



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

MEMORANDUM FROM THE UNDERSECRETARY

FOR/TO : The Undersecretaries, Assistant Secretaries
All Heads of Offices, DENR Central Office
All Regional Executive Directors
All Regional Directors
All Bureau Directors
All Heads of Attached Agencies

SUBJECT : **Submission of Applications for DENR Local Scholarship
Program Award SY 2006-2007**

DATE : **AUG 15 2005**

The DENR wishes to announce that applications by DENR personnel for local scholarship grants for SY 2006-2007 will be accepted up to 31 December 2005. Applicants are encouraged to apply for Physical Science Courses (e.g. graduate program in geology, geodetic engineering, land use and spatial planning, water management, environmental engineering, etc.), Biological Sciences (e.g. biotechnology, forest management, wildlife management and environmental science/management, etc). Interested applicants should submit the following documents to the Chair, Scholarship Committee thru the Director, Human Resource Development Service. (Previous applicants must re-submit applications with updated documents.)

1. Application letter, addressed to the Chair, DENR Scholarship Committee thru the Local Scholarship Unit (Regions or Bureaus or Attached Agencies) and the Head of the Office (CENRO or PENRO or the RED/RD, in the case of field personnel/applicants.) For Bureau and Central personnel submit through the Director or Head of Office
2. Personal Data Sheet
3. Transcript of scholastic records
4. Two (2) passport size photos
5. Certificate of admission from an accredited school
6. Copy of performance evaluation (PES) for the last two (2) consecutive rating periods
7. Certificate of good moral character from immediate supervisor
8. Medical clearance
9. Certification from immediate supervisor that the study leave will not hamper the operations of the unit.
10. Certification that the applicant has no pending administrative or criminal case
11. Service Record
12. A duly certified time frame within which to finish the course from the school where he/she intends to enroll.

For your information and dissemination.


ARMANDO A. DE CASTRO