



Republika ng Pilipinas
Kagawaran ng Edukasyon
Tanggapan ng Pangalawang Kalihim

OUA MEMO 00-0921-0049
MEMORANDUM
01 September 2021

For: **Regional Directors and BARMM Education Minister
All Regional PNPKI Focal Persons and Members**

Subject: **IMPORTANT REMINDERS IN PROCESSING
PNPKI DIGITAL CERTIFICATES**

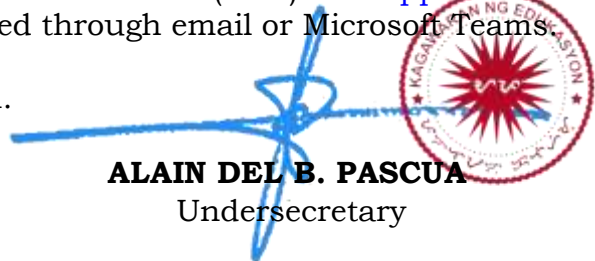
Based on the Office of the Undersecretary for Administration (OUA) Memorandum No. 00-0821-0254 titled *Extension of the Registration of PNPKI Digital Certificates through the LMS for Field Offices*, all validated applications and list of certified personnel must be submitted to their respective DICT – PNPKI clusters for processing by **24 September 2021**.

In this regard, the OUA requests **all Regional PNPKI Focal Persons and Team Members** to facilitate the orderly processing of applications by following the procedures below:

1. As requested by the DICT, Regions and Divisions will submit the applications in two (2) piles:
 - a. **Pile No. 1** will include those willing to serve in the 2022 National and Local Elections.
 - b. **Pile No. 2** will only include PNPKI Digital Certificate applicants.
2. All PNPKI applications must contain correct information and be **“certified true and correct”** on Excel Encoding Forms.
3. The applicants’ DepEd email addresses must be reflected on their applications.

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

For immediate and appropriate action.


ALAIN DEL B. PASCUA
Undersecretary



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