

Republic of the Philippines  
**Department of Environment and Natural Resources**

Visayas Avenue, Diliman, Quezon City, 1128  
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OCT 14 2021

**MEMORANDUM**

**FOR :** **The DENR Regional Executive Director**  
National Capital Region (NCR)  
Regions 1, 2, 3, 4A, 4B, 6, 7, 11, 12, 13

**FROM :** **The Director**  
Foreign-Assisted and Special Projects Service

**SUBJECT :** **LEARNING EVENT ON ADVANCED COURSE ON PROJECT  
MANAGEMENT: MANAGING PROJECT RISKS**

In line with the oversight functions of the Foreign-Assisted and Special Projects Service (FASPS) of ensuring the effective and efficient implementation and management of foreign-assisted and locally-funded special projects (FASPs), may we request your office to nominate qualified staff to participate in the online Learning Event on **Advanced Course on Project Management: Managing Project Risks**. The learning event aims to build competencies of DENR technical personnel from Regions/Field Units on: (i) creating strategic decisions; (ii) problem solving; (iii) leading change; (iv) and addressing risks scenarios. The Special Order for the said learning event is in process

This is a five (5)-day learning event to be conducted in two (2) batches with twenty-five (25) participant-learners in each batch and to be conducted online through Zoom App on **November 16-19, 2021 and November 22 -26, 2021**. It will be implemented in collaboration with the Development Academy of the Philippines through a Memorandum of Agreement (MOA), which is now for signature of DAP and DENR. The intended of participant-learners are those from Regions/Field Units that have at least five (5) on-going foreign-assisted and locally-funded special projects (FASPs). The Special Order authorizing the conduct of the learning event and number of participant-learners is in process (see attached proposed Special Order.)

We appreciate receiving your endorsement of your nominated participants (primary and alternate) **not later than 30 October 2021**. Nominees (primary and alternate) shall fill-out the pre-registration form provided in the link <https://bit.ly/projectrisks2021> for us to monitor that the required number of participant-learners for each batch had been met. For further details and any clarifications, you may contact **Mr. Rolando Carbon** through tel. no. (632)89268052/CP no. 09666753009 or email address [rollyc0428@gmail.com](mailto:rollyc0428@gmail.com)/[rbcarbon@denr.gov.ph](mailto:rbcarbon@denr.gov.ph).

For your appropriate action.

  
**WILFREDO J. OBIEN**

MEMO NO. 2021 - 706

Foreign-Assisted and Special Projects Service  
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**SPECIAL ORDER**

No. 2021 - \_\_\_\_\_

**SUBJECT: AUTHORIZING THE CONDUCT OF THE LEARNING EVENT ON ADVANCED COURSE ON PROJECT MANAGEMENT – MANAGING PROJECT RISKS**

In the interest of the service and in order to capacitate current and potential Project Managers, DENR technical personnel at the Central Office, Bureau, Region/Field Units who are involved and may be involved in project implementation and management of foreign-assisted and locally-funded special projects of the Department, the conduct of the Learning Event on Advanced Course on Project Management – Managing Project Risks is hereby authorized to be conducted through online platform.

The Regions/Field Units and Bureaus that have at least five (5) on-going foreign-assisted and locally-funded special projects (FASPs) and those from Central Offices (FASPS and PPS) that have oversight functions over these projects is authorized to send the following number of participant-learners:

<b>CENRALOFFICE/BUREAU/REGION</b>	<b>REQUIRED NO. OF PARTICIPANT-LEARNERS</b>
<b>FIRST BATCH (25) – November 15-19, 2021</b>	
Project Management Division, FASPS	1
Policy and Planning Service (PPS)	1
Forest Management Bureau (FMB)	1
Biodiversity Management Bureau (BMB)	1
Environmental Management Bureau (EMB)	1
DENR Region 1	3
DENR Region 2	3
DENR Region 3	3
DENR Region 4A	3
DENR Region 7	3
DENR Region 11	2
DENR Region 12	3
<b>SECOND BATCH (25) – November 22-26, 2021</b>	
Project Monitoring and Evaluation Division, FASPS	1
Policy and Planning Service (PPS)	1
Forest Management Bureau (FMB)	2
Biodiversity Management Bureau (BMB)	2
Environmental Management Bureau (EMB)	1
DENR NCR	3

<b>CENRALOFFICE/BUREAU/REGION</b>	<b>REQUIRED NO. OF PARTICIPANT-LEARNERS</b>
DENR Region 3	2
DENR Region 4B	3
DENR Region 6	3
DENR Region 7	2
DENR Region 11	2
DENR Region 13	3
<b>Grand Total (batch 1 &amp; 2)</b>	<b>50</b>

The learning event will be implemented in two (2) batches and in collaboration with the Development Academy of the Philippines (DAP) through a Memorandum of Agreement (MOA). The DAP-Sustainable Human Development Program (SHDP) shall administer and facilitate the training and workshop activities including documentation and assessment of individual performance of the participant-learners. The Foreign-Assisted and Special Projects Service (FASPS) and the Human Resources Development Service (HRDS) shall provide administrative and secretariat support in the implementation of said activity.

Expenses relative to the implementation of the said learning event including supplies and material, food, transportation, internet connection (wifi) and other incidental expenses shall be charged against funds of respective offices except expenses to be shouldered by the DAP, subject to the usual accounting and auditing rules and regulations.

The Director for Foreign Assisted and Special Projects Service is hereby authorized to issue an advisory should there be changes in the date and online platform for the said learning event. A report shall be submitted to the undersigned within fifteen (15) days after the conduct of the two batches.

This order shall take effect on the dates specified herein.


**ATTY. ERNESTO D. ADOBO, JR., CESO I**  
Undersecretary for Legal, Administration, Human  
Resources, and Legislative Affairs

# Learning Event on Project Management: Managing Project Risks

Zoom Link: (Will be emailed to your registered email address)

\*\*\*\*\* PRE-REGISTRATION FORM \*\*\*\*\*

Please fill in correctly.

 **rollyc0428@gmail.com** (not shared) [Switch account](#)



\* Required

## Nominee Category \*

We asked your supervisor to nominate an alternate in case the first one ("primary") cannot participate in the event. Please tell us which one of the following accurately describes you.

- Primary
- Alternate

## First Name \*

Your answer



## Middle Name \*

Your answer

Last Name \*

Your answer

Suffix

Your answer

Email Address \*

Your answer

Phone Number \*

Your answer

Office (Service/ Bureau/ Regional Office/ PENRO/ CENRO) \*

Your answer



Division - Section - Unit \*

Your answer

Position/ Designation \*

Your answer

FASPs Involvement \*

What foreign-assisted and special projects were you or have you been involved in? Put "None" in case that is so.

Your answer

Preferred Batch \*

- Batch 1: November 15-19, 2021
- Batch 2: November 22-26, 2021

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