



Department of Environment and Natural Resources
 Visayas Avenue, Diliman, Quezon City, 1100
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 929-66-20 • 929-66-33 to 35
 929-70-41 to 43

MEMORANDUM

UMTS-2004 09.435

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
 The Director, Environmental Management Bureau (EMB)

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

SUBJECT : **JAPANESE GRANT AID FOR HUMAN RESOURCE DEVELOPMENT SCHOLARSHIP (JDS)**

DATE : **SEP 27 2004**

The Japanese Grant Aid for Human Resource Development Scholarship (JDS) invites our participation in the above training course. In this regard, please nominate one candidate each for the courses below.

Course Title	Duration/Venue	Qualifications
Master in Economics	For two (2) years starting academic year 2005	BS Degree related to the field of study; 35 years old and below
Master in Public Administration	For two (2) years starting academic year 2005	BS Degree related to the field of study; 35 years old and below
Master in Information and Communication Technology	For two (2) years starting academic year 2005	BS Degree in ICT or its equivalent; 35 years old and below

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. Must hold a permanent position; 2 years in government service
3. Service Record;
4. 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 (July to December 2003 and January to June 2004). and
 - e. nominee has not gone abroad within the preceding 24 months or travel history.
5. Certification of actual duties and responsibilities and related experience;
6. Certified photocopy of college transcript and diploma;
7. If married, written consent of spouse; and
8. Duly accomplished Personal Data Sheet.

Submit the names of nominees together with the required papers (through the HRDS Director) not later than 15 October 2004. We have attached the checklist of application documents to be submitted. Application forms can be downloaded through internet (<http://www.jice.org/english/>).

For your action.


ROLANDO L. METIN

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