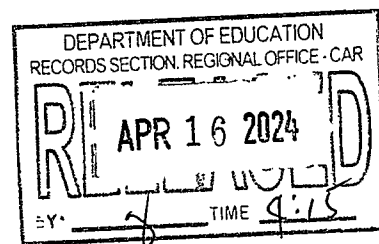




Republic of the Philippines
Department of Education
Cordillera Administrative Region



15 April 2024

REGIONAL MEMORANDUM

No. ~~223~~ . 2024

**CALL FOR NOMINATION FOR MIDDLE MANAGERS CLASS (MMCC)
BATCH 34 PUBLIC MANAGEMENT DEVELOPMENT PROGRAM
(PMDP) OF THE DEVELOPMENT ACADEMY OF THE
PHILIPPINES (DAP)**

To: Assistant Regional Director
Schools Division Superintendents
All Other Concerned
All Divisions

1. Pursuant to the letter of invitation received from the Development Academy of the Philippines (DAP), with the directive of executing Professional Development (PD) Programs, DepED CAR through the National Educators Academy of the Philippines, calls for the nominations for the Middle Managers Class (MMC) Batch 34.
2. The Middle Managers Class is designed for open to high-performing, high potential Division Chiefs (SG 24) or those equivalent positions, aged 50 years or younger, and in good health. Officers-in-Charge awaiting appointment to Division Chief positions, fast tracker section chiefs and specialists (SG 18-23) may be accepted on a limited basis.
3. The 6-month residential training is held in-person in DAP Tagaytay City conference center. In order to maximize the learning from the program, accepted nominees should be relieved of their official duties and be considered on study leave at the minimum for the in-house phase or up to the Capstone phase following the 6 months residential training.
4. Attached is the detail on the qualifications and admission requirements for MMC (Enclosure 1). Deadline of submission of e-copy and hard copy will be on **or before April 29, 2024**. E-copy will be send to car.neapr@deped.gov.ph
5. PMDP Forms for MMC can be downloaded from **<https://bit.ly/PMDPMMCForms>**.
6. As stipulated by the National Government's Career Executive Service Development Program (NGCESDP) Steering Committee, considering that the



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PMDP is a national scholarship, the Program will cover the scholar's accommodation, meals and training materials.

7. For queries and clarifications, please contact the Human Resource Development Division – National Educators Academy of the Philippines in the Region (HRDD-NEAPR) through Rosita C. Agnasi, OIC-HRDD-NEAPR or Elvernice S. Fanged, Scholarship Focal Person through email address at car.neapr@deped.gov.ph.
8. Immediate and widest dissemination of this Memorandum is directed.

Digitally signed by
Carino Estela Leon
Date: 2024.04.16
14:54:34 +08'00'

ESTELA P. LEON-CARIÑO EdD, CESO III
Director IV/ Regional Director

HRDD-NEAPCAR/EMG/esf



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601
Telephone No: (074) 422 – 1318
Email Address: car@deped.gov.ph

DepEd Tayo Cordillera

<https://depedcar.ph>



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Enclosure 1 to RM NO. 223.2024

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

ORIGINAL PHYSICAL AND DIGITAL COPIES	DIGITAL COPIES ONLY
<p>Original physical copies must be submitted to:</p> <p>HRDD-NEAP Scholarship Secretariat Department of Education- Cordillera Administrative Region, Wangal, La Trinidad, Benguet 2601</p>	<p>Please upload the documents via:</p> <p>https://tinyurl.com/DAPMMCFILES</p>
PMDP MMC Form A (Nomination Form)	Certified True Copy of CSC Form 33 (Appointment Paper)
PMDP MMC Form B (Assessment by the Immediate Supervisor)	Certified True Copy of Designation Order (If applicable)
PMDP MMC Form C (Agency Screening Certification)	Copy of IPCR with Adjectival Rating for the past two (2) years (2022 and 2023)
PMDP Form D (Self-Declaration of Medical Illness/es)	Copy of NSO/PSA-issued Birth Certificate
PMDP Form E (Physician's Certification)	Certified True Copy of Organizational Chart (reflecting the applicant's name/position/level in the organization)
Laboratory Results Physical Assessment, Complete Blood Count (CBC), Urinalysis, Fecalalysis, and Chest X-ray (taken within the last 6 months at the time of application)	



Address: DepEd-CAR Complex, Wangal, La Trinidad, Benguet, 2601
 Telephone No: (074) 422 – 1318
 Email Address: car@deped.gov.ph



<https://depedcar.ph>



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ORIGINAL PHYSICAL AND DIGITAL COPIES	DIGITAL COPIES ONLY
CSC Form 212 (Updated Personal Data Sheet)	
Certificate of No Pending Administrative/Criminal Case (Original Signed Copy)	
Certified True Copy of Transcript of Records (TOR from last school attended)	
Nominee Certification Form	
PMDP Letter of Conformance (To be submitted once accepted into the Program only)	

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

All admission documents must be submitted on or before **29 April 2024**.

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



0969-5867046



pmdp.admissions@dap.edu.ph



pmdp.dap.edu.ph

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Public Management Development Program