



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**  
Digos City

**OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

16 August 2021

**DIVISION MEMORANDUM**  
No. 483, s. 2021

**DETAIL ORDER**

To: **RUBEN EVARRETTA** – Administrative Officer II  
**DANICA L. ACEDILLA** – Administrative Officer II

1. In preparation for the upcoming 2022 National and Local Elections, the Department of Education (DepEd) is facilitating the bulk applications of its employees to obtain their Philippine National Public Key Infrastructure (PNPKI) Digital Signature Certification in order to be eligible to serve the elections.
2. In relation to this, the Division of Digos City conducted a Training Course on PNPKI from August 10 to 12, 2021 attended by the Teaching and Non-teaching personnel. Discussed during the course was how to accomplish the PNPKI application form and how to answer the questionnaire provided which shall be submitted to the PNPKI Team for review and validation.
3. In view thereof, you are hereby directed to report to IT Officer Stephen R. Pascual, upon receipt of this Detail Order to augment the workforce of the PNPKI Team in reviewing and validating the submitted application forms and answered questionnaires from interested Teaching and Non-Teaching personnel who will serve the 2022 National and Local Elections. The deadline of this Schools Division Office to submit these documents to the DepEd Region XI Office, Davao City will be on August 24, 2021.
4. For your information and strict compliance.

**CRISTY C. EPE**  
Schools Division Superintendent

