



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

MEMORANDUM

FOR/TO : The Undersecretaries, Assistant Secretaries, Heads of Offices/Units
Heads of Attached Agencies
The Regional Executive Directors/Regional Directors
DENR Regions 1-12, CAR, NCR and CARAGA
EMB and MGB Regions 1-12, CAR, NCR and CARAGA
All Bureau Directors

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

SUBJECT : **COURSES UNDER THE DEPARTMENT OF TECHNICAL AND
ECONOMIC COOPERATION OF THE ROYAL THAI GOVERNMENT
(DTEC/RTG) PROGRAMME**

DATE : **JAN 27 2005**

The Department of Technical and Economic Cooperation of The Royal Thai Government (DTEC/RTG) Programme invites our participation in the training courses scheduled in CY 2005. In this regard, please nominate one candidate for each of the following courses:

Course Title	Duration/Venue	Qualifications
Environmental Toxicology	For two (2) weeks starting July 2005	University graduate or have an equivalent background in natural science, fisheries, environmental science, marine science, environmental engineering, environmental health science and social science; 40 years old and below; Deadline: 01 March 2005
Integrated Coastal Zone Management	21 Aug. to 23 Sept. 2005	University graduate with background in chemistry, biological sciences, medicine or engineering, 55 years old and below; Deadline: 01 March 2005

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 2004); 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.
8. Relevance of the course applied for to the present duties and responsibilities and functions of office.

Please submit the names of nominees together with the required papers (through the HRDS Director) not later than on the dates specified above.

For your action.


ARMANDO A. DE CASTRO