



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

04 September 2024

Regional Memorandum
No. 612 s.2024

**CALL FOR NOMINATIONS: DEVELOPMENT ACADEMY OF THE
PHILIPPINES – PUBLIC MANAGEMENT AND DEVELOPMENT
PROGRAM MIDDLE MANAGERS CLASS BATCH 35
AND SENIOR EXECUTIVES CLASS BATCH 14**

To **Schools Division Superintendents**
Regional Office Chiefs

1. With reference to DM-OUHROD-2024-1646 from DepEd Central Office, Office of the Undersecretary for Human Resource and Organizational Development, the Development Academy of the Philippines (DAP) opens the call for nominations for **Public Management and Development Program Middle Managers Class Batch 35 and Senior Executives Class Batch 14**.
2. The Development Academy of the Philippines – Middle Managers Class (MMC) is a 12-month scholarship program for incumbents of permanent positions with SG 18-24. This aims to transform promising OIC division chiefs, high-potential specialists, and division chiefs into development-oriented, peak performing, dedicated, and honest leaders preparatory for a Senior Executive and Middle Manager post.
3. The Development Academy of the Philippines – Senior Executives Class (SEC) is a 55-day scholarship program for incumbents of positions with SG 25 and up. This equips incumbent directors and their counterparts with advanced tools to steer organizations toward productivity, agility, and future readiness in support of the country's development goals.
4. Each Schools Division Office is encouraged to submit a maximum of 2 qualified nominees with approved applications and forms on or before November 5, 2024 for MMC and December 5, 2024 for SEC. Copy furnish the submissions to BHROD-HRDD via email through bhrod.hrdd@deped.gov.ph and RO-HRDD via email hrd.calabarzon@deped.gov.ph.




Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
22 93 0085

5. For further details regarding the qualifications, downloadable forms/templates, submission links, opening of classes, and conferred title upon completion, please refer to the attached DM-OUHROD-2024-1646 issued last August 22, 2024.
6. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

06/ROH9/ROH1



ORD-UM01-2024-770

Republika ng Pilipinas

Department of Education**OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT****MEMORANDUM****DM-OUHROD-2024-1646**

**FOR : UNDERSECRETARIES
ASSISTANT SECRETARIES
BUREAU AND SERVICE DIRECTORS
REGIONAL DIRECTORS
: SCHOOL DIVISION SUPERINTENDENTS
HEAD/ CHIEF OF DIVISION AND UNIT
OTHER CONCERNED PERSONNEL**

FROM : WILFREDO E. CABRAL
*Regional Director
Officer-in-Charge, Office of the Undersecretary
Human Resource and Organizational Development*

**SUBJECT : Submission of Nominees for the Development Academy of the
Philippines - Public Management and Development Program
Middle Managers Class Batch 35 and Senior Executive Class
Batch 14**

DATE : August 22, 2024

The Development Academy of the Philippines (DAP) has opened the nominations for its Public Management Development Program for Middle Managers Class Batch 35 and Senior Executive Class Batch 14 which will both commence in the first quarter of 2025.

The Middle Managers Class (MMC) is designed to transform promising OIC division chiefs, high-potential specialists, and division chiefs, into development-oriented, peak performing, dedicated and honest leaders preparatory for a Senior Executive and Middle Manager post and willing to take classes for a period of 12 months.

On the other hand, the Senior Executive Class is designed for incumbents of positions with Salary Grade 25 and up, or OICs of such positions for at least a year, aged 55 years and below and willing to take classes for a period of 55 days spread across 10 months.



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

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Effectivity	03.23.23	Page	1 of 4



For both programs, scholars shall undergo flexible learning mode of training and work on their respective Capstone Plan/Project that will impact the delivery of DepEd's critical services. Successful applicants shall receive full government scholarships. The MMC and SEC scholars who satisfy all the academic requirements of the program will be conferred with a Master's degree in Development Management and Diploma in Development Management, respectively.

The qualifications and other pertinent details about the MMC and SEC are as follows:

MIDDLE MANAGERS CLASS (MMC)	SENIOR EXECUTIVE CLASS (SEC)
Qualifications	
<ul style="list-style-type: none"> a. Incumbent of a permanent position with SG 18-24, designated as at least Section or Division Chief, or incumbent Officer-in-Charge for at least one year b. 50 years old and below at the time of the PMDP- MMC conduct c. possessing at least a Bachelor's Degree d. Duly nominated by the head of office (with forms approved by the Regional Directors for Regional Offices (RO) and School Division Offices (SDO), and at least Bureau/ Service Director for Central Office) e. attained very satisfactory (VS) or outstanding performance rating for the past two years f. without pending administrative and/or criminal case g. did not go on habitual leave (max of 2 months/year), excluding maternity leave h. willing to render at least a year of service after completing the program through a service contract i. possesses managerial and leadership potential j. with good character and commitment to public service k. possessing intellectual and creative capacities 	<ul style="list-style-type: none"> a. must be in government service for at least two (2) years b. Occupying executive positions (including OICs) for at least (one) 1 year c. 55 years old and below at the time of the PMDP-SEC d. High performing and high potential (HPHP) employees with Salary Grade 25 or higher e. Without pending administrative and/or criminal case f. Attained Very Satisfactory or Outstanding performance rating for the past two years g. Must not have any ongoing or pending completion of post-graduate studies at the time of the application h. Did not go on habitual leave (max of 2 months/year) i. Must be in good health (no debilitating, chronic illnesses or serious health condition) j. Willing to render time of fifty (50) days spread across 10 months to complete the program. k. Willing to sign a Tripartite Memorandum of Agreement with DAP and his/her agency l. Willing to render at least a year of service in his/her agency after completion of the Program through a Service Contract

MIDDLE MANAGERS CLASS (MMC)	SENIOR EXECUTIVE CLASS (SEC)
l. in good health (no debilitating, chronic illnesses or serious health condition) m. with excellent communication skills (both oral and written)	
Downloadable Forms/ Templates	
https://bit.ly/PMDPMMCFORMS	https://bit.ly/PMDPSECFORMS
Submission Links	
https://bit.ly/pmdponlinesubmissionsMMC	https://bit.ly/pmdponlinesubmissionsSEC
Deadline for Submission of Application	
05 November 2024	05 December 2024
Opening of Class	
20 January 2025	17 February 2025
Conferred Title upon completion	
<i>Certificate of Completion of Residential Training</i> – upon completion of all training modules <i>Diploma in Development Management</i> - upon completion of all academic requirements including the acceptance of the Capstone Project Plan <i>Master in Development Management</i> - upon successful implementation of the Capstone Project and the approval of the Final Capstone Project Report	<i>Certificate of Completion of Residential Training</i> – upon completion of all training modules <i>Diploma in Development Management</i> - upon completion of all academic requirements including the acceptance of the Capstone Paper

Each SDO, RO, and Bureau/Service may submit maximum of 2 qualified nominees with applications & forms approved by respective Regional or Bureau/Service Directors (see Annexes) **through the links provided** and must copy furnish the Bureau of Human Resource and Organizational Development – Human Resource Development Division (BHROD-HRDD) via email through bhrod.hrdd@deped.gov.ph following this format on the subject line: *[DAP-PMDP MMC 35/SEC 14]_Surname, First Name of Nominee_Region/Office/Bureau.*

Nominees who have submitted complete forms and requirements shall be processed by DAP Admission Office. The nominees shall undergo the preliminary screening, examination, and interview to be conducted by DAP and only qualified nominees shortlisted by DAP shall be notified by the Department. Successful nominees will be on Official Business during the scholarship and for face-to-face session must file their Travel Authority in accordance with DO No. 1 s. 2023 *Revised Designation of Undersecretaries and Assistant Secretaries to their Strands and Functional Areas of Responsibilities and Revised Signing Authorities*, and shall charge their Travelling Expenses through their respective office Local Funds in accordance with the usual Accounting and Auditing Rules and Regulations.

For queries, please contact Mr. Siljohn Rey Salazar of BHROD-HRDD at (02) 8470-6630 or email at bhrod.hrdd@deped.gov.ph.

For your appropriate action.



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development academy of the philippines
Public Management Development Program

THE NGCESDP INTER-AGENCY STEERING COMMITTEE



BAGONG PILIPINAS

CALL FOR NOMINATIONS



DEADLINE OF APPLICATION: 5 NOVEMBER 2024

MIDDLE MANAGERS CLASS BATCH 35

CLASS OPENS ON 20 JANUARY 2025

QUALIFIED ARE



high-performing, high-potential
Division Chiefs (SG 24), OIC Division
Chiefs, or fast-tracker specialists
(SG 18 - SG 23)



with permanent employment in a
national line or attached agency,
constitutional and legislative office,
government-owned and controlled
corporation, or state university/college



aged 50 years old or below



in good health

The Middle Managers Class (MMC) transforms accepted nominees into peak-performing, development-oriented, and future-ready leaders preparatory to a post in the Philippine Career Executive Service.



6 MONTHS
RESIDENTIAL TRAINING
& 6 MONTHS
CAPSTONE PROJECT



IN-PERSON SESSIONS



FULL GOVERNMENT
SCHOLARSHIP

FOR MORE INFORMATION :



(02) 8631 0921 local 126, 127, 125



+63 969 586 7046



pmdp.admissions@dap.edu.ph

SCAN THIS QR CODE TO SUBMIT
YOUR APPLICATION:

LINK: bit.ly/pmdp-online-submissions-MMC





development academy of the philippines

Public Management Development Program

MIDDLE MANAGERS CLASS

QUALIFICATIONS

- High-performing and high-potential Division Chief (SG 24) or those in equivalent positions who are in succession for 3rd level posts; designated OIC-Division Chiefs for at least a year or fast tracker specialists with SG 18 to SG 23.
- **50 years old or below** at the time of class opening
- Good health (no debilitating, chronic illnesses or serious health condition)
- Filipino citizenship
- Bachelor's Degree
- Nomination by the Head of the Agency (*Note: Nominations made by the Regional Directors and other officers vested with the authority to nominate must be endorsed by the Central Office*)
- Permanent employment status in a national line agency or its attached agencies, constitutional offices, legislative and executive offices, and government-owned and controlled corporations, and SUCs
- Two (2) - year government service
- Very Satisfactory or Outstanding performance rating for the **past two years**
- No ongoing post-graduate studies at the time of the application
- No pending administrative and/or criminal case
- No habitual leave (max. of 2 months/year, excluding maternity leave)
- Excellent communication skills (both oral and written)
- Agreement to the PMDP Letter of Conforme once accepted
- Agreement to render at least a year of service in his/her agency after completion of the Program through a Service Contract

ADMISSION REQUIREMENTS

ORIGINAL PHYSICAL AND DIGITAL COPIES	DIGITAL COPIES ONLY
<p>Original physical copies must be submitted to:</p> <p><i>Development Academy of the Philippines Public Management Development Program DAP Building, San Miguel Avenue Ortigas Center, Pasig City, 1600 Attn: Ma. Alyssa Samantha Sison</i></p>	<p>Please upload the documents via: http://bit.ly/pmdponlinesubmissionsMMC</p>
PMDP MMC Form A (Nomination Form)	Certified True Copy of CSC Form 33 (Appointment Paper)
PMDP MMC Form B (Assessment by the Immediate Supervisor)	Certified True Copy of Designation Order (If applicable)
PMDP MMC Form C (Agency Screening Certification)	Copy of IPCR with Adjectival Rating for the past two (2) years (2022 and 2023)
PMDP Form D (Self-Declaration of Medical Illness/es)	Copy of NSO/PSA-issued Birth Certificate
PMDP Form E (Physician's Certification)	Certified True Copy of Organizational Chart (reflecting the applicant's name/position/level in the organization)
Laboratory Results Physical Assessment, Complete Blood Count (CBC), Urinalysis, Fecalalysis, and Chest X-ray (taken within the last 6 months at the time of application)	

ORIGINAL PHYSICAL AND DIGITAL COPIES	DIGITAL COPIES ONLY
CSC Form 212 (Updated Personal Data Sheet)	
Certificate of No Pending Administrative/Criminal - Case (Original Signed Copy)	
Certified True Copy of Transcript of Records (TOR from last school attended)	
Nominee Certification Form	
PMDP Letter of Conformance (To be submitted once accepted into the Program only)	

The PMDP Forms can be downloaded from: <https://bit.ly/PMDPMMCFORMS>

All admission documents must be submitted on or before 5 November 2024.

Per Program policy, the fees incurred in processing your nominees' application shall be reimbursed to DAP-PMDP in case they decide not to pursue the Program after undergoing the admission process or if the shortlisted nominees withdraw their participation before the class opening date.

FOR MORE INFORMATION



(02) 8631-2128
(02) 8631-0921 local 125, 126, 127



0969-5867046



pmdp.admissions@dap.edu.ph



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Public Management Development Program



development academy of the philippines
Public Management Development Program

THE NCCESDP INTER-AGENCY STEERING COMMITTEE



BAGONG PILIPINAS

CALL FOR NOMINATIONS



DEADLINE OF APPLICATION: 5 DECEMBER 2024

SENIOR EXECUTIVES CLASS BATCH 14

CLASS OPENS ON 17 FEBRUARY 2025

QUALIFIED ARE



in a permanent directorship position



from a national line or attached agency, constitutional and legislative office, government-owned and controlled corporation, or state university/college



aged 55 years old or below



in good health

The Senior Executives Class (SEC) equips incumbent directors and their counterparts with advanced tools to steer organizations toward productivity, agility, and future readiness in support of the country's development goals.



55 DAYS
SPREAD ACROSS
10 MONTHS



IN-PERSON SESSIONS



FULL GOVERNMENT
SCHOLARSHIP

FOR MORE INFORMATION:



(02) 8631 0921 local 126, 127, 125



+63 989 566 7046



pmdp.admissions@dap.edu.ph

SCAN THIS QR CODE TO SUBMIT
YOUR APPLICATION:

LINK: bit.ly/pmdponlinesubmissionsSEC





SENIOR EXECUTIVES CLASS

QUALIFICATIONS

- Directors (SG 25 and above) or those in equivalent positions. Designated OIC-Directors for at least a year are also eligible for nomination.
- **55 years old or below** at the time of class opening
- Good health (no debilitating, chronic illnesses or serious health condition)
- Filipino citizenship
- Bachelor's Degree
- Nomination by the Head of the Agency (*Note: Nominations made by the Regional Directors and other officers vested with the authority to nominate must be endorsed by the Central Office*)
- Permanent employment status in a national line agency or its attached agencies, constitutional offices, legislative and executive offices, and government-owned and controlled corporations, and SUCs
- Two (2) - year government service
- Very Satisfactory or Outstanding performance rating for the **past two years**
- No ongoing post-graduate studies at the time of the application
- No pending administrative and/or criminal case
- No habitual leave (max. of 2 months/year, excluding maternity leave)
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PMDP Form E (Physician's Certification)	Certified True Copy of Organizational Chart (reflecting the applicant's name/position/level in the organization)
Laboratory Results Physical Assessment, Complete Blood Count (CBC), Urinalysis, Fecalalysis, and Chest X-ray (taken within the last 6 months at the time of application)	Certified True Copy of Official (Red) Passport

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Public Management Development Program