



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

MEMORANDUM

FOR/TO : All Undersecretaries, Assistant Secretaries, Service Directors,
Project & Program Directors, and Heads of Offices
DENR Central Office

All Regional Executive Directors/Regional Directors, Bureau
Directors and Heads of Attached Agencies

FROM : The Undersecretary for Management and Technical Services

SUBJECT : **Advanced International Training Programme on Solid Waste
Management**

DATE : FEB 18 2004

The Swedish International Development Cooperation Agency (SIDA) through the NEDA Special Committee on Scholarships invites our participation in the above-mentioned training programme. The programme is composed of 2 parts: a) Part I will take place at Chalmers University of Technology in Goteborg, Dalarna University, Borlange and Northwest Scanian Recycling Company (NSR), Helsingborg, Sweden, September 9 - October 6, 2004; and b) Part II will take place in one of the participating countries in February 2005.

The main purpose of this programme is to strengthen the efficiency, competence and capacity of developing countries to manage their solid waste.

Please nominate one candidate with the following general criteria:

1. Holding position as manager in the area of solid waste handling within a national or local authority
2. Graduate of Bachelor of Science in Engineering
3. 5 years of professional experience
4. 2 years in government service
5. Permanent appointment
6. Age requirement: no age limit

SIDA shall provide participation fee, accommodation and meals. However, it will not cover the airfare to and from Sweden.

The nominee must submit the following documents to the DENR Scholarship Committee through the Human Resource Development Service not later than **February 25, 2004**:

1. Nomination letter/Memorandum addressed to the Secretary by the Head of Office
2. Service Record
3. Certification on the following which may all be stated in one certification:
 - a. no pending administrative case
 - b. salary payment while on training
 - c. nominee's attendance to the training will not affect the operation of the unit
 - d. performance rating (adjectival and numerical) for the last two rating periods
 - e. nominee has not gone abroad within the preceding 24 months or travel histories
4. Certification of actual duties and responsibilities
5. Certified photocopy of college transcript and diploma
6. If married, written consent of spouse
7. Duly accomplished Personal Data Sheet
8. Certification of person/organization to fund the cost of airfare to and from Sweden

For your information and appropriate action.


ROLANDO L. METIN