



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

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

SGOD-2022- 023

To: : Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Public School Heads
Education Program Specialists

Subject : **NOMINATIONS FOR 2023 MIDDLE MANAGERS CLASS (MMC) BATCH 31
AND SENIOR EXECUTIVE CLASS (SEC) BATCH 12 OF THE
DEVELOPMENT ACADEMY PHILIPPINES**

Date : September 20, 2022

This is in reference to Regional Memorandum HRDD-2022-076 dated September 16, 2022 signed by Allan G. Farnazo, Director IV, re: Nominations for the 2023 Middle managers Class (MMC) Batch 31 and Senior Executive Class (SEC) Batch 12 of the Development Academy Philippines.

Below is the timeline for ready reference:

Classes	Opening Date	Deadline Submission	of	Who may avail
Middle Managers Class (MMC) Batch 31	January 16, 2023	November 15, 2022		1. Division Chiefs 2. OIC Division Chiefs for at least 1 year 3. High performing and high potential Specialists with SG 18-23
Senior Executive	February 20, 2023	November 30, 2022		1. Incumbent

Enclosed: As stated
SGOD/rbd



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
(082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375
(082) 553-8396 | (082) 553-8376
www.depeddigoscity.org | digos.city@deped.gov.ph

Class (SEC) Batch 12		Directorship Positions with SG 25 and up
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For inquiries you may contact the Program Manager, Ms. Reina Carmelita F. Young at 0956-384-9434 and Mr. Jhon Robert N. Javier at 0969-586-7046 or via email at pmdp.admissions@dap.edu.ph.

All other details of the said activity are found in the enclosures.

For the dissemination and information.

For and in the absence of the Schools Division Superintendent:

BASILIO P. MANA-AY, JR.
Assistant Schools Division Superintendent
Officer-In-Charge

DepEd Schools Division of Digos City
RECORDS SECTION

RELEASED
22-9/23
DATE: SEP 21 2022 TIME: 1:35 PM
BY: [Signature]

Records

12-4372



Republic of the Philippines
Department of Education
DAVAO REGION

DepEd Schools Division of Digos
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RECEIVED 91231

DATE: 20 SEP 2022 TIME: 8:35
BY:

Office of the Regional Director

REGIONAL MEMORANDUM
HRDD-2022-076

To : Assistant Regional Director
Schools Division Superintendents
Chiefs of: Regional Functional Divisions
Curriculum and Learning Management Division
School Governance Operations Division

Subject: NOMINATIONS FOR THE 2023 MIDDLE MANAGERS CLASS (MMC)
BATCH 31 AND SENIOR EXECUTIVE CLASS (SEC) BATCH 12
OF THE DEVELOPMENT ACADEMY PHILIPPINES

Date : September 16, 2022

The Public Management Development (PMDP) continues to provide opportunities to foster professionalism and promote stability in the bureaucracy of producing a corps development-oriented, competent, dedicated, and honest government senior executives and middle managers.

Corollary to this, the Development Academy of the Philippines is pleased to invite nominations from the Department of Education for the following classes:

Classes	Opening Date	Deadline of Submission
Middle Managers Class (MMC) Batch 31	January 16, 2023	November 15, 2022
Senior Executives (SEC) Batch 12	February 20, 2023	November 30, 2022

The MMC is designated for Division Chiefs (SG 24) or those in equivalent positions who are in succession for 3rd level process posts, aged 50 and below. Designated OIC-Division Chiefs for at least a year are also eligible for nomination. The MMC is also open to high-performing and high-potential specialists with SG 18 to SG 23.

The SEC is for incumbents of directorship positions with Salary Grade 25 and up, or OICs for at least a year, aged 55 years and below. For both classes, nominees must be in good health and must not have any ongoing or pending completion of post-graduate studies at the time of the application.



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147

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Republic of the Philippines
Department of Education
DAVAO REGION

Office of the Regional Director

All the other details and information are found in the enclosures.

- a. Enclosure 1- Basic Communication from DAP President and CEO
- b. Enclosure 2- Advocacy Flyers for MMC and SEC
- c. Enclosure 3- Qualifications and Admission Requirements

For Inquiries, feel free to contact Program Manager Ms. Reina Carmelita F. Young at mobile number 0956-3849434 for SEC, and Mr. Jhonn Robert N. Javier at 0969-5867046 or 0995-9406943 for MMC. Inquiries may also be directed via email at pmdp.admissions@dap.edu.ph.

Wide and immediate dissemination of this Memorandum is earnestly desired.

ALLAN G. PARNAZO
Director IV

Enclosed: As Stated.

ROH1/nrb

DEPARTMENT OF EDUCATION ROXI
RECORDS SECTION

RELEASED

By: 6372
Date: Sept. 19, 2022
Time: 4:40



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147

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development academy of the philippines

The National Productivity Organization

15 September 2022

DR. ALLAN G. FARNAZO

Regional Director
Department of Education - Region XI
F. Torres Street, Davao City

22-6348
16 SEP 2022

2.57

Dear Regional Director Farnazo:

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

The Public Management Development Program (PMDP) continues to provide opportunities to foster professionalism and promote stability in the bureaucracy by producing a corps of development-oriented, competent, dedicated and honest government senior executives and middle managers.

In line with this, we are pleased to invite nominations from your agency for the following classes:

Classes	Opening Date	Deadline of Submission
Middle Managers Class (MMC) Batch 31	January 16, 2023	November 15, 2022
Senior Executives Class (SEC) Batch 12	February 20, 2023	November 30, 2022

The MMC is designed for Division Chiefs (SG 24) or those in equivalent positions who are in succession for 3rd level posts, aged 50 years and below. Designated OIC-Division Chiefs for at least a year are also eligible for nomination. The MMC is also open to high-performing and high-potential specialists with SG 18 to SG 23.

The SEC is for incumbents of directorship positions with Salary Grade 25 and up, or OICs for at least a year, aged 55 years and below. For both classes, nominees must be in good health and must not have any ongoing or pending completion of post-graduate studies at the time of the application.

You will be pleased to know that PMDP has been partially reverted back to its residential design with some modules being held in-person in our conference center in Tagaytay City under a bubble arrangement. Whether virtual or onsite, training is compact and intensive, being conducted only by experts in the various fields of study.

Given the rigor of the Program and per policy set by the National Government's Career Executive Service Development Program (NGCESDP) Steering Committee, scholars should be relieved from their official duties and be considered on study leave for the duration of the six-month training for them to be able to focus and maximize learning from the Program.

Participating agencies are also encouraged to provide scholars with the necessary support such as transportation expenses and internet access e.g. data allowance to ensure uninterrupted participation.

Attached is the list of qualifications and admission requirements which should be submitted via <http://bit.ly/pmdponlinesubmissionsMMC> for MMC and <http://bit.ly/pmdponlinesubmissionsSEC> for SEC. Subsequently, hard copies of the complete admission documents must be sent to DAP Bldg., San Miguel Avenue, Ortigas Center, Pasig City.

For inquiries, feel free to contact Program Manager Ms. Reina Carmelita F. Young at mobile number 0956-3849434 for SEC, and Mr. Jhonn Robert N. Javier at 0969-5867046 or 0995-9406943 for MMC. Inquiries may also be directed via email at 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

DAP MAIN OFFICE
DAP Bldg., San Miguel Avenue, Pasig City 1600
PO Box 12788, Ortigas Center, Pasig City 1600
Tel.: (632) 631 0921 to 30 | Fax: (632) 631 2125
E-mail: academy@dap.edu.ph | <http://www.dap.edu.ph>

DAP CONFERENCE CENTER
Brgy. Sungay, Tagaytay City 2720
Telephone: (048) 483-1291
E-mail: academy@dap.edu.ph

DAP SAMINDAHAW
PO Box 90102, Davao City
Tel.: (082) 232-8062 | Fax: (082) 224-5086
E-mail: academy@dap.edu.ph



PUBLIC MANAGEMENT
DEVELOPMENT
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Senior Executives Class Batch 12

THE NGCESOP INTER-AGENCY COORDINATING COMMITTEE



CLASS OPENING 20 FEBRUARY 2023

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

WE ARE ACCEPTING NOMINATIONS
UNTIL 30 NOVEMBER 2022

IF YOU ARE



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



with Salary Grade 25 or higher

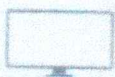


in good health

**Interested applicants from the security sector are encouraged to apply at DAP-GSPDM (Email: gspdm@dap.edu.ph).*



50 DAYS
SPREAD ACROSS 10
MONTHS



**FLEXIBLE LEARNING
MODE**

Online and in-person Sessions



**FULL GOVERNMENT
SCHOLARSHIP**

FOR MORE INFORMATION



(02) 8631-2128 0995-8406543
8631-0921 local 125 0969-5867046



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Public Management Development Program



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THE NGCESDP INTER-AGENCY STEERING COMMITTEE



Middle Managers Class Batch 31

**CLASS OPENING
16 JANUARY 2023**

The Middle Managers Class (MMC) transforms division chiefs, promising section chiefs and high potential specialists into development-oriented, peak-performing and future-ready leaders preparatory to a post in the Philippine Career Executive Service.

**WE ARE ACCEPTING NOMINATIONS
UNTIL 15 NOVEMBER 2022**

IF YOU ARE

SG

a Division Chief (SG 24) or high performing, high potential specialist (SG 18 - SG 23)



aged 50 years old or below



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

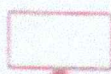


in good health

**Interested applicants from the security sector are encouraged to apply at DAP-CSPDM (Email: gspdm@dap.edu.ph)*



12 MONTHS



**FLEXIBLE
LEARNING MODE**

Online and in-person Sessions



**FULL GOVERNMENT
SCHOLARSHIP**

FOR MORE INFORMATION



(02) 8631-2128 0995-9406943
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Public Management Development Program



MIDDLE MANAGERS CLASS

QUALIFICATIONS

- Incumbents of **SG 18 to SG 24** permanent / regular positions (*designated OIC-Division Chiefs for at least a year are also eligible for nomination*)
- Must be **50 years old or below** at the time of application and class opening
- Filipino citizen
- At least a bachelor's degree holder
- Nominated by the Head of the Agency (*Note: Nominations made by the Regional Directors and other officers vested with the authority to nominate must be certified/confirmed by the Central Office*)
- From a national line agency or its attached agencies, constitutional offices, legislative and executive offices, and government-owned and controlled corporations, and SUCs
- Has Very Satisfactory or Outstanding performance rating for the **past two years**
- Must be in government service for at least two (2) years
- Must not have any ongoing or pending completion of post-graduate studies at the time of the application
- Has no pending administrative and/or criminal case
- Did not go on habitual leave (max of 2 months/year, excluding maternity leave)
- Must be in good health (no debilitating, chronic illnesses or serious health condition)
- Must have excellent communication skills (both oral and written)
- Willing to sign the PMDP Letter of Conforme once accepted
- Willing to render at least a year of service in his/her agency after completion of the Program through a Service Contract

ADMISSION REQUIREMENTS

REQUIREMENTS	DESCRIPTION	TO BE ACCOMPLISHED BY:
Form A	Nomination Form	• Head of the Agency
Form B	Assessment by the Immediate Supervisor	• Immediate Supervisor of the Nominee
Form C	Agency Screening Certification	• HR/Scholarship Personnel / Administrative Officer)

Form D	Declaration of Medical Illness/es	• Nominee
Form E	Physician's Certification	• Physician from a Government or Private Hospital or the Nominee's Agency Clinic/Hospital
Laboratory Results	Physical Assessment, Complete Blood Count (CBC), Urinalysis, Fecalalysis, and Chest X-ray (within the last 6 months at the time of application)	
CSC Form 212	Updated Personal Data Sheet	• Nominee
CSC Form 33	Appointment Paper (Certified True Copy)	• Nominee / HR Officer
Designation Order (if applicable)	Certified True Copy	• Nominee
Certification of IPCR Ratings (with Adjectival Rating) for the past two (2) years (2020 and 2021)	Original Signed Copy	• HR Officer
Certificate of No Pending Administrative/Criminal Case	Original Signed Copy	• HR Officer / Legal
Transcript of Records	Certified True Copy of TOR from last school attended	• Nominee
Birth Certificate	Copy of NSO/PSA-issued Birth Certificate	• Nominee
Organizational Chart (reflecting your name/position/level)	Certified True Copy	• Nominee / HR Officer
Certification Form	Nominee Certification Form	• Nominee
PMDP Letter of Conforme	(To be submitted once accepted into the Program only)	• Nominee and the Head of the Agency / Nominating Officer



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

Submit the e-copies of admission requirements via: <http://bit.ly/pmdponlinesubmissionsMMC>

Hard copies shall be submitted to:

PMDP, DAP Building, San Miguel Avenue
Ortigas Center, Pasig City 1600
Attn: Angelica D. Ranas

FOR MORE INFORMATION



(02) 8531-2125 0995-9406943
8531-0921 local 125 0969-5867046



pmdp.admissions@dap.edu.ph



pmdp.dap.edu.ph



SENIOR EXECUTIVES CLASS

QUALIFICATIONS

- Incumbents of **SG 25 and above** permanent / regular positions (*designated OIC-Division Chiefs for at least a year are also eligible for nomination*)
- Must be **55 years old or below** at the time of application and class opening
- Filipino citizen
- At least a bachelor's degree holder
- Nominated by the Head of the Agency (*Note: Nominations made by the Regional Directors and other officers vested with the authority to nominate must be certified/confirmed by the Central Office*)
- From a national line agency or its attached agencies, constitutional offices, legislative and executive offices, and government-owned and controlled corporations, and SUCs
- Has Very Satisfactory or Outstanding performance rating for the **past two years**
- Must be in government service for at least two (2) years
- Must not have any ongoing or pending completion of post-graduate studies at the time of the application
- Has no pending administrative and/or criminal case
- Did not go on habitual leave (max of 2 months/year, excluding maternity leave)
- Must be in good health (no debilitating, chronic illnesses or serious health condition)
- Must have excellent communication skills (both oral and written)
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- Willing to render at least a year of service in his/her agency after completion of the Program through a Service Contract

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Form B	Assessment by the Immediate Supervisor	• Immediate Supervisor of the Nominee
Form C	Agency Screening Certification	• HR/Scholarship Personnel / Administrative Officer)

Form D	Declaration of Medical Illness/es	• Nominee
Form E	Physician's Certification	• Physician from a Government or Private Hospital or the Nominee's Agency Clinic/Hospital
Laboratory Results	Physical Assessment, Complete Blood Count (CBC), Urinalysis, Fecalalysis, and Chest X-ray (within the last 6 months at the time of application)	
CSC Form 212	Updated Personal Data Sheet	• Nominee
CSC Form 33	Appointment Paper (Certified True Copy)	• Nominee / HR Officer
Designation Order (if applicable)	Certified True Copy	• Nominee
Certification of IPCR Ratings (with Adjectival Rating) for the past two (2) years (2020 and 2021)	Original Signed Copy (Note: OPCR/DPCR/CESPE for SEC nominees)	• HR Officer
Certificate of No Pending Administrative/Criminal Case	Original Signed Copy	• HR Officer / Legal
Transcript of Records	Certified True Copy of TOR from last school attended	• Nominee
Birth Certificate	Copy of NSO/PSA-issued Birth Certificate	• Nominee
Organizational Chart (reflecting your name/position/level)	Certified True Copy	• Nominee / HR Officer
Official Passport	Photocopy of Pages 2-3	• Nominee
Certification Form	Nominee Certification Form	• Nominee
PMDP Letter of Conformance	(To be submitted once accepted into the Program only)	• Nominee and the Head of the Agency / Nominating Officer



PUBLIC MANAGEMENT
DEVELOPMENT
PROGRAM

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Hard copies shall be submitted to:

PMDP, DAP Building, San Miguel Avenue
Ortigas Center, Pasig City 1600
Attn: Angelica D. Ranas

FOR MORE INFORMATION



(02) 8631 2128

0995-9406943

8631 0921 local 125

0969-5857046



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