



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION

April 08, 2025

REGIONAL MEMORANDUM

No. 353 s. 2025

To: Schools Division Superintendents

**NOMINATION TO THE UPCOMING CLASSES OF THE PUBLIC MANAGEMENT
DEVELOPMENT PROGRAM (PMDP) NATIONAL GOVERNMENT'S CAREER
EXECUTIVE SERVICE DEVELOPMENT PROGRAM BATCH 36**

1. This memorandum is issued with regard to the correspondence received from Ms. Magdalena L. Mendoza, Officer-In-Charge of the Development Academy of the Philippines, dated March 24, 2025, concerning the aforementioned subject matter.
2. In the spirit of collaborative efforts towards the realization of the Philippine Development Plan 2023-2028, and recognizing the Development Academy of the Philippines' crucial mandate in cultivating a robust corps of competent and future-ready leaders and managers within the Career Executive Service, the Regional Office looks forward to receiving nominations from the Schools Division Offices.
3. To ensure appropriate endorsement and alignment with organizational leadership perspectives, it is requested that all nominees be endorsed by their respective Schools Division Superintendents.
4. For your reference, the letter detailing the specifics of the aforementioned subject is attached for your perusal.
5. Should there be any inquiries or clarifications needed, you are kindly encouraged to connect with Mr. Arren V. Aduan, Education Program Supervisor, HRDD-NEAP(R), and the Regional Focal Person for Learning and Development, via email at hrdd.ncr@deped.gov.ph.
6. Immediate dissemination of this Memorandum is directed.

JOCELYN DR ANDAYA

Regional Director, NCR
Concurrent Officer-in-Charge
Office of the Assistant Secretary for Operations



6 Misamis St., Bago Bantay, Quezon City

Email Address: ncr@deped.gov.ph
Website: <http://www.depedncr.com.ph>

Doc. Ref. Code	RO-ORD-F004	Rev	00
Effectivity	01.26.23	Page	1 of 1





24 March 2025

JOCELYN DR. ANDAYA, PhD
Regional Director
Department of Education - NCR
Misamis Street, Bago Bantay, Quezon City

Dear **Regional Director Andaya**:

Warm greetings from the Development Academy of the Philippines (DAP)!

We are pleased to invite your esteemed agency to nominate qualified candidates for the upcoming Middle Managers Class (MMC) Batch 36 of the Public Management Development Program (PMDP), the National Government's Career Executive Service Development Program, scheduled to commence on **10 July 2025**.

The MMC is designed for high-performing and high-potential Division Chiefs (SG 24) aged 50 years old and below who are being prepared for directorial roles. This holistic, multimodal and integrated program provides a structured developmental pathway for eventual entry into the Career Executive Service and equivalent positions. OIC-Division Chiefs and exceptional specialists (SG 18 to SG 23) who are being fast-tracked for directorship may also be considered.

The residency of the MMC has six (6) months of intensive training at the DAP Conference Center in Tagaytay City, followed by six (6) months of Capstone Project activities. The Capstone Project is the Program's integrating requirement which seeks to address an opportunity or challenge in your agency.

Nominations from your agency should be submitted on or before **9 May 2025**. Attached is the Call for Nominations and the list of requirements and qualifications for your reference.

We look forward to your agency's participation in this initiative. Consider this as your contribution to strengthening the Philippine government's leadership pipeline aligned with the Philippine Development Plan 2023-2028.

For any inquiries or concerns, your office may reach Mr. Jhonn Robert N. Javier of the DAP Center for CES Development - Advocacy and Admission Office via email at pmdp.admissions@dap.edu.ph or through mobile 0969 586 7046.

Very truly yours,

MAGDALENA L. MENDOZA
Officer-in-Charge

Enclosures (2)




Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025- 0934

FOR : UNDERSECRETARIES
ASSISTANT SECRETARIES
BUREAU AND SERVICE DIRECTORS
REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
CHIEFS, REGIONAL HRDD & SCHOOL GOVERNANCE &
OPERATIONS DIVISION

FROM :  **WILFREDO E. CABRAL**
Undersecretary
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 36 (MMC 36)*

DATE : April 10, 2025

The Development Academy of the Philippines (DAP) has opened the nominations for the Public Management Development Program for Middle Managers Class (PMDP-MMC) Batch 36, which will commence on 10 July 2025.

The PMDP-MMC is an intensive, holistic, and multi-modal training geared 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 residential training followed by the implementation of Capstone Project in their respective offices to aid in the delivery of DepEd's critical services for the realization of the Basic Education Development Plan (BEDP) and the Five-Point Agenda. 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:

- 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 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 09 May 2025** through <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 following this format on the subject line: [DAP-PMDP MMC 36]_(Surname, First Name of Nominee)_(Region/Office/Bureau).

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

For queries, please contact the BHROD-HRDD at (02) 8470-6630 or email at bhrod.hrdd@deped.gov.ph:

For Central Office – Ms. Riza May Fortunato

For Regional and Schools Division Offices – Mr. Siljohn Rey Salazar

For your appropriate action.

[BHROD-HRDD/SRPSalazar]

CALL FOR NOMINATIONS



DEADLINE OF APPLICATION: 9 MAY 2025

MIDDLE MANAGERS CLASS BATCH 36

CLASS OPENS ON 10 JULY 2025

QUALIFIED ARE



high-performing, high-potential Division Chiefs (SG 24), being prepared for directorship positions, 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 development-oriented, peak performing, and future leaders preparatory to a post in the Philippine Career Executive Service and equivalent positions. It is designed for intelligent, innovative, driven, and dynamic junior managers with a natural love for serving people and show promise of assuming bigger responsibilities in the bureaucracy.



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



pmdpadmissions@dap.edu.ph

SCAN THIS QR CODE TO SUBMIT
YOUR APPLICATION:

LINK: bit.ly/pmdponlinesubmissionsMMC





MIDDLE MANAGERS CLASS

QUALIFICATIONS

- High-performing and high-potential Division Chiefs (SG 24) aged 50 years old and below who are being prepared for directorial roles. OIC-Division Chiefs and exceptional specialists (SG 18 to SG 23) who are being fast-tracked for directorship and equivalent positions may also be considered.
- **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 **two years** 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
<ol style="list-style-type: none">1. PMDP MMC Form A (Nomination Form)2. PMDP MMC Form B (Assessment by the Immediate Supervisor)3. PMDP MMC Form C (Health Assessment Certification Form)4. CSC Form 212 (Updated Personal Data Sheet)5. Certificate of No Pending Administrative/Criminal Case6. PMDP Letter of Conforme (To be submitted once accepted into the Program only)	<ol style="list-style-type: none">1. Certified True Copy of CSC Form 33 (Appointment Paper)2. Certified True Copy of Designation Order (If applicable)3. Certified True Copy of Organizational Chart (reflecting the applicant's name/position/level in the organization)

Original physical copies must be submitted to:

Development Academy of the Philippines
Public Management Development Program
DAP Building, San Miguel Avenue Ortigas Center, Pasig City, 1600
Attn: Christine Angel P. Sta. Romana

Digital copies must be uploaded to:

<http://bit.ly/pmdponlinesubmissionsMMC>

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

All admission documents must be submitted **on or before 9 May 2025**.

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 0921 local 126, 127, 125



+63 969 586 7046



pmdp.admissions@dap.edu.ph



Development Academy of the Philippines



dap.edu.ph