



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM FROM THE SECRETARY

TO : All DENR Officials and Employees

SUBJECT : **AMENDING MEMORANDUM DATED AUGUST 13, 1999
RE: POLICY ON SELF – SOLICITATION AND DIRECT
NOMINATION OF PERSONNEL FOR FOREIGN
SCHOLARSHIP, TRAINING, SEMINARS, FELLOWSHIPS,
AND SIMILAR ACTIVITIES**

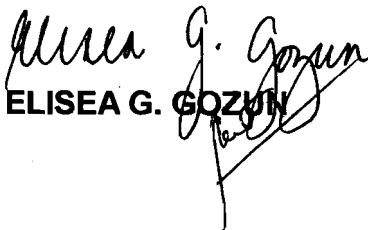
DATE : JAN 12 2004

To afford wider opportunities for professional development of DENR employees through foreign scholarship, training, seminar, fellowship and other similar opportunities, the policy disallowing self-solicitation is hereby **LIFTED**. However the following should be observed:

1. The travel does not entail expenses on the part of the government, except allowable pre-travel expenses;
2. The Scholarship Committee (SC) is informed of the actions from the start of solicitation;
3. The SC is updated in writing on the progress of application; and
4. When accepted, all documents are forwarded to the Scholarship Committee duly indorsed by the Head of Office, for the signature of nomination by the Secretary.

The above requirements have to be met to facilitate issuance of travel authority. Nomination not signed by the Secretary shall not be issued travel authority or clearance to travel to the Office of the President.

For strict compliance.


ELISEA G. GOZUN