



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

**MEMORANDUM**

**TO :** The Regional Executive Directors/Regional Directors  
DENR Regions 1-12, CAR, NCR and CARAGA  
EMB and MGB Regions 1-12, CAR, NCR and CARAGA  
Bureau Directors, Heads of Office, DENR Central Office

**FROM :** The Undersecretary  
Management and Technical Services  
and Chair, DENR Scholarship Committee

**SUBJECT :** **JAPAN INTERNATIONAL COOPERATION AGENCY (JICA)  
COURSES**

**DATE :** **MAR 01 2004**

The Japan International Cooperation Agency (JICA) invites our participation in the above training courses. In this regard, please nominate one candidate for each of the courses below:

<b>Course Title</b>	<b>Duration/Venue</b>	<b>Qualifications</b>
Environmental Management Technology in Chemical Industries	07 June to 26 July 2004	National governmental inspectors or planners or technical engineers with 5 years of practical experience in the field of environmental conservation in petrochemical and other chemical industries; 40 yrs. old and below <b>Deadline – 19 March 2004</b>
Capacity Building for Policy Makers Regarding Global Warming (Kyoto Mechanism)	14 June to 02 August 2004	Administrative officers or researchers of national government who are in charge of making and/or implementing the policies concerning Kyoto mechanism; 45 years old and below <b>Deadline - 19 March 2004</b>
Automatic Control (Basic)-Automation of Industrial Plant Equipment for Cleaner Production	05 July to 18 November 2004	Engineers with more than 4 years of occupational experience in the planning, production and maintenance of plants and machinery; 40 years old and below <b>Deadline – 23 March 2004</b>
Training on Sustainable Development of Mining	27 July to 18 November 2004	Engineers or technicians engaged in mining geology, mining, mineral processing or metallurgy; 40 years old and below <b>Deadline – 23 March 2004</b>
Research on Environmental Technology	27 July 2004 to 26 June 2005	Researchers in the field of environmental techniques; must have a masteral degree; have a research experience of more than 3 years; 40 years old and below <b>Deadline – 23 March 2004</b>
Practical Case Studies on Sustainable Forest Management	11 Aug. to 28 Nov. 2004	Technical staff in charge of forest management with more than 5 years of experience; university graduate or equivalent; 45 years old and below <b>Deadline – 12 April 2004</b>



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Forest Research II	17 Aug. to 21 Nov. 2004	Researchers of forest research organization; with more than 5 years of work experience; university graduate of equivalent; 50 years old and below <b>Deadline – 15 April 2004</b>
Forest Management Techniques	22 Aug. to 21 Nov. 2004	Technical officers or administrative officers who are engaged in related field; with more than 5 years of experience; university graduate of equivalent; 40 years old and below <b>Deadline – 19 April 2004</b>
Urban Greenery and Park Administration II	23 Aug. to 05 Nov. 2004	Supervisory administrators responsible for over-all urban greenery and park development with practical experience of at least 7 years; university graduate of equivalent; 40 years old and below <b>Deadline – 30 April 2004</b>
Seminar for ODA Loan in Environmental Improvement and Anti-Pollution Measures	29 Aug. to 18 Sept. 2004	Description to follow <b>Deadline – 10 May 2004</b>

The general criteria and requirements in the selection of your nominee are as follows:

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 of the training will not affect the operation of the unit
  - d. performance rating for the last two rating periods (January to June and July to December 2003); and
  - e. nominee has not gone abroad within the preceding 24 months or travel history.
4. Certification of actual duties and responsibilities and related experience;
5. Certified photocopy of college transcript and diploma;
6. If married, written consent of spouse; and
7. Duly accomplished Personal Data Sheet.

Submit the names of your nominees together with the required papers (through the HRDS Director) on or before the deadlines specified above. .

For your action.

  
ROLANDO L. METIN