REGIONAL MEMORANDUM
No. C12 , s. 2021

CALL FOR NOMINATIONS FOR SENIOR EXECUTIVES CLASS (SEC) – BATCH 10 FOR SG 25 AND ABOVE

To: Schools Division Superintendents

1. The Development Academy of the Philippines is now accepting nominations for Senior Executives Class (SEC) Batch 10 of the Public Management Development Program (please see attachment for the admission requirements and qualifications).

2. The SEC widens the perspectives of high level officials and arms them with cutting edge tools to lead agile, digital, ethical, and future-ready organizations towards a radiant future.


4. For more details, please contact Ms. Reina Carmelita F. Young, Program Manager, Development Academy of the Philippines through Telephone Number (02) 8631-0921 or CP Number 0917-928-8623.

5. For wide dissemination.

TOLENTINO G. AQUINO
Director III
Officer-In-Charge
Office of the Regional Director

Reference: DAP Letter dated January 6, 2021
Encl: As stated
To be indicated in the Perpetual Index
under the following subjects:

PROFESSIONAL DEVELOPMENT
TRAINING PROGRAMS
WORKSHOPS
Dear Sir/Ma’am:

Good day!

We are pleased to inform you that we are still accepting nominations for Senior Executives Class (SEC) Batch 10 of the Public Management Development Program. Attached is a copy of the Call for Nominations and the list of qualifications and requirements for more information.

The admission forms can be downloaded from this link: bit.ly/PMDPSECForms. Since we have transitioned to processing all applications online, please upload e-copies of the admission requirements via bit.ly/pmdponlinesubmissionsSEC.

You may also send the hard copies of the requirements to our DAP Pasig address:

Development Academy of the Philippines
PMDP Recruitment and Admissions
DAP Bldg., San Miguel Ave., Ortigas Center, Pasig City
c/o Ms. Desiree Grace Distajo

Thank you and we look forward to receiving nominations from your agency.

Respectfully yours,

Reina Carmelita F. Young
Program Manager

Recruitment and Admissions Team
Public Management Development Program

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2 attachments

SEC Electronic CFN.jpg
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Senior Executives Class

The Senior Executives Class widens the perspectives of high level officials and arms them with cutting edge tools to lead agile, digital, ethical and future-ready organizations towards a radiant future.

IF YOU ARE

- 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
- with Salary Grade 25 or higher
- in good health

APPLY NOW!

(02) 8631-2128
8631-0921 loc. 125
0917 928 8623
0908 304 5535
pmdp.admissions
@dap.edu.ph

FOR MORE INFORMATION

pmdp.dap.edu.ph

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Development Academy of the Philippines

NGCESDP INTER-AGENCY STEERING COMMITTEE
SENIOR EXECUTIVES CLASS (SEC)

QUALIFICATIONS

- Incumbent of a permanent position with Salary Grade 25 and above (Current OICs of SG 25 and above positions for at least a year are also eligible)
- Aged 55 years old and below
- Filipino citizen
- At least a bachelor’s degree holder
- Must be in good health (no debilitating, chronic illnesses or serious health condition)
- Must have excellent communication skills (both oral and written)
- Nominated by the head of agency, Regional Directors and other officers vested with the authority to nominate
- 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
- Has no pending administrative and/or criminal case
- Did not go on habitual leave (max of 2 months/year, excluding maternity leave)
- Willing to sign a Tripartite Memorandum of Agreement with DAP and his/her agency
- Willing to render at least a year of service in his/her agency after completion of the Program through a Service Contract

ADMISSION REQUIREMENTS

1. PMDP SEC Form A – Nomination from the Head of the Agency

2. PMDP SEC Form B – Assessment by the Immediate Supervisor

3. PMDP SEC Form C – Agency Screening Certification
   (To be accomplished by the HR/Scholarship Personnel / Administrative Officer)

4. Declaration of Medical Illness/es – 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)