



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

July 8, 2022

**REGIONAL MEMORANDUM**

No. **794**, s. 2022

**SUBMISSION OF NOMINEES FOR THE DEVELOPMENT ACADEMY OF THE PHILIPPINES - PUBLIC MANAGEMENT AND DEVELOPMENT PROGRAM (MIDDLE MANAGERS CLASS BATCH 30)**

To: RO Division Chiefs, Unit and Section Heads  
Schools Division Superintendents  
All Others Concerned

- Attached is Memorandum DM-HROD-2022-1657 from Director Wilfredo E. Cabral, OIC- Office of the Undersecretary, Human Resource and Organizational Development, announcing the opening of nominations for the Public Management Development Program for Middle Managers Class Batch 30 that will commence on September 5, 2022.
- Immediate dissemination of and compliance with this Memorandum are desired.

  
**EVELYN R. FETALVERO, CESO IV**  
 Regional Director



Enclosure: As stated  
Reference: As stated

To be indicated in the Perpetual Index under the following subjects:

MIDDLE MANAGERS CLASS      DAP      NOMINATIONS

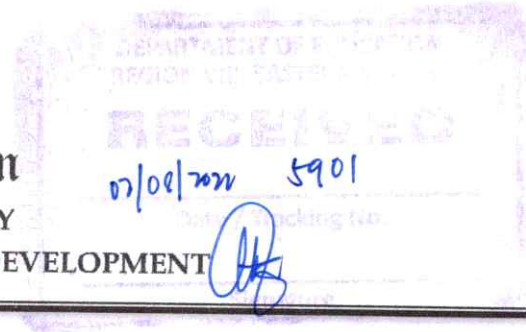
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Republika ng Pilipinas  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY  
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



MEMORANDUM  
DM-HROD-2022-1657

OFFICE OF THE DIRECTOR IV	
Date and Time Received	Signature
08 JUL 2022 10:51	[Signature]
Date and Time Released	Signature
08 JUL 2022 11:20	[Signature]

FOR : Undersecretaries  
Assistant Secretaries  
Bureau and Service Directors  
Regional Directors  
School Division Superintendents  
Head/Chiefs of Division and Units

FROM :   
**WILFREDO E. CABRAL**  
*Regional Director, DepEd NCR and  
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 30)*

DATE : 04 July 2022

The Development Academy of the Philippines (DAP) has opened the nominations for its Public Management Development Program for Middle Managers Class Batch 30 which will commence on 05 September 2022.

The Middle Managers Class (MMC) is designed to transform division chiefs, promising section chiefs and high-potential specialists into development-oriented, peak performing, dedicated and honest leaders preparatory for a Senior Executive and Middle Manager post. For 12 months, scholars shall undergo flexible learning mode of training and work on their respective Capstone Project that will impact the delivery of Deped's critical services. Successful applicants shall receive full government scholarships. The PMDP-MMC scholars who satisfy the academic requirements of the program will be conferred a Master's degree in Development Management.

The criteria and qualifications for Middle Managers Class are the following:

- 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
- 50 years old and below at the time of the PMDP- MMC conduct

OCED email  
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- c. possessing at least a Bachelor's Degree
- d. Duly nominated by the head of office (with forms approved by the School Division Superintendent for Schools Divisions Offices(SDO), Regional Directors for Regional Offices (RO), 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
- l. in good health (no debilitating, chronic illnesses or serious health condition)
- m. with excellent communication skills (both oral and written)
- n. must be in government service for at least two (2) years

**Application and nomination forms can be downloaded from <https://bit.ly/PMDPMMCForms>.** Each SDO, RO, and Bureau/Service may submit maximum of 2 qualified nominees with approved applications & forms (see Annex A) **on or before 11 July 2022 through [bit.ly/pmdponlinesubmissionsMMC](https://bit.ly/pmdponlinesubmissionsMMC)** and must copy furnish the Bureau of Human Resource and Organizational Development – Human Resource Development Division (BHROD-HRDD) through this email: [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph) following this format on the subject line: [DAP-PMDP MMC 30]\_(Surname, First Name of Nominee)\_(Region/Office/Bureau).

The nominees shall undergo the preliminary screening, examination, and interview to be conducted by DAP. Only qualified nominees shortlisted by DAP shall be notified by the Department.

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

For your appropriate action.

## **Annex A**

### **Admission Requirements for DAP MMC Batch 30**

1. PMDP MMC Form A - Nomination from the Head of the Agency
  2. PMDP MMC Form B - Assessment by the Immediate Supervisor
  3. PMDP MMC Form C - Agency Screening Certification  
(To be accomplished by the HR/Scholarship Personnel / Administrative Officer)
  4. Declaration of Medical Illness/es - Form D (To be accomplished by the Nominee)
  5. Government Physician's Certification - Form E  
(To be accomplished by the physician from a government hospital, other than the agency's clinic/hospital)
  6. Laboratory Results (From a government hospital, other than the agency's clinic/hospital)
  7. Updated Personal Data Sheet - CSC Form 212 (To be accomplished by the nominee)
  8. IPCR for the past 2 years  
(To be accomplished by the nominee / Office Personnel / Administrative Officer)
  9. Certified True Copy of CSC Form 33 (Appointment Papers)  
(To be provided by the HR/Scholarship Personnel / Administrative Officer)
  10. Certified True Copy of Designation Order (if applicable)  
(To be provided by the HR/Scholarship Personnel / Administrative Officer)
  11. Certificate of No Pending Case  
(To be provided by the HR/Scholarship Personnel / Administrative Officer)
  12. Original / Certified True Copy of Transcript of Records  
(To be provided by the nominee)
  13. Certified True Copy of Birth Certificate (To be provided by the nominee)
  14. Copy of the Organizational Chart  
(To be accomplished by the HR/Scholarship Personnel / Administrative Officer)
  15. Copy of the Red Passport (To be accomplished by the nominee)
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10 June 2022

**DR. WILFREDO E. CABRAL**

OIC-Undersecretary for Bureau of Human Resources  
and Organizational Development  
Concurrent Regional Director, NCR  
Department of Education  
Meralco Avenue, Pasig City

Dear **Undersecretary Cabral:**

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 upcoming Middle Managers Class (MMC) Batch 30 which will open on 05 September 2022.

The MMC is 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. Nominees must also 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.

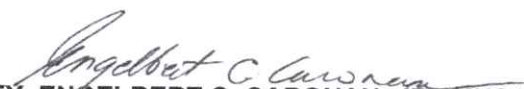
Participating agencies are also encouraged to provide scholars with the necessary support such as transportation expenses and internet access e.g. data allowance to ensure uninterrupted participation.

We will highly appreciate receiving the nominations from your agency before 11 July 2022. Attached is the list of qualifications and admission requirements which should be submitted via <http://bit.ly/pmdponlinesubmissionsMMC>.

For inquiries, feel free to contact Ms. Desiree Grace D. Distajo of the PMDP Recruitment and Admissions team via Viber at 0945-215-9485 or 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