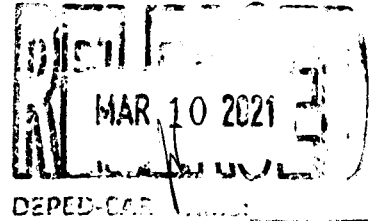




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region



March 10, 2021

**REGIONAL MEMORANDUM**

NO. 098.2021

**CALL FOR NOMINATIONS FOR THE DEVELOPMENT ACADEMY OF THE PHILIPPINES (DAP) PUBLIC MANAGEMENT DEVELOPMENT PROGRAM (PMDP) – MIDDLE MANAGERS CLASS (MMC) BATCH 26**

To: Schools Division Superintendents  
All Other Concerned  
All Divisions

1. In cognizant to Republic Act No. 4670, 10533 and 9155, corollary to Civil Service Memorandum Circular No. 3, s. 2012, DepEd Order No. 11, s. 2019 and 001, s. 2020, with the mandate to implement programs for Professional Development (PD), DepED CAR through the National Educators Academy of the Philippines in the Region (NEAPR) calls for the **Submission of Nominations for the DAP PMDP – MMC Batch 26.**

2. The class is designed for Division Chiefs (SG 24) or those in equivalent positions who are in succession for 3<sup>rd</sup> level posts. Designated OICs in these positions for at least a year are also eligible for nomination and so with high performing and high-potential specialists (SG 18 to SG 23).

3. Furthermore, completion of this class shall prepare the scholars for executive positions which shall earn for them a professional non-thesis Master in Development Management under a ladderized scheme.

4. Generally, nominations for scholarships shall be screened in accordance with the guidelines set in Regional Memorandum No. 18, s. 2021, with the specific Requirements Set by the Learning Service Provider (LSP) in Enclosure 1.

5. Schools Division Offices with qualified nominees shall **submit one (1) nominee** before **March 19, 2021**, with the following details for RO-Professional Development Committee evaluation, viz:

- a. Subject line: DAP PMDP MMC Batch 26\_(SDO)
- b. Submitted via e-mail address: [rneap.depedcar@gmail.com](mailto:rneap.depedcar@gmail.com)

HRDD/JPA/LbL



Address: Wangal, La Trinidad, Benguet, 2601  
Telephone No.: (074) 422-1318 | Fax: (074) 422-4074  
Website: [www.depedcar.ph](http://www.depedcar.ph) | Email: [car@deped.gov.ph](mailto:car@deped.gov.ph)




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Quality Management System  
DE-50500784 QM15

- c. Attachments: One (1) Zipped file containing the following Initial Documentary Requirements:
- i. Assessment of Immediate Supervisor (Enclosure 2), downloadable from <https://tinyurl.com/DAPNEAPCARmmc26>;
  - ii. Personal Data Sheet; and
  - iii. Indorsement from the Schools Division Superintendent.

6. Selected scholars for further nomination to DAP from the submitted nominees shall be notified by this Office to accomplish additional documentary requirements as required by the LSP.

7. For inquiries and clarifications, please contact NEAPR through Jennifer Ande at [jennifer.ande@deped.gov.ph](mailto:jennifer.ande@deped.gov.ph) or Laureen Likigan at 09484774925.

8. Immediate and widest dissemination of and strict compliance with this memorandum is directed.

  
**ESTELA L. CARIÑO EdD, CESO IV**  
Director IV/Regional Director *3/10/2021*

**Qualifications Set by the Learning Service Provider (LSP)**

DEVELOPMENT ACADEMY OF THE PHILIPPINES (DAP) PUBLIC MANAGEMENT DEVELOPMENT PROGRAM (PMDP) – MIDDLE MANAGERS CLASS (MMC)

1. Incumbent of a permanent position with Salary Grade 18 to 24 (*Current OICs of SG 18-24 positions for at least a year are also eligible*)
2. Aged 50 years old and below
3. Filipino citizen
4. At least a bachelor's degree holder
5. Must be in good health (no debilitating, chronic illnesses or serious health condition)
6. Must have excellent communication skills (both oral and written)
7. Nominated by the head of agency, Regional Directors and other officers vested with the authority to nominate
8. From a national line agency or its attached agencies, constitutional offices, legislative and executive offices, and government-owned and controlled corporations, and SUCs
9. Has Very Satisfactory or Outstanding performance rating for the **past two years**
10. Has no pending administrative and/or criminal case
11. Did not go on habitual leave (max of 2 months/year, excluding maternity leave)
12. Willing to sign a Tripartite Memorandum of Agreement with DAP and his/her agency
13. Willing to render at least a year of service in his/her agency after completion of the Program through a Service Contract

Note:

1. **Scholars shall undergo an intensive online mentoring, training, monitoring and evaluation by seasoned faculty from the government, the academe, and private sector. In this connection, nominations must consider the stability of internet connection in the area of the nominee.**
2. **Given the rigors of the program despite the alternative mode, the LSP appreciates utmost support if selected scholars shall be allowed to go on study leave for the duration of the six-months training and providing them the logistics necessary for uninterrupted participation such as data allowance, in lieu of transportation expenses which were the agencies' counterpart in the face-to-face setup.**
3. **Foregoing considered, immediate supervisors shall devise mechanisms to ensure the uninterrupted and continuous operations in the nominees' office despite the study leave prior endorsement of nomination.**

**Assessment of Immediate Supervisor**



INTER-AGENCY STEERING COMMITTEE  
 NATIONAL GOVERNMENT'S CAREER EXECUTIVE SERVICE DEVELOPMENT PROGRAM-  
 PUBLIC MANAGEMENT DEVELOPMENT PROGRAM

**ASSESSMENT FORM (MMC-B)  
 MIDDLE MANAGERS CLASS**

*(To be filled-out by the Head of Agency / Immediate Supervisor of the Nominee)*

\_\_\_\_\_  
**NAME OF NOMINEE**

**CONFIDENTIAL**

**1. How long have you known the nominee? (years/months)**

\_\_\_\_\_

**2. In what connection, or under what circumstances, have you known the nominee?**

\_\_\_\_\_

**3. Please rate the nominee in terms of the dimensions which have been identified as critical to program performance using the following scoring scale.**

<b>5</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>0</b>
Outstanding	Exceeds Expectations	Competent	Needs Improvement	Unacceptable	No Evidence of Demonstration

CES COMPETENCIES	Rating	Remarks
Strategic and Critical Thinking		
Leading in a Continuously Changing Environment		
Developing/ Empowering Others to Establish Collective Accountability for Results		
Linkaging / Networking for Productive Partnership		
Planning and Organizing for Greater Impact		
Driving Performance for Integrity and Service		



OTHER DIMENSIONS	Rating	Remarks
Written Communications		
Oral Communications		
Energy		
Stress Tolerance		

4. Taking an overall view, what do you consider being the nominee's major strengths?

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5. What do you consider to be the critical areas where he/she needs to focus his/her professional and personal development?

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6. Part of the final requirement of the Program is a Capstone Project which needs to be implemented in the agency within a given period. In line with this, what project would you like the scholar to pursue in your agency?

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7. Lastly, why is he/she being nominated? What is your overall plan for the nominee in terms of career progression/utilization when he/she graduates from the Program?

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\_\_\_\_\_  
**Name and Signature of Person  
 Completing this Form**

Position: \_\_\_\_\_  
 Institution / Agency: \_\_\_\_\_  
 Contact Nos.: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Date Accomplished: \_\_\_\_\_

*Additional Instructions:*

- **PMDP MMC Form B** is the Immediate Supervisor's assessment form for their agency's nominees for the **Middle Managers Class**.
- Place accomplished assessment form in a **sealed letter envelope**.
- **Tampered forms or unsealed forms will not be considered a valid assessment.**

