



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 Sustainable  
Agriculture in an Environmental Perspective**

DATE : **FEB 24 2004**

The Swedish International Development Cooperation Agency (SIDA) through the NEDA Special Committee on Scholarships invites our participation in the above-mentioned training programme to be held on September 6 - October 22, 2004 in Svalov, Sweden.

The training objectives are to broaden the understanding of sustainable agriculture and the benefits of such a farming system; enhance the knowledge of ecology and agro-ecosystems in order to increase the participants' awareness of environmental problems; and provide tools for inclusion of sustainability aspects in agricultural planning.

Please nominate one candidate with the following general criteria:

1. Holding position as manager or decision maker in the area of agriculture within a national or local authority
2. With a university degree or equivalent theoretical background
3. Several years of relevant 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 March 2, 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