



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

MEMORANDUM FROM THE UNDERSECRETARY

FOR/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
Heads of Attached Agencies-NAMRIA and LLDA

SUBJECT : **THE NETHERLANDS FELLOWSHIP PROGRAMME (NFP) TRAINING COURSES**

DATE : **DEC 15 2005**

The Netherlands Fellowship Programme invites our participation in the above training courses. In this regard, please nominate one candidate each for the courses below.

Course Title	Duration/Venue	Qualifications
Facilitating Multi-Stakeholders Processes and Social Learning: Advanced Course in Upscaling Participatory Approaches	Sept. 11-30 2006, The Netherlands	BSc. Degree or equivalent; with five years experience related to the subject matter of the course; 40 years old and below for male, 45 years old and below for female; Deadline 03 Jan. 2006
Interactive Forest and Natural Policy in Practice: Managing Multi-Stakeholders Learning in Sector Wide Approaches and National Forest Programme	27 Nov. to 08 Dec. 2006, The Netherlands	BSc. Degree or equivalent; with five years experience related to the subject matter of the course; 40 years old and below for male, 45 years old and below for female; Deadline 03 Jan. 2006

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

9. Nomination letter/Memorandum addressed to the Secretary by the Head of Office;
10. Service Record
11. 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 2005);
 - e. nominee has not gone abroad within the preceding 24 months or travel history;
 - f. Must be permanent employees
12. Certification of actual duties and responsibilities and related experience;
13. Certified photocopy of college transcript and diploma;
14. If married, written consent of spouse;
15. Duly accomplished Personal Data Sheet; and
16. **Permanent employees only**

Submit the name of nominee together with the required papers to this office (through the HRDS Director) not later than the deadline specified.

For your action.


ARMANDO A. DE CASTRO