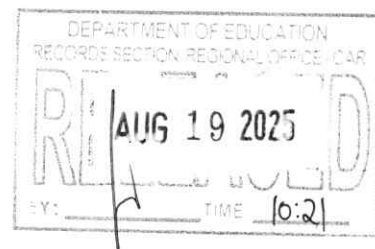




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION



18 August 2025

**REGIONAL MEMORANDUM**

**No. 604.2025**

**CALL FOR NOMINATION FOR MIDDLE MANAGERS CLASS (MMC)  
BATCH 37 AND SENIOR EXECUTIVE CLASS (SEC) BATCH 15  
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. Relative to the letter received from DAP, re Submission of Nominees for the Development of the Philippines – Public Management and Development Program Managers Class Batch 37 and Senior Executive Class Batch 15, DepED CAR through the National Educators Academy of the Philippines, calls for the nominations for the Middle Managers Class (MMC) Batch 37 and Senior Executive Class Batch 15.
2. The Middle Managers Class is tailored primarily for 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 Senior Executive Class (SEC) is intended for incumbents of directorship positions (SG 25 and above) under 55 years old who possess outstanding intellectual and creative abilities and demonstrate potential for shaping policy and management at higher levels of government.
4. The residential training of both classes is conducted in-person at the DAP Conference Center in Tagaytay City to develop a robust cadre of future-ready leaders for the Philippine bureaucracy.
5. Attached in enclosure 1 are the details of the said nomination for reference and guidance.
6. Each SDO may submit one (1) qualified nominee with applications and forms approved by the Regional Professional Development Committee (PDC).
7. For queries and clarifications, please contact the Human Resource Development Division – National Educators Academy of the Philippines in the



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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](mailto:car.neapr@deped.gov.ph).

8. Immediate and widest dissemination of this Memorandum is directed.

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

//HRDD-NEAPR/RCA/ESF/2025mmcandsec



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(Enclosure 1 to RM No. 604.2025)

<b>MIDDLE MANAGERS CLASS (MMC)</b>	<b>SENIOR EXECUTIVE CLASS (SEC)</b>
<b>QUALIFICATIONS</b>	
<p>a. High performing and high-potential Division Chiefs (SG 24), aged 50 years old and below, who are being prepared for directorship roles. OIC-Division Chiefs and exceptional specialists (SG 18 to SG 23) on a management track may also be considered.</p> <p>b. Filipino Citizenship</p> <p>c. Bachelor's Degree</p> <p>d. Nomination by the head of the agency (nominations made by the Regional Directors and other officers vested with the authority to nominate must be endorsed by the Central Office)</p> <p>e. 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</p> <p>f. Two (2) – year government service</p> <p>g. Very satisfactory (VS) or outstanding performance rating for the past two years</p> <p>h. No ongoing post-graduate studies at the time of the application</p> <p>i. No pending administrative and/or criminal case</p> <p>j. No habitual leave (max of 2 months/year), excluding maternity leave</p> <p>k. Excellent communication skills (both oral and written)</p> <p>l. Agreement to the PMDP Letter of Conforme once accepted</p> <p>m. Agreement to render atleast two years of service in his/her agency after completing the program through a service contract</p>	<p>a. Incumbents of directorship positions (SG 25 and above), aged 55 years old and below, who possess outstanding potential for leadership and policy formulation</p> <p>b. Filipino Citizenship</p> <p>c. Bachelor's Degree</p> <p>d. Nomination by the head of the agency (nominations made by the Regional Directors and other officers vested with the authority to nominate must be endorsed by the Central Office)</p> <p>e. 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</p> <p>f. Two (2) – year government service</p> <p>g. Very satisfactory (VS) or outstanding performance rating for the past two years</p> <p>h. No ongoing post-graduate studies at the time of the application</p> <p>i. No pending administrative and/or criminal case</p> <p>j. No habitual leave (max of 2 months/year), excluding maternity leave</p> <p>k. Excellent communication skills (both oral and written)</p> <p>l. Agreement to the PMDP Letter of Conforme once accepted</p> <p>m. Agreement to render atleast a year of service in his/her agency after completing the program through a service contract</p>



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m. Good health (no debilitating, chronic illnesses or serious health condition)	
<b>ADMISSION REQUIREMENTS</b>	
<p><b>Original Physical and Digital Copies</b></p> <ol style="list-style-type: none"> <li>1. PMDP MMC Form A (Nomination Form)</li> <li>2. PMDP MMC Form B (Assessment by the Immediate Supervisor)</li> <li>3. PMDP MMC Form C (Health Assessment Certification Form)</li> <li>4. CSC Form 212 (Updated Personal Data Sheet)</li> <li>5. Certificate of No Pending Administrative/Criminal Case</li> <li>6. PMDP Letter of Conforme (To be submitted once accepted into the Program only)</li> </ol> <p><b>Digital Copies Only</b></p> <ol style="list-style-type: none"> <li>1. Certified True Copy of CSC Form 33 (Appointment Paper)</li> <li>2. Certified True Copy of Designation Order (If Applicable)</li> <li>3. Certified True Copy of Organizational Chart (reflecting the applicant's name/position/level in the organization)</li> <li>4. Portrait Photos in Barong/Filipiniana (Shots: Front and Slight Tilt to the left)</li> </ol>	<p><b>Original Physical and Digital Copies</b></p> <ol style="list-style-type: none"> <li>1. PMDP MMC Form A (Nomination Form)</li> <li>2. PMDP MMC Form B (Assessment by the Immediate Supervisor)</li> <li>3. PMDP MMC Form C (Health Assessment Certification Form)</li> <li>4. CSC Form 212 (Updated Personal Data Sheet)</li> <li>5. Certificate of No Pending Administrative/Criminal Case</li> <li>6. PMDP Letter of Conforme (To be submitted once accepted into the Program only)</li> </ol> <p><b>Digital Copies Only</b></p> <ol style="list-style-type: none"> <li>1. Certified True Copy of CSC Form 33 (Appointment Paper)</li> <li>2. Certified True Copy of Designation Order (If Applicable)</li> <li>3. Certified True Copy of Organizational Chart (reflecting the applicant's name/position/level in the organization)</li> <li>4. Portrait Photos in Barong/Filipiniana (Shots: Front and Slight Tilt to the left)</li> </ol>
<b>DOWNLOADABLE FORMS/TEMPLATES</b>	
<a href="https://bit.ly/pmdpapplicationforms">https://bit.ly/pmdpapplicationforms</a>	
<b>SUBMISSION EMAIL ADDRESS</b>	
<a href="mailto:car.neapr@deped.gov.ph">car.neapr@deped.gov.ph</a>	
<b>DEADLINE FOR SUBMISSION OF APPLICATION</b>	
October 3, 2025	November 4, 2025



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OPENING OF CLASSES	
January 8, 2026	February 9, 2026
CONFERRED TITLE UPON COMPLETION	
Certificate of Completion of Residential Training <ul style="list-style-type: none"><li>- Upon completion of all training modules</li></ul> Diploma in Development Management <ul style="list-style-type: none"><li>- Upon completion of all academic requirements including the acceptance of the Capstone Project Plan</li></ul> Master in Development Management <ul style="list-style-type: none"><li>- Upon successful implementation of the Capstone Project and the approval of the Final Capstone Project Report</li></ul>	Certificate of Completion of Residential Training <ul style="list-style-type: none"><li>- Upon completion of all training modules</li></ul> Diploma in Development Management <ul style="list-style-type: none"><li>- Upon completion of all academic requirements including the acceptance of the Capstone Paper</li></ul>





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development academy of the philippines  
Public Management Development Program

THE NGCESDP INTER-AGENCY STEERING COMMITTEE



# CALL FOR NOMINATIONS



DEADLINE OF APPLICATION: 15 OCTOBER 2025

## MIDDLE MANAGERS CLASS BATCH 37

CLASS OPENS ON 8 JANUARY 2026

### QUALIFIED ARE



Division Chiefs (SG 24) being prepared for directorship positions, high-performing and high-potential OIC Division Chiefs, or fast tracker specialists (SG 18 - SG 23)



aged 50 years old or below



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



in good health

The Middle Managers Class (MMC) transforms accepted nominees into development-oriented, peak performing 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



pmdp.admissions@dap.edu.ph

SCAN THIS QR CODE TO SUBMIT  
YOUR APPLICATION:

LINK: [bit.ly/pmdponlineapplication](https://bit.ly/pmdponlineapplication)





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BAGONG PILIPINAS

# CALL FOR NOMINATIONS



DEADLINE OF APPLICATION: 30 NOVEMBER 2025

## SENIOR EXECUTIVES CLASS BATCH 15

CLASS OPENS ON 9 FEBRUARY 2026

### QUALIFIED ARE



in a permanent  
directorship position



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



in good health

The Senior Executives Class (SEC) offers an intensive graduate program tailored for senior government executives. Through a blend of immersive learning approaches, it enhances executives' perspectives and equips them with advanced tools to steer organizations toward agility, digital transformation, ethical leadership, and readiness for the future, ensuring a bright and sustainable path forward.



55 DAYS  
SPREAD ACROSS  
10 MONTHS



IN-PERSON SESSIONS



FULL GOVERNMENT  
SCHOLARSHIP

### FOR MORE INFORMATION :



(02) 8631 0921 local 126, 127, 125



+63 969 586 7046



pmdp.admissions@dap.edu.ph

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