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SEP 27 2021

**MEMORANDUM**

**FOR/TO :** **The Regional Executive Directors**  
NCR, Regions 1-13

**The Directors**  
Ecosystems Research and Development Bureau  
Biodiversity Management Bureau

**FROM :** **The Assistant Secretary**  
Administration and Human Resources

**SUBJECT :** **INVITATION TO NOMINATE QUALIFIED APPLICANTS TO THE  
7TH CYCLE OF THE PROFESSIONAL MASTERS IN TROPICAL  
MARINE ECOSYSTEMS MANAGEMENT (PM-TMEM)**

The University of the Philippines-Marine Science Institute (UP-MSI) is already accepting applications for the 7th Cycle of the Professional Masters in Tropical Marine Ecosystems Management (PM-TMEM).

PM-TMEM is an accelerated program uniquely designed for professionals engaged in the management and governance of tropical marine ecosystems. Students of PM-TMEM get the distinctive benefit of a highly integrative and transdisciplinary teams of faculty, lecturers and resource persons, including local and international experts. The program follows a modular, sequential approach that can be completed in 1.5 years in a work-study scheme. It is offered by UP, through the unique collaboration of three constituent units (CUs), combining the expertise and vast experience of well-established programs of the following academic institutions: (i) UP Diliman's MSI, College of Science; (ii) UP Los Baños' Graduate School, College of Forestry and Natural Resources, and School of Environmental Science and Management; and (iii) UP Visayas' Institute of Fisheries Policy and Development Studies, College of Fisheries and Ocean Sciences.

Please nominate applicant/s who possess/es the following eligibility requirements set by the DENR/BMB and UP/MSI:

1. Must be holding a permanent position for at least two years at the time of application, with minimum of two years work experience preferably from the 33 Marine Protected Areas (MPA) Sites under the National Integrated Protected Areas Systems, including Verde Island Passage (VIP) Marine Corridor and/or other relevant TMEM/coastal resource management;
2. Have obtained performance ratings of at least Very Satisfactory for the last two consecutive rating periods;
3. Performing duties and responsibilities relevant to the field of study;
4. Have rendered the required service obligation for a scholarship previously enjoyed;
5. Have not availed any scholarship (local and foreign) in the past two years prior to the awarding of grant;
6. Must be willing to conduct a master's thesis aligned to the priority programs of the Department or related topics to be identified/approved by the DENR;
7. Must be willing to sign a Scholarship Service Contract and shall serve the DENR with the corresponding period of service obligation;

8. Must not be a delinquent scholar;
9. In good mental and physical health; and
10. Must not withdraw from the Program once selected.

Qualified applicants shall submit the following requirements to Career Development Division-HRDS **not later than 15 October 2021**:

1. Memorandum addressed to the Chair of the Human Resource Development Committee (HRDC), attention HRDC Secretariat to be endorsed by Head of Office and concurred by Supervising Undersecretary/Assistant Secretary;
2. Resolution from HRDC Counterpart recommending the nomination of the applicant;
3. Updated Service Record;
4. Certification from the Director supervising human resources/Assistant Regional Director for Management Service/Assistant Director (Region/Bureau/Attached Agency) stating that the applicant:
  - a. has No Pending Administrative and/or Criminal Case;
  - b. has No Pending Scholarship Nomination;
  - c. performance ratings for two immediate rating periods were at least Very Satisfactory;
  - d. has not been a delinquent scholar from a previous scholarship grant;
  - e. has rendered and completed the service obligation required under the previous scholarship; and
  - f. physically *and* mentally fit to study.
5. Certification of actual duties and responsibilities (including past involvement) relevant to the course signed by immediate superior;
6. Updated Personal Data Sheet, with work experience sheet, duly signed by authorized person administering oath; and
7. Self-Certification of non-withdrawal from the Program once selected.

Based on the previous PM-TMEM Scholarship from Cycle 1 to Cycle 6, Regions VIII and X have no scholarship grant for this program. In this regard, the DENR encourages those Regions who have not yet been granted or have low volume of accepted/graduated scholars to apply for scholarship.

The DENR HRDC shall screen and select qualified applicants to the program. Selected applicants will be notified and endorsed to the UP-MSI to proceed with the application/admission process, final acceptance to the program to the UP Campus nearest their office and submit the following documentary requirements to UP-MSI:

1. Letter of intent by the applicant addressed to the UP-MSI Director, Dr. Laura T. David, Graduate Office, College of Science, UP Diliman;
2. Official transcript of records from all colleges/universities attended;
3. Certified copies of diplomas or certificate of graduation;
4. Birth Certificate from Philippine Statistics Authority;
5. Comprehensive Curriculum Vitae;
6. Two recommendation letters in a sealed envelope; and
7. Accomplished application form.

For further inquiries, please communicate with the DENR HRDC Secretariat at [hrdcs2020@gmail.com](mailto:hrdcs2020@gmail.com) and telephone no. (02) 8927-9107 and VOIP 1063.

For information and appropriate action.

  
RUTH M. TAWANTAWAN, CESO II