



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division Superintendent**

04 OCT 2023

DIVISION MEMORANDUM

No. **417**, s. 2023

**CALL FOR NOMINATIONS TO THE PUBLIC MANAGEMENT DEVELOPMENT PROGRAM's MIDDLE MANAGERS CLASS (PMDP-MMC) BATCH 33 AND SENIOR EXECUTIVES CLASS (SEC) BATCH 13 OF THE DEVELOPMENT ACADEMY OF THE PHILIPPINES (DAP)**

To: Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Education Program Supervisors/Division Coordinators  
Public Schools District Supervisors/ District In-Charge  
Elementary & Secondary School Heads  
All Others Concerned

1. Attached is Regional Memorandum No. 0708, titled **Call for Nominations to the Public Management Development Programs Middle Managers Class (PMDP-MMC) Batch 33 and Senior Executives Class (SEC) Batch 13 of the Development Academy of the Philippines (DAP)**, contents of which are self-explanatory.
2. In adherence with the Civil Service Commission's mandate on **Equal Opportunity Principle**, all interested personnel may inquire or may contact the Human Resource Development Section (HRDS) through (035) 225-6180.
3. Deadline for submission of application will be on November 24, 2023.
4. For details, please see attached memorandum.
5. For the information and guidance of all concerned.

  
**NERI C. OQUASTRO EdD, CESE**  
Schools Division Superintendent

10/21/23

NCO/JMA/MKP-NLR/SGOD/RB/jmsm  
October 3, 2023



Kagawasan Avenue, Capitol Area, Daro, Dumaguete City, Negros Oriental  
(035) 225-2838 / 225-2376 / 422-7644  
negros.oriental@deped.gov.ph

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Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

29 SEP 2023

**REGIONAL MEMORANDUM**

No. **1708**, s. 2023

**CALL FOR NOMINATIONS TO THE PUBLIC MANAGEMENT DEVELOPMENT PROGRAM'S MIDDLE MANAGERS CLASS (PMDP-MMC) BATCH 33 AND SENIOR EXECUTIVES CLASS (SEC) BATCH 13 OF THE DEVELOPMENT ACADEMY OF THE PHILIPPINES (DAP)**

To: Schools Division Superintendents  
Assistant Schools Division Superintendents  
All Others Concerned

1. Attached is a communication from Atty. Engelbert C. Caronan, Jr., MNSA, President and CEO, Development Academy of the Philippines (DAP) dated September 8, 2023, announcing the submission of nominations for the Middle Managers Class (MMC) Batch 33 and Senior Executives Class (SEC) Batch 13, contents of which are self-explanatory, for the information and guidance of all concerned.
2. The Division Scholarship Focal Persons are requested to submit nominee/s with scanned copies of the required documents on or before **November 10, 2023** through this link; <https://bit.ly/3z22za3>, for approval of this Office and proper endorsement to the Development Academy of the Philippines (DAP).
3. The PMDP Forms can be downloaded from: <https://bit.ly/PMDPMMCFORMS>.
4. For queries and clarifications, you may contact Dr. Rosa H. Cabotaje, Scholarship Focal Person through this email address, [rosa.cabotaje@deped.gov.ph](mailto:rosa.cabotaje@deped.gov.ph).
5. Immediate dissemination of this Memorandum is desired.

  
**SALUSTIANO T. JIMENEZ JD, EdD, CESO V**  
Director IV  
Regional Director 

STJ/FYA/HRDD/NEAP-RO7/MGB/RHC



Doña M. Gaisano St., Sudlon, Lahug, Cebu City  
Telephone Number: 639457623193 local 700

 DepEd Tayo Region VII

 [region7.deped.gov.ph](http://region7.deped.gov.ph)



# development academy of the philippines

The National Productivity Organization

September 08, 2023

**DR. SALUSTIANO T. JIMENEZ**  
Regional Director  
Department of Education - Region VII  
Sudlon, Lahug, Cebu City

SEP 10 2023

9

2:12 PM

Dear **Regional Director Jimenez:**

Greetings from the Development Academy of the Philippines (DAP)!

The Public Management Development Program, by law the National Government's Career Executive Service Development Program (NGCESDP) continues the search for high-performing and high-potential government personnel to formally train for the Career Executive Service, in support of the Philippine Development Plan 2023-2028. We now call for nominations to two classes opening early 2024:

Classes	Opening Date	Deadline of Nominations
Middle Managers Class (MMC) Batch 33	January 11, 2024	November 17, 2023
Senior Executives Class (SEC) Batch 13	February 19, 2024	December 1, 2023

The MMC is for Division Chiefs (SG 24) or those in equivalent positions, 50 years old and below while the SEC is for incumbents of directorship positions (SG 25 up) 55 years and below. Designated OIC-Division Chiefs and OIC Directors for at least a year are also eligible for nomination. For the MMC, the Program can also accept fast tracker specialists (SG 18-23). For both classes, nominees must be in good health. More details on the qualifications and admission requirements are in the attached.

The PMDP training is held in-person in our conference center in Tagaytay City. The MMC is 12-months in duration with 6 months in residency while the SEC is for 50 days spread over 10 months. DAP offers a Master in Development Management and a Diploma in Development Management for completion of the two classes, respectively.

As set by the NGCESDP Steering Committee, PMDP's oversight body, accepted nominees should be relieved of their official duties and be considered on study leave while on training as PMDP is a special scholarship of the national government.

For inquiries, feel free to contact Ms. Desirae Grace D. Distajo, PMDP Project Manager for Recruitment at 0969-586-7046 or via email at [pmdp.admissions@dap.edu.ph](mailto:pmdp.admissions@dap.edu.ph).

Thank you and we look forward to receiving the nominations from your agency!

Very truly yours,

  
**ATTY. ENGELBERT C. CARONAN, JR., MNSA**  
President and CEO

Attachments:

- Call for Nominations (MMC and SEC)
- List of admission requirements and qualifications (MMC and SEC)

**DAP MAIN OFFICE**  
DAP Bldg., San Miguel Avenue, Pasig City 1600  
PO Box 12788, Ortigas Center, Pasig City 1900  
Tel.: (632) 631 0921 to 30 | Fax: (632) 631 2123  
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E-mail: [academy@dap.edu.ph](mailto:academy@dap.edu.ph)



# 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**

REQUIREMENTS	TO BE ACCOMPLISHED BY:	TO BE SUBMITTED IN:
<b>PMDP MMC Form A</b> (Nomination Form)	Head of the Agency	<b>Original physical and digital copies</b>
<b>PMDP MMC Form B</b> (Assessment by the Immediate Supervisor)	Immediate Supervisor of the Nominee	<b>Original physical copies must be submitted to:</b> Development Academy of the Philippines Public Management Development Program DAP Building, San Miguel Avenue Ortigas Center, Pasig City, 1600 Attn: Angelica D. Ranas
<b>PMDP MMC Form C</b> (Agency Screening Certification)	HR / Scholarship Personnel / Administrative Officer	
<b>PMDP Form D</b> (Self-Declaration of Medical Illness/es)	Nominee	
<b>PMDP Form E</b> (Physician's Certification)	Physician from a Government or Private Hospital or the Nominee's Agency Clinic/Hospital	
<b>Laboratory Results</b> (Physical Assessment, Complete Blood Count (CBC), Urinalysis, Fecalalysis, and Chest X-ray (within the last 6 months at the time of application))		
<b>CSC Form 212</b> Updated Personal Data Sheet	Nominee	
<b>Certificate of No Pending Administrative/Criminal Case</b> (Original Signed Copy)	HR Officer / Legal	
<b>Certified True Copy of Transcript of Records</b> (TOR from last school attended)	Nominee	
<b>Nominee Certification Form</b>	Nominee	
<b>PMDP Letter of Conformance</b> (To be submitted once accepted into the Program only)	Nominee and the Head of the Agency / Nominating Officer	

**Please upload the documents via:**  
<http://bit.ly/pmdponlinesubmissionsMMC>

REQUIREMENTS	TO BE ACCOMPLISHED BY	TO BE SUBMITTED IN:
<b>Certified True Copy of CSC Form 33 (Appointment Paper)</b>	Nominee / HR Officer	<b>Digital Copies Only</b>  <b>Please upload the documents via:</b> <a href="http://bit.ly/pmdponlinesubmissionsMMC">http://bit.ly/pmdponlinesubmissionsMMC</a>
<b>Certified True Copy of Designation Order (If applicable)</b>	Nominee	
<b>Copy of IPCR with Adjectival Rating for the past two (2) years (2022 and 2023)</b>	<ul style="list-style-type: none"> <li>• HR Officer</li> </ul> <i>Note: In case of unavailability, a certification from the HR must be submitted</i>	
<b>Copy of NSO/PSA-issued Birth Certificate</b>	Nominee	
<b>Certified True Copy of Organizational Chart (reflecting the applicant's name/position/level)</b>	Nominee / HR Officer	

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

**FOR MORE INFORMATION**



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



0969-5867046



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Public Management Development Program



THE NGCSDP INTER-AGENCY STEERING COMMITTEE



# CALL FOR NOMINATIONS



## SENIOR EXECUTIVES CLASS BATCH 13

### 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 universities and colleges



aged 55 years old or below

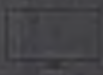


in good health

The Senior Executives Class (SEC) widens the perspectives of the high-level officials and arms them with cutting edge tools to lead agile, digital, ethical and future-ready organizations towards a radiant future.



50 DAYS  
SPREAD ACROSS  
10 MONTHS



IN-PERSON  
SESSIONS



FULL GOVERNMENT  
SCHOLARSHIP

#### FOR MORE INFORMATION



(02) 8631-2128  
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Public Management Development Program

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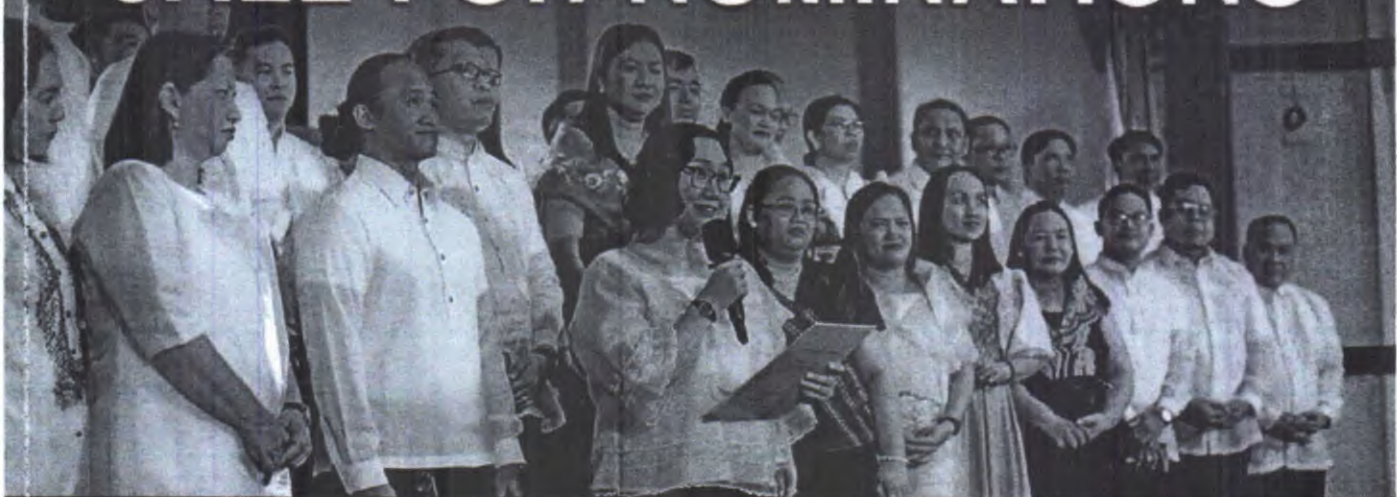




THE NGCESOP INTER-AGENCY STEERING COMMITTEE



# CALL FOR NOMINATIONS



## MIDDLE MANAGERS CLASS BATCH 33

### 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 universities and colleges



aged 50 years old or below



in good health

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



12 MONTHS



IN-PERSON AND ONLINE SESSIONS



FULL GOVERNMENT SCHOLARSHIP

#### FOR MORE INFORMATION



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(02) 86310921 local 125, 126, 127



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Public Management Development Program

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