

Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

10 October 2023

REGIONAL MEMORANDUM

No. 1040, s. 2023

**To: Assistant Regional Director
Schools Division Superintendents
Chiefs, Regional Functional Division
All Others Concerned**

**SUBMISSION FOR NOMINATION TO THE DEVELOPMENT ACADEMY OF THE
PHILIPPINES – PUBLIC MANAGEMENT AND DEVELOPMENT PROGRAM
MIDDLE MANAGERS CLASS BATCH 33 AND SENIOR EXECUTIVE
CLASS BATCH 13**

1. In reference to Memorandum DM-OUHROD-2022-1458, dated October 5, 2023, titled “*Call for Submission of Nominees for the DAP-Public Management and Development program Middle Managers Class batch 33 and Senior Executive Class Batch 13*” from the Office of Undersecretary for Human Resource and Organizational Development, Hon. Gloria Jumamil-Mercado, this Office informs the field of the above-captioned subject.
2. RO and/or SDO may submit a maximum of two (2) qualified nominees with applications and forms approved by the Regional Director.
3. Qualifications for the scholarship programs are found in the said Memorandum (page 2).
4. The deadline for the nomination is **November 17, 2023**, for the Middle Managers Class and **December 1, 2023**, for the Senior Executive Class.
5. For queries, contact Mr. Siljohn Rey Salazar of BHROD-HRDD at 028470-6630 or email at bhrod.hrdd@deped.gov.ph.
6. For information and compliance.


WILFREDO E. CABRAL, CESO III
Regional Director

Encl.: As stated



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Republika ng Pilipinas


Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2023-1478

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

FROM :  GLORIA JUMAMIL-MERCADO
Undersecretary for Human Resource and Organizational Development

SUBJECT : **Call for Submission of Nominees for the Development Academy of the Philippines - Public Management and Development Program Middle Managers Class Batch 33 and Senior Executive Class Batch 13**

DATE : 5 October 2023

The Development Academy of the Philippines (DAP) has recently opened the nominations for the Public Management Development Program for Middle Managers Class Batch 33 and the Senior Executive Class Batch 13 which will both commence on early 2024.

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 and willing to take classes for a period of 12 months with six months in residency.

On the other hand, the Senior Executive Class is designed for incumbents of positions with Salary Grade 25 and above, or OICs of such positions for at least a year, aged 55 years and below and willing to take classes for a period of 50 days (about one and a half months) spread across 10 months.

For both classes, 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 information 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 Salary Grade 18-24, designated as at least Section or Division Chief, or incumbent Officer-in-Charge for at least one year b. Aged 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 l. In good health (no debilitating, chronic illnesses or serious health condition) m. With excellent communication skills (both oral and written) 	<ul style="list-style-type: none"> a. Must be in government service for at least two years b. Occupying executive positions (including OICs) for at least one year c. Aged 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 two months/years) i. Must be in good health (no debilitating, chronic illnesses or serious health condition) j. Willing to render time of 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

Downloadable Forms/ Templates	
https://bit.ly/PMDPMMCFORMS	https://bit.ly/PMDPSECFORMS
Submission Links	
https://bit.ly/pmdponlinesubmissionsMMC	https://bit.ly/pmdponlinesubmissionsSEC
Deadline of Submission	
17 November 2023	01 December 2023
Conferred Title upon completion	
<p><i>Certificate of Completion of Residential Training</i></p> <ul style="list-style-type: none"> - upon completion of all training modules <p><i>Diploma in Development Management</i></p> <ul style="list-style-type: none"> - upon completion of all academic requirements including the acceptance of the Capstone Project Plan <p><i>Master in Development Management</i></p> <ul style="list-style-type: none"> - upon successful implementation of the Capstone Project and the approval of the Final Capstone Project Report 	<p><i>Certificate of Completion of Residential Training</i></p> <ul style="list-style-type: none"> - upon completion of all training modules <p><i>Diploma in Development Management</i></p> <ul style="list-style-type: none"> - upon completion of all academic requirements including the acceptance of the Capstone Paper

Each SDO, RO, and Bureau/Service may submit maximum of two qualified nominees with applications and 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 33/SEC 13] Surname, First Name of Nominee Region/Office/Bureau.*

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. Only those nominees who have submitted complete forms and requirements will be processed by DAP Admission Office. Successful nominees must file their travel authority in accordance with DO No. 43 and 46 s. 2022, *Omnibus Travel Guidelines for all Personnel of the Department of Education* and shall charge their travelling and other incidental 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.

[BHROD-HRDD/ Salazar]