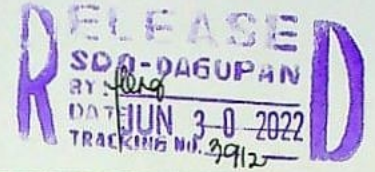




Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OFFICE DAGUPAN CITY



**Office of the Schools Division Superintendent**

**Division Memorandum**

No. 276 s. 2022

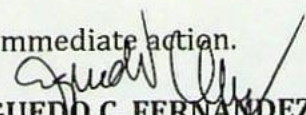
To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Field Staff  
All Others Concerned

From: THE OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

Date: June 30, 2022

Subject: **CALL FOR SUBMISSION OF NOMINATION FOR DEVELOPMENT ACADEMY OF THE PHILIPPINES (DAP) PUBLIC MANAGEMENT DEVELOPMENT PROGRAM (PMDP) MIDDLE MANAGERS CLASS (MMC) – BATCH 30**

1. Pursuant to Regional Memorandum No. 686, s. 2022, the Schools Division Office announces the opening of call for nomination for Development Academy of the Philippines (DAP) Public Management Development Program (PMDP) Middle Managers Class (Mmc) – Batch 30 which will open on September 5, 2022.
2. The Schools Division Office shall start receiving nominations on or before July 06, 2022.
3. Please see attached document for the list of qualifications and admission requirements. For queries and concerns, please contact the Human Resource and Development Section (HRDS) through [mitchellene.rivo@deped.gov.ph](mailto:mitchellene.rivo@deped.gov.ph).
4. This professional development activity is in adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment are accorded to all participants/nominees regardless of disability, sexual orientation, gender, age, religion and ethnicity.
5. For wide dissemination and immediate action.

  
**AGUEDO C. FERNANDEZ, CESO V**  
Schools Division Superintendent



Address: DepEd SDO, Burgos St., Dagupan City  
Telephone No.: (075)615-2645/615-2641  
Website: [depeddagupan.com](http://depeddagupan.com)  
Email Address: [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)



Management System  
ISO 9001:2015  
[www.tuv.com](http://www.tuv.com)  
ID 9108050037





Republic of the Philippines  
**Department of Education**

REGION I  
SCHOOLS DIVISION OFFICE DAGUPAN CITY

---

**Office of the Schools Division Superintendent**

Reference: RM No. 686, s. 2022

Encl.: Qualification and Admission Requirements

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

HRD

CPD

Middle Managers

mvr/ 06/30/2022



Address: DepEd SDO, Burgos St., Dagupan City

Telephone No.: (075)615-2645/615-2641

Website: [depeddagupan.com](http://depeddagupan.com)

Email Address: [dagupan.city@deped.gov.ph](mailto:dagupan.city@deped.gov.ph)



Management  
System  
ISO 9001:2015

[www.tuv.com](http://www.tuv.com)  
ID: 8108650037





# MIDDLE MANAGERS CLASS

## QUALIFICATIONS

- Incumbents of **SG 18 to SG 24** permanent / regular positions (*designated OIC-Division Chiefs for at least a year are also eligible for nomination*)
- Must be **50 years old or below** at the time of application and class opening
- Filipino citizen
- At least a bachelor's degree holder
- Nominated by the Head of the Agency (*Note: Nominations made by the Regional Directors and other officers vested with the authority to nominate must be certified/confirmed by the Central Office*)
- From a national line agency or its attached agencies, constitutional offices, legislative and executive offices, and government-owned and controlled corporations, and SUCs
- Has Very Satisfactory or Outstanding performance rating for the **past two years: 2020 and 2021**
- Must be in government service for at least two (2) years
- Must not have any ongoing or pending completion of post-graduate studies at the time of the application
- Has no pending administrative and/or criminal case
- Did not go on habitual leave (max of 2 months/year, excluding maternity leave)
- Must be in good health (no debilitating, chronic illnesses or serious health condition)
- Must have excellent communication skills (both oral and written)
- Willing to sign the PMDP Letter of Conforme once accepted
- Willing to render at least a year of service in his/her agency after completion of the Program through a Service Contract

## ADMISSION REQUIREMENTS

REQUIREMENTS	DESCRIPTION	TO BE ACCOMPLISHED BY:
Form A	Nomination Form	• Head of the Agency
Form B	Assessment by the Immediate Supervisor	• Immediate Supervisor of the Nominee
Form C	Agency Screening Certification	• HR/Scholarship Personnel / Administrative Officer)

<b>Form D</b>	Declaration of Medical Illness/es	• Nominee
<b>Form E</b>	Physician's Certification	• Physician from a Government or Private Hospital or the Nominee's Agency Clinic/Hospital
<b>Laboratory Results</b>	Physical Assessment, Complete Blood Count (CBC), Urinalysis, Fecalalysis, and Chest X-ray (within the last 6 months at the time of application)	
<b>CSC Form 212</b>	Updated Personal Data Sheet (as of June 2022)	• Nominee
<b>CSC Form 33</b>	Appointment Paper (Certified True Copy)	• Nominee / HR Officer
<b>Designation Order (if applicable)</b>	Certified True Copy	• Nominee
<b>Certification of IPCR Ratings (with Adjectival Rating) for the past two (2) years (2020 and 2021)</b>	Original Signed Copy	• HR Officer
<b>Certificate of No Pending Administrative/Criminal Case</b>	Original Signed Copy	• HR Officer / Legal
<b>Transcript of Records</b>	Certified True Copy of TOR from last school attended	• Nominee
<b>Birth Certificate</b>	Copy of NSO/PSA-issued Birth Certificate	• Nominee
<b>Organizational Chart (reflecting your name/position/level)</b>	Certified True Copy	• Nominee / HR Officer
<b>Certification Form</b>	Nominee Certification Form	• Nominee
<b>PMDP Letter of Conformance</b>	<i>(To be submitted once accepted into the Program only)</i>	• Nominee and the Head of the Agency / Nominating Officer



**PUBLIC MANAGEMENT  
DEVELOPMENT  
PROGRAM**

# Middle Managers Class Batch 30

THE NCCESDP INTER-AGENCY STEERING COMMITTEE



## CLASS OPENING 05 SEP 2022

The Middle Managers Class (MMC) transforms division chiefs, promising section chiefs and high potential specialists into development-oriented, peak-performing and future-ready leaders preparatory to a post in the Philippine Career Executive Service.

**WE ARE ACCEPTING NOMINATIONS  
UNTIL 11 JULY 2022**

### IF YOU ARE



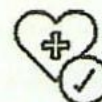
a Division Chief (SG 24) or high performing, high potential specialist (SG 18 - SG 23)



aged 50 years old or below



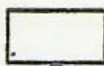
from a national line or attached agency, constitutional and legislative office, government-owned and controlled corporation, or state university/college



In good health



**12 MONTHS**



**FLEXIBLE  
LEARNING MODE**

Online and In-person Sessions



**FULL GOVERNMENT  
SCHOLARSHIP**

**FOR MORE INFORMATION**



(02) 8631-2128  
8631-0921 local 125



[pmdp.admissions@dap.edu.ph](mailto:pmdp.admissions@dap.edu.ph)



[pmdp.dap.edu.ph](http://pmdp.dap.edu.ph)

**FOLLOW US ON SOCIAL MEDIA**



[/dap.edu.ph](https://www.facebook.com/dap.edu.ph)



[@dap\\_pmdp](https://twitter.com/dap_pmdp)



[@dap.pmdp](https://www.instagram.com/dap.pmdp)



Public Management Development Program