



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGION II

May 27, 2024

DR. ALFREDO GUMARU JR.
Schools Division Superintendent
Schools Division of Batanes
San Antonio, Basco, Batanes

Dear Sir:

In line with the Department's thrust and initiative towards digital transformation, please be informed that the Department of Budget and Management Regional Office No. 2 (DBM RO2) is now accepting digitally signed requests and supporting documents, subject to the following conditions:

1. That the signed electronic document is in Portable Document Format (PDF) sent from the official government domain email (e.g. name@agency.gov.ph) of the requesting agency. Emailed photocopy or scanned copy of the print-out shall not be considered.

To ensure verifiability, authenticity, integrity and non-repudiation of the submitted documents, may we kindly request you to provide your official email using this link: <https://forms.office.com/r/c5KyP4Aith>.

2. That the digital signature used to sign the document is a DICT certified (PNKI)¹, and is valid, unexpired and unrevoked at the time of signing, the details of which is in a human-readable form, as shown in the example below:


Digitally signed
by Juan DelaCruz
Date: 2020.05.21
19:37:33 +08'00'

The requesting agency shall inform the DBM RO2 in case the digital certificate of its authorized official/employees is revoked, expired (without renewal) or compromised.

3. The submission of physical copy of said request is no longer required.

Notwithstanding the above, the requesting agency is, however, not prohibited in submitting physical or paper documents, or when the manual submission of documents is required e.g. Request Needing Issuance of Special Allotment Release Orders and Authority to Purchase Motor Vehicle.

Accordingly, all digitally signed documents shall be sent electronically through the official email of the regional office at dbm_ro2@dbm.gov.ph.

Very truly yours,


CHERRY W. BRAVO
Acting Director IV

CC: Secondary Implementing Unit

¹ Philippine National Public Key Infrastructure