



Republic of the Philippines  
**Department of Education**  
Region XI  
**SCHOOLS DIVISION OF DIGOS CITY**

**OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT**

**DIVISION MEMORANDUM**

SGOD-2023- 150

To: : Assistant Schools Division Superintendent  
Division Chiefs  
Public Schools District Supervisors  
Education Program Supervisors  
Public School Heads  
Education Program Specialists

Subject : **SUBMISSION OF NOMINEES FOR THE DEVELOPMENT ACADEMY  
PHILIPPINES (DAP) BATCH 32**

Date : April 24, 2023

This is in reference to Regional Memorandum HRDD-2023-077 dated April 18, 2023 signed by Allan G. Farnazo, Director IV, re: Submission of Nominees Development Academy Philippines (DAP) Batch 32.

The application and nomination forms can be downloaded through this link: <https://bit.ly/PMDPMMCFORMS>.

For inquiries you may contact Mr. Siljohn Rey Salazar of BHROD-HRDD thru email [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph) or at (02) 8470-6630.

All other details of the said activity are found in the enclosures.

For the dissemination and information.

*Melanie P. Estacio*  
**MELANIE P. ESTACIO**

OIC-Schools Division Superintendent

*4/24/23*

DepEd Schools Division of Digos City

RECORDS SECTION

**RECEIVED** 23-101050

DATE: 26 APR 2023 TIME: 11:22

BY: *[Signature]*

Enclosed: As stated  
SGOD/rbd



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002  
(082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375  
(082) 553-8396 | (082) 553-8376  
www.depeddigoscity.org | digos.city@deped.gov.ph

RECORDED

23-18168



Republic of the Philippines  
**Department of Education**  
DAVAO REGION

**Office of the Regional Director**

**REGIONAL MEMORANDUM**  
HRDD-2023-077

To : Assistant Regional Director  
Schools Division Superintendents

Subject: SUBMISSION OF NOMINEES FOR THE DEVELOPMENT  
ACADEMY OF THE PHILIPPINES (DAP) BATCH 32

Date : April 18, 2023

Schools Division Office of Digos City  
20 APR 2023  
BY: [Signature]  
TIME: 5:02  
10/050

The **Development Academy of the Philippine (DAP)** is now open for the nominations of its Public Management Development Program for Middle Managers Class (PMDP-MMC) Batch 32, which will commence on **July 30, 2023**. The PMDP-MMC is designed for the transformation of division/section chiefs and specialists in prefatory for a Senior Executive and Middle Manager post.

In relation to this, Schools Division Offices and the Regional Office XI may submit a maximum of two (2) qualified nominees, with approved application, nomination forms and documentary requirements on or before **May 5, 2023** through <https://bit.ly/pmdponlinesubmissionsMMC>. Application and nomination forms can be downloaded through this link: <https://bit.ly/PMDPMMCFORMS>.

For more queries and information, you can contact Mr. Siljohn Rey Salazar of BHROD-HRDD through email [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph) or at (02) 8470-6630.

All other details and information are found in the enclosures.

Immediate and wide dissemination is desired.

**ALLAN G. FARNAZO**  
Director IV  
[Signature]

Enclosed: As stated.

ROH1/nrb

DEPARTMENT OF EDUCATION - RO XI  
RECORDS SECTION  
**RELEASED**  
BY: [Signature]  
Date: 4.20.23 TIME: 1:18 PM



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-1665; (082) 221-6147

ISO 9001:2015 - Certified

- b. 50 years old and below at the time of the conduct of the PMDP- MMC;
- c. At least a bachelor's degree holder;
- 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 a performance rating of at least Very Satisfactory (VS) in the last two (2) years;
- f. Without pending administrative and/or criminal case;
- g. No record of habitual leave (maximum of 2 months per year), excluding maternity leave;
- h. Willing to render at least one (1) 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); and
- n. Must be in government service for at least two (2) years.

Each SDO, RO, and Bureau/Service may submit a maximum of two (2) qualified nominees, with duly approved application and nomination forms and documentary requirements, **on or before 05 May 2023 through <https://bit.ly/pmdponlinesubmissionsMMC>**, copy furnished the Bureau of Human Resource and Organizational Development – Human Resource Development Division (BHROD-HRDD) through this email: [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph) following this format on the subject line: [DAP-PMDP MMC 32]\_(Surname, First Name of Nominee)\_(Region/Office/Bureau). **Application and nomination forms can be downloaded through this link: <https://bit.ly/PMDPMMCFORMS>.**

The nominees shall undergo the preliminary screening, examination, and interview to be conducted by the DAP Admission Office. Only qualified nominees shortlisted by DAP shall be officially endorsed by the Department through the BHROD-HRDD. A separate memorandum shall be issued notifying the successful nominees.

For queries, please contact Mr. Siljohn Rey Salazar of BHROD-HRDD through telephone number (02) 8470-6630 or email at [bhrod.hrdd@deped.gov.ph](mailto:bhrod.hrdd@deped.gov.ph).

For your appropriate action.

*[HRDD/Salazar]*



Republika ng Pilipinas

# Department of Education

OFFICE OF THE UNDERSECRETARY

HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

DEPARTMENT OF EDUCATION ROXAS

RECORDS SECTION

RECEIVED

By: *[Signature]*  
Date: *13 April 2023*

MEMORANDUM  
DM-OUHROD-2023-0500

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

FROM : *[Signature]*  
**REVSEE A. ESCOBEDO**  
*Undersecretary for Operations  
Officer-in-Charge, Undersecretary for Human Resource and  
Organizational Development*

SUBJECT : **SUBMISSION OF NOMINEES FOR THE DEVELOPMENT  
ACADEMY OF THE PHILIPPINES - PUBLIC MANAGEMENT AND  
DEVELOPMENT PROGRAM- MIDDLE MANAGERS CLASS  
BATCH 32**

DATE : 13 April 2023

The Development Academy of the Philippines (DAP) has opened the nominations for its Public Management Development Program for Middle Managers Class (PMDP-MMC) Batch 32 which will commence on **10 July 2023**.

The PMDP-MMC is designed to transform division chiefs, promising section chiefs and high-potential specialists into development-oriented, peak performing, dedicated and honest leaders prefatory for a Senior Executive and Middle Manager post. For 12 months, scholars shall undergo a flexible learning mode of training and work on their respective Capstone Project to aid in the delivery of DepEd's critical services. 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;

## **Annex A**

### **Admission Requirements for DAP MMC Batch 28**

1. PMDP MMC Form A – Nomination from the Head of the Agency
2. PMDP MMC Form B – Assessment by the Immediate Supervisor
3. PMDP MMC Form C – Agency Screening Certification  
(To be accomplished by the HR/Scholarship Personnel / Administrative Officer)
4. Declaration of Medical Illness/cs – Form D (To be accomplished by the Nominee)
5. Government Physician's Certification – Form E  
(To be accomplished by the physician from a government hospital, other than the agency's clinic/hospital)
6. Laboratory Results (From a government hospital, other than the agency's clinic/hospital)
7. Updated Personal Data Sheet – CSC Form 212 (To be accomplished by the nominee)
8. IPCR for the past 2 years  
(To be accomplished by the nominee / Office Personnel / Administrative Officer)
9. Certified True Copy of CSC Form 33 (Appointment Papers)  
(To be provided by the HR/Scholarship Personnel / Administrative Officer)
10. Certified True Copy of Designation Order (if applicable)  
(To be provided by the HR/Scholarship Personnel / Administrative Officer)
11. Certificate of No Pending Case  
(To be provided by the HR/Scholarship Personnel / Administrative Officer)
12. Original / Certified True Copy of Transcript of Records  
(To be provided by the nominee)
13. Certified True Copy of Birth Certificate (To be provided by the nominee)
14. Copy of the Organizational Chart  
(To be accomplished by the HR/Scholarship Personnel / Administrative Officer)
15. Copy of the Red Passport (To be accomplished by the nominee)