



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

FOR/TO : All Regional Executive Directors
All Bureau Directors-BMB, ERDB, EMB, LMB
Heads of Offices, DENR Central Office

FROM : The Assistant Secretary
Human Resource Development and Legislative Affairs

SUBJECT : ENVIRONMENTAL MANAGEMENT COURSES FOR 2019 AND 2020

DATE : APR 08 2019

The Technische Universitat Dresden-Centre for International Postgraduate Studies of Environmental Management (CIPSEM) and the German Federal Ministry for the Environment, Nature Conservation and Nuclear Safety is pleased to announce the following training programs in Germany:

Course	Course Period	Deadline for Submission
78 th UNEP/UNESCO/BMU International Short Course on Soil and Land Resources for Sustainable Development (SC78)	10 October-05 November 2019	8 April 2019
79 th International Short Course on Resource Efficiency: Circular Economy and Waste Management (SC79)	30 September 2019-16 September 2020	22 April 2019
43 rd UNEP/UNESCO/BMU International Postgraduate Course on Environmental Management for Developing Countries (EM43)	09 January to 10 July 2020	30 April 2019

In this connection, please nominate candidates with the following qualifications:

GENERAL QUALIFICATIONS:
<ol style="list-style-type: none">1. Must be between 25 and 40 years old (as of October 1, 2019), as required by the organizer;2. Must have rendered at least two (2) years of service (as permanent employee);3. Must have a college degree related to the field/study or has sufficient demonstrated ability and experience along the field study;4. Must not have a pending application for scholarship under another program;5. Must be proficient in basic computer skills;6. Must have a competent command of English both in conversation and composition; and7. Must be medically fit to undertake training; and8. Must not have participated in any scholarship program from IICA.

The nominee shall submit the following requirements to HRDS on or before the deadline specified above:

1. Nomination letter/Memorandum addressed to the Secretary by the Head of Office (Region/Bureau/Director) with statement on how the subject training complies with the minimum criteria for official travel abroad: (a) the purpose of the trip is strictly within the mandate of the requesting government official or personnel (b) The projected expenses for the trip are not excessive (c) The trip is expected to bring substantial benefits to the country and (d) the travel shall not hamper then operational efficiency of the said agency;
2. Service Record;
3. Certification from the Chief, Administrative Division stating:
 - a. That the applicant has No Pending Administrative *and/or* Criminal Case;
 - b. That the applicant has No Pending Scholarship Nomination;
 - c. That the applicant's performance ratings for two (2) immediate rating periods were at least Very Satisfactory; and,
 - d. That the applicant is physically *and* mentally fit to travel.
4. Certification of actual duties and responsibilities (including past involvement) relevant to the course signed by immediate superior;
5. Duly accomplished Personal Data Sheet (with list of in-service trainings and seminars attended);
6. Photocopy of Transcript of Records (Baccalaureate/Graduate); and,
7. Photocopy of Diploma (Baccalaureate/Graduate)

The German Federal Ministry for the Environment, Nature Conservation and Nuclear Safety shall shoulder all travel related expenses including costs of roundtrip airfare, accommodation, meals, expenses for study tours, expenses for program implementation, including materials.

The DENR Scholarship Committee (DSC) will conduct screening and selection of candidates to the said scholarship program. Should you need further information about the requirements, please communicate with the DSC Secretariat at (02) 927-9107.

Enclosed is the invitation letter for your reference.

For your information and appropriate action.


JOAN A. LAGUNDA, D.M.
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