



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF PAMPANGA

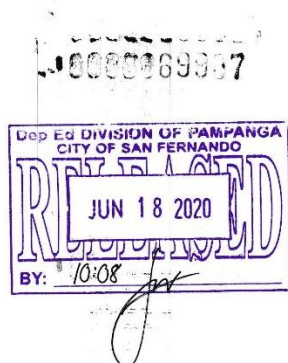
June 18, 2020

DIVISION MEMORANDUM
NO. **181**, s. 2020

**USE OF ELECTRONIC SIGNATURE (E-SIG) OF SCHOOLS DIVISION
SUPERINTENDENT**

TO: Assistant Schools Division Superintendents
Chiefs of Functional Divisions
Division Unit Heads
Public Elementary and Secondary School Heads
All others concerned

1. To ensure efficient service continuity amidst the Covid-19 pandemic, this Office shall allow the use of the electronic signature (e-sig) of the Schools Division Superintendent as a substitute to the handwritten (wet) signature for the Certificates of Completion of Elementary and Junior High School Learners for School Year 2019-2020.
2. The use of e-sig is limited only to the issuance of certificates of completion for elementary and junior high school learners for SY 2019-2020. Unique codes have been assigned per school to avoid misuse and abuse on the usage of the e-sig. Electronic and hard copies of certificates of completion shall bear the assigned unique code placed at the lower left corner of the certificate using Arial font, Italicized, and Size "10".
3. Elementary and Secondary Schools may access their assigned code using their official DepEd email accounts at <https://tinyurl.com/pampangaE-SIG>
4. Furthermore, any unauthorized or unlawful use of the e-sig shall be dealt with accordingly.
5. For information, guidance, and strict compliance.




ZENIA G. MOSTOLES EdD, CESO V
Schools Division Superintendent

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