successful submission of the application and that all information, signatures, pictures are in order. For security purposes, the PNPKI will send a message

DEPEDQUEZON-TM-SDS-04-009-003



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Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon  
Trunkline #: (042) 784-0366, (042) 784-0164, (042) 784-0391, (042) 784-0321  
Email Address: quezon@deped.gov.ph  
Website: www.depedquezon.com.ph



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directly to the email address given in the application form, which will include instructions on how to activate the PNPKI Digital Certificate. Attached here is the Enclosure A for the Schedule of Activities.

3. For more information and further queries on this matter, kindly contact Mr. Wilbert B. Porteza, PNPKI Team Leader thru mobile phone: 09237470556 or email at [sdo.quezon.ict@deped.gov.ph](mailto:sdo.quezon.ict@deped.gov.ph).
4. Immediate dissemination of this Memorandum is earnestly desired.

**ELIAS A. ALICAYA, JR. EdD**  
Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

ictwbp/10/05/2021

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Enclosure A : Schedule of Activities of PNPKI Digital Certificates for personnel not serving in election

**DATE      ACTIVITIES**

- Oct. 5 – Start of PNPKI Application for Personnel who will not serve in election
- Oct. 8 – List of District Consolidated PNPKI Applicants can claim to District ICT Coordinator
- Oct. 12 – Deadline of PNPKI Application of Division Offices and School Personnel who will not serve on 2022 Elections
- Oct. 13 – 21 PNPKI Application and Approval by assigned Division/District Administrative Officer
- Oct. 22 – 26 District Consolidation Report of Approved PNPKI Digital Signature through District/School Administrative Officers
- Oct. 27 – Division Consolidation Report of Approved PNPKI Digital Signature through Division AO
- Oct. 29 – Submission of Division PNPKI Consolidation Report to DICT, Central and Regional Office.

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Tanggapan ng Pangalawang Kalihim

**OUA MEMO 00-0921-0303**

**MEMORANDUM**

27 September 2021

**For: Undersecretaries and Assistant Secretaries  
Bureau and Service Directors  
Regional Directors and BARMM Education Minister  
All Regional PNPKI Focal Persons and Members**

**Subject: PNPKI UPDATES FOR CENTRAL AND FIELD OFFICES**

The Department of Education (DepEd), in partnership with the Department of Information and Communications Technology (DICT) and the Commission on Elections (COMELEC), strives to complete the processing of Philippine National Public Key Infrastructure (PNPKI) Digital Certificates for all its personnel who are willing to serve in the 2022 National and Local Elections (NLE).

On 27 September 2021, the DICT provided an update on the status of received applications nationwide. Please refer to the following details:

<b>PNPKI Cluster Offices</b>	<b>No. of Received Applications</b>
Central Office	193
Luzon Cluster 1 (Regions II and CAR)	10,136
Luzon Cluster 2 (Region III and CALABARZON)	8,444
Luzon Cluster 3 (MIMAROPA and Region V)	187
Visayas Cluster 1 (Region VI)	25,452
Visayas Cluster 2 (Regions VII and VIII)	2,163
Mindanao Cluster 1 (Regions IX and BARMM; except Maguindanao and Lanao del Sur)	1
Mindanao Cluster 2 (Regions X and XIII)	0
Mindanao Cluster 3 (Regions XI, XII, Maguindanao, and Lanao del Sur)	2
<b>Total</b>	<b>46,578</b>

**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 @depedtago



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This Memorandum reiterates that the prioritization of applicants who will serve in the 2022 NLE is in line with the deadline set by COMELEC as specified in OUA Memorandum No. 00-0921-0049, along with OUA Memoranda Nos. 00-0821-0254 and 00-0921-0067. With this, Schools Division Office (SDO) PNPKI Focal Persons and Members **must expedite** the validation and certification processes at their level, and submit the same to their Regional PNPKI team **not later than 29 September 2021**.

PNPKI Regional Focal Persons **must also expedite** the processing of **received/on hand** certified applications from SDOs and send those to the DICT Cluster Offices through proper channels **immediately**. Also, succeeding submissions from SDOs must be forwarded to the DICT **not later than 30 September 2021 at 11:59 p.m.**

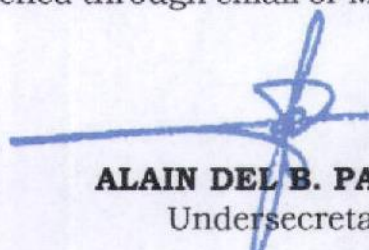
In addition, all DepEd Regional PNPKI teams **must submit every other day** the number of submitted applications to the PNPKI cluster offices and to [icts.usd@deped.gov.ph](mailto:icts.usd@deped.gov.ph). This is for the monitoring of progress in their respective areas and cross-checking with the DICT.

DepEd personnel who will not serve in the 2022 NLE are **still encouraged** to submit their applications through the DepEd Learning Management System (DLMS) **on or before 31 October 2021 at 11:59 p.m.** The benefit of the current arrangement between DepEd and DICT is that the following requirements have been waived: (1) submission of identification cards and legal documents such as Marriage or Birth Certificates; and (2) setting appointments for virtual face-to-face validation.

Kindly note that the **Certificate of Completion** generated in the DLMS is **NOT the PNPKI Digital Certificate itself**. Rather, it is an indication of successful submission of the application and that all information, signatures, and pictures are in order. For security purposes, the PNPKI will send a message directly to the email address in the application form, which will include instructions on how to activate the PNPKI Digital Certificate.

For questions and concerns, kindly contact Ms. Niña Rica Bernas (PNPKI) at [support.pnpki@deped.gov.ph](mailto:support.pnpki@deped.gov.ph) and Mr. Winifredo Valdez (DLMS) at [support.usdlms@deped.gov.ph](mailto:support.usdlms@deped.gov.ph). Both personnel may be reached through email or Microsoft Teams.

For immediate compliance.

  
**ALAIN DEL B. PASCUA**  
Undersecretary



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