



Republika ng Pilipinas  
KAGAWARAN NG KATARUNGAN  
*Department of Justice*  
Manila

VNA-DC\_\_\_\_\_

DEPARTMENT CIRCULAR NO. 043

**TO : Undersecretaries/Assistant Secretaries  
All Heads of Bureaus, Commissions and  
Offices of the Department  
Regional/Provincial/City Prosecution Offices  
Chiefs of Service/Staff in the Office of the Secretary**

**SUBJECT : Nominations for the 16<sup>th</sup> batch of the Middle Managers  
Class (MMC) on 16 November 2017**

**DATE :** AUG 22 2017

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Attached is the letter from the National Government's Career Executive Service Development Program –Public Management Development Program (NGCESDP-PMDP) dated 13 July 2017 inviting nominees for the **16<sup>th</sup> batch of the Middle Managers Class (MMC)** set to open on **03 November 2017**.

MMC16 is open to candidates who are 40 years old and below with a salary grade of 22-24. Academic equivalencies ranging from a Certificate up to Master's degree are granted by Development Academy of the Philippines (DAP) to qualified individuals upon completion of program milestones.

Nominations will be accepted on or before September 15, 2017. Updated nomination forms including admission guidelines may be downloaded from **[www.dap.edu.ph/pmdp](http://www.dap.edu.ph/pmdp)**.

For further inquiries, please coordinate with the PMDP Secretariat through telephone numbers (02) 6310921 to 30 local 125 and telefax number (02) 6335573 or email [pmdpsecretariat@dap.edu.ph](mailto:pmdpsecretariat@dap.edu.ph).

For information, guidance and appropriate action.

**VITALIANO N. AGUIRRE II**  
*Secretary*

Encls.: as stated.

Copy furnished:

Training Section, DOJ

Department of Justice  
CN : 0201708227





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

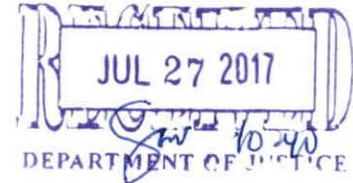
July 13, 2017

**ATTY. VITALIANO N. AGUIRRE II**

Secretary  
Department of Justice  
DOJ Building, Padre Faura St., Ermita, Manila 1004

JN 1762700

OFFICE OF THE SECRETARY



Dear **Secretary Aguirre**:

The Development Academy of the Philippines (DAP) expresses its sincerest gratitude to the **Department of Justice** for the support extended to our Academy throughout the implementation of the Public Management Development Program (PMDP). Since its inception in 2012, the PMDP has contributed in promoting and supporting development efforts of the country by producing 650 leaders from 135 agencies across the country.

Now as we prepare for the opening of the 16<sup>th</sup> batch of the Middle Managers Class (MMC) on **November 3, 2017**, we earnestly invite you to send in your nominations for MMC16 on or before **September 15, 2017**. We also reiterate our call for nominations for the 6<sup>th</sup> batch of Senior Executives Class (SEC) opening on **September 8, 2017**. Nominations for SEC6 will be accepted until **July 30, 2017**. Furthermore, we humbly request your office to support the persons who will be representing your institution. Your endorsement would greatly help in extending the program's reach throughout the country and upholding our thrust towards nation-building.

MMC is open to candidates who are 40 years old and below with a salary grade of 22-24 whereas the SEC is for those who are 55 years and below with a salary grade of 25 or higher. The program offers 86 days and 34 days of residential training with home breaks to qualified MMC and SEC applicants respectively. Academic equivalencies ranging from a Certificate up to Master's degree are granted by DAP to qualified individuals upon completion of program milestones.

The PMDP is overseen by an Inter-agency Steering Committee composed of the National Economic and Development Authority, Department of Budget and Management, Department of Finance, Civil Service Commission and Career Executive Service Board.

Attached is a briefer on the program for your reference. Updated nomination forms including admission guidelines may be downloaded from our website: [www.dap.edu.ph/pmdp](http://www.dap.edu.ph/pmdp). For any inquiries and coordination, please have your representative contact the PMDP secretariat through the contact information below.

We look forward to continue working with you as we build a country of hope and prosperity for all.

Truly yours,

**ATTY. ELBA S. CRUZ, PhD, MNSA**  
President and Chief Executive Officer  
Development Academy of the Philippines





**THE PMDP**

The Public Management Development Program (PMDP) is the Philippine government's response to the need for a corps of ethical, competent, committed and development-oriented officials in the bureaucracy, who will drive performance in the agencies and push the agenda for change and sustained progress. Once accepted in the Program, your agency's nominees shall have the distinct chance of learning public management from our seasoned faculty on full government scholarship.

**CURRICULUM**

A. Curriculum Phases

	<b>Middle Managers Class (MMC)</b>	<b>Senior Executives Class (SEC)</b>
Phase I	<ul style="list-style-type: none"> <li>Residential Training</li> <li>10-day Sensing Journey <i>5 months w/ 1 week monthly working breaks</i></li> </ul>	<ul style="list-style-type: none"> <li>Residential Training</li> <li>5-day Sensing Journey</li> <li>5-day Foreign Study Mission <i>4 months w/ 2 weeks monthly working breaks</i></li> </ul>
Phase II	<ul style="list-style-type: none"> <li>Re-entry Project (ReP) <i>6 months</i></li> </ul>	<ul style="list-style-type: none"> <li>Capstone Paper <i>5<sup>th</sup> month</i></li> </ul>

B. Learning Area and Module Titles

	<b>Middle Managers Class (MMC)</b>	<b>Senior Executives Class (SEC)</b>
Learning Area 1: Governance and Development	<ul style="list-style-type: none"> <li>Development Perspectives</li> <li>Philippine Governance &amp; Administrative System</li> <li>Dynamics of Social Development</li> </ul>	<ul style="list-style-type: none"> <li>Perspectives in Development</li> <li>Dynamics of Social Development</li> <li>International Governance and Policy Innovations</li> </ul>
Learning Area 2: Strategic Public Management	<ul style="list-style-type: none"> <li>Economic Applications in the Public Sector</li> <li>Public Policy Analysis</li> <li>Managing High – Performing Public Sector Organizations</li> <li>Project Development and Management</li> <li>Public Finance and Budgeting</li> </ul>	<ul style="list-style-type: none"> <li>Innovation and Strategic Management</li> <li>Applied Public Sector Economics</li> <li>Evidence-based Policy Making</li> <li>Understanding Public Finance</li> </ul>
Learning Area 3: Personal Efficacy and Leadership	<ul style="list-style-type: none"> <li>Peak Performers in the Public Sector</li> <li>Transformational Leadership</li> <li>Communication, Negotiation, Media Relations, and Diplomacy and International Relations</li> </ul>	<ul style="list-style-type: none"> <li>Peak Performance in the Public Sector</li> <li>Strategic Communications</li> <li>Strategic Negotiation and Conflict Resolution and Diplomacy and International Relations</li> </ul>

**ACADEMIC EQUIVALENCY**

Certificate of Completion of Residential Training

→ Completed residential training and passed all module requirements

Diploma in Development Management

→ Completed residential training, passed all module requirements, ReP plan or Capstone paper approved

Master in Development Management

→ Completed residential training, passed all module requirements, ReP plan approved and implemented, ReP Report approved and submitted in hard-bound copy plus collaterals required by the program



## QUALIFICATIONS

### A. Class-specific Qualifications

CLASS	AGE	SALARY GRADE
Middle Managers Class (MMC)	40 years old and below	SG 22 – 24
Senior Executives Class (SEC)	55 years old and below 46* years old and below <i>*for the uniformed personnel</i>	SG 25 and above

### B. General Qualifications

- Nominated by the Head of Agency
- At least a bachelor's degree holder
- From National Line Agencies or its attached agencies, Constitutional Offices, Legislative Branch, and Government Owned and Controlled Corporations
- Very Satisfactory or Outstanding performance rating for the past two years
- No pending administrative and/or criminal cases
- Did not go on habitual leave (maximum of 2 months/year, excluding maternity leave)
- Willing to sign a service contract minimum of one year after completing the program

## ADMISSION REQUIREMENTS

Middle Managers Class (MMC)	Senior Executives Class (SEC)
1. Updated Personal Data Sheet – CSC Form 212 <sup>1</sup>	1. Updated Personal Data Sheet – CSC Form 212 <sup>1</sup>
2. Certified True Copy of Appointment Papers (CSC Form 33) <sup>2</sup>	2. Certified True Copy of Appointment Papers (CSC Form 33) <sup>2</sup>
3. Certified True Copy of Designation Order <sup>2</sup> (if applicable)	3. Certified True Copy of Designation Order <sup>2</sup> (if applicable)
4. Original / Certified True Copy of Transcript of Records <sup>2</sup>	4. Original / Certified True Copy of Transcript of Records <sup>2</sup>
5. *PMDP Nomination Form 1-B <sup>3</sup>	5. *PMDP Nomination Form 1-A <sup>3</sup>
6. *PMDP Assessment Form 1-D <sup>4</sup>	6. *PMDP Assessment Form 1-C <sup>4</sup>
7. *PMDP Agency Screening Certification 1-F <sup>2</sup>	7. *PMDP Agency Screening Certification 1-E <sup>2</sup>
8. *Medical Certificate with Laboratory Results attached <sup>5</sup>	8. *Medical Certificate with Laboratory Results attached <sup>5</sup>
	9. Organizational Chart
	10. Copy of Passport
<sup>1</sup> To be accomplished by the nominee <sup>2</sup> To be accomplished by the Office Personnel / Administrative Officer <sup>3</sup> To be accomplished by the Head of Agency <sup>4</sup> To be accomplished by the Immediate Supervisor <sup>5</sup> To be accomplished by the Nominee and Physician *Forms can be downloaded at the PMDP website	

## SCHOLARSHIP COVERAGE

The General Appropriation Act funds the major costs of the Program. It includes:

- Accommodation
- Honoraria for Lead Resource Persons
- Workshop and Conference venue
- Meals
- Training materials

Token costs sharing by the agencies covers transportation to and from DAP Tagaytay.

