



SEP 05 2022

MEMORANDUM

FOR : **The Regional Executive Directors**
DENR Regions I, II, III, CALABARZON and CAR

FROM : **The OIC, Director**
Human Resource Development Service

SUBJECT : **BRIEFING FOR THE ENVIRONMENT AND NATURAL RESOURCES (ENR) SUPERVISORY COURSE FIELD OFFICE ENGAGEMENT**

The Human Resource Development Service (HRDS) through the Training and Development Division (TDD), is conducting the Environment and Natural Resources (ENR) Academy Supervisory Course from 14 August – 28 September 2022 at ENR Academy, Carranglan, Nueva Ecija. It aims to continuously train the frontline supervisors and equip them with necessary perspectives, experiences, attitude, knowledge, and skills (PEAKS). Further, it will support their continuous professional and personal growth and at the same time, help them achieve their individual career path in the Department.

Part of the requirements of the Course is **Field Office Engagement (FOE)** wherein participants shall be assigned to different CENR Offices from 12 - 23 September 2022, for shadowing and mentoring of the host CENROs. FOE aims to expose the learners to actual duties/functions of a CENRO and provide them opportunity to apply the learning gained from the lectures. Moreover, it will enhance their functional, organizational and leadership competencies of as potential CENR Officers.

In this regard, we are providing you the list of learners and the corresponding CENR Offices and Officers who shall serve as Mentee and Mentors in the implementation of FOE.

Learner	CENR Officer	CENR Office
Tito C. Taripe	Leandro L. de Jesus	CENRO Baguio
Ariel L. Laguna	John T. Langbis	CENRO Alfonso Lista
Melvin L. Lalican	Imelda B. Casiwan	CENRO Tabuk
Beverly Lyneth C. Salvan	Gilbert G. Mangliwan	CENRO Paracelis
Marie Belle A. Igmtat	Manuel P. Magkachi	CENRO Lamut
Alejandro D. Maranan	Frank Vincent D. Danglose	CENRO Central Pangasinan
Teodulo B. Saños	Chester O. Casil	CENRO Western Pangasinan
Jeffrey P. Francisco	Rico G. Biado	CENRO Eastern Pangasinan
Janeth R. Salazar	Antonio A. Ridulme	CENRO Northern Ilocos Sur
Maritess D. Jocson	Danilo P. Manoloto	CENRO Southern Ilocos Sur
Cesar F. Tolenada	Rosalia S. Pungtilan	CENRO Central, South and Eastern Ilocos Norte

Leonila L. Rosales	Aida S. Adap	CENRO Alcala
Crisostomo E. Badeo, Jr.	Dionicio C. Deundo	CENRO Cabagan
Donaver M. Guevarra	Diosdado B. Contillo	CENRO Cauayan
Noralyn G. Piano	Rolando A. Siggayo	CENRO Naguilian
Ruel O. Ladaga	Edmundo S. Malupeng	CENRO San Isidro
Dennis A. Juab	Lensy F. Bunuen	CENRO Aritao
Nova Lee P. Rodriguez	Jecelyn S. Baes	CENRO Dinalupihan
Olga O. Arzadon	Dennis P. Vergara	CENRO Baliwag
Franklin M. Lebrilla	Rolly DC. Mulato	CENRO Guiguinto
Maria Melissa L. Endangan	Artemio P. Almazan, Jr.	CENRO Cabanatuan
Alexander E. Mancio	Florencio Lalu	CENRO Muñoz
Marilyn M. Racoma	Isagani V. Manalili	CENRO Capas
Elmer B. Hermosa	Venerando U. Garcia	CENRO Sta. Cruz
Lorna B. Villaflor	Isagani Q. Amatorio	CENRO Calaca
Celso B. Almazan	Allan Willard M. Estillo	CENRO Lipa
Joy C. Ologuin	Cyril A. Coliflores	CENRO Tayabas
Mary Ann A. Baldove	Joselito D. Barros	CENRO Calauag
Gilbert R. Dragas	Ramil J. Gutierrez	CENRO Catanauan

In the end, learners are required to prepare and present their individual FOE Terminal Report based on their experiences and insights during their stint at their respective assignments. In order to provide more details on the matter, may we invite the abovementioned CENRO Officers for a briefing on their roles and responsibilities as Mentors on 7 September 2022, 09:30 AM via Zoom Meeting Application with the following details:

Meeting ID: 916 0587 3249
Passcode: enrascof

The assigned mentors may contact Ms. Jesah Lou Cabañero of HRDS-TDD at 8426-3852 or 1065 (VoIP) or thru email at emdsection.tdd@gmail.com, for further queries and clarifications.

For consideration.


MIRIAM M. MARCELO



ENVIRONMENT AND NATURAL RESOURCES (ENR) ACADEMY
SUPERVISORY COURSE

Field Office Engagement Briefer

The Environment and Natural Resources Academy Supervisory Course was crafted to support the Departments' need to develop a strong pool of potential CENROs in order to ensure continuity of leadership and excellent public service in the field offices.

The Course is divided into three parts:

- i. Face-to-face sessions, workshops, and other related activities
- ii. Field Office Engagement (FOE)**
- iii. Community Service and Service Excellence Way Forward

Field Office Engagement (FOE)

Rationale

The FOE is designed to immerse the participants in a Community Environment and Natural Resources Office (CENRO) or in a Field Office relevant to their roles as potential managers in the attempt to learn various technical, leadership and managerial competencies.

Objectives

At the end of Ten (10) days Field Office Engagement, learners are expected to:

1. Expose to actual duties/functions of a CENR Officer.
2. Apply learning gained from the lectures/sessions, workshops and relevant activities.
3. Identify and differentiate various management and leadership styles, as well as office cultures that they may apply in their respective offices.

Identification/Selection of CENR Office Host/Mentor

The Training and Development Division initiated and facilitated an online meeting with the Chiefs of Administrative Division and Human Resource Development Section of the Regional Offices from Cordillera Administrative Region, Regions I, II, III and CALABARZON.

During the meeting, TDD presented the background of the Supervisory Course and the necessary preparations for its Field Office Engagement (FOE) component in collaboration with selected Regional Offices in Luzon.

The highlights of the discussion focused on the identification of potential CENR Offices and Officers as Hosts and Mentors during FOE. In addition, administrative and logistical matters were also discussed and finalized.

As a result, the Chiefs of Administrative Division of Regional Offices recommended the following CENR Offices to be the CENRO Hosts of the Mentees based on the geographical location/proximity, accessibility to internet/mobile data connection, and COVID-19 status:

Cordillera Administrative Region

1. CENRO Baguio
2. CENRO Alfonso Lista
3. CENRO Tabuk
4. CENRO Paracelis
5. CENRO Lamut

Region I

1. CENRO Central Pangasinan
2. CENRO Western Pangasinan
3. CENRO Eastern Pangasinan
4. CENRO Northern Ilocos Sur
5. CENRO Southern Ilocos Sur
6. CENRO Central, South and Eastern Ilocos Norte

Region II

1. CENROAlcala, Cagayan
2. CENRO Cabagan, Isabela
3. CENRO Cauayan, Isabela
4. CENRO Naguilian, Isabela
5. CENRO San Isidro, Isabela
6. CENRO Aritao, Nueva Vizcaya

Region III

1. CENRO Dinalupihan
2. CENRO Baliwag
3. CENRO Guiguinto
4. CENRO Cabanatuan City
5. CENRO Muñoz
6. CENRO Capas

CALABARZON

1. CENRO Sta. Cruz
2. CENRO Calaca
3. CENRO Lipa
4. CENRO Tayabas
5. CENRO Calauag
6. CENRO Catanauan, Quezon

FOE Mentee/Mentor Assignments

The Mentee and CENRO Host/Mentor assignments was done through a manual randomizer. Below is the result of the Mentee/Mentors assignment:

Region	CENR OFFICE	CENRO MENTOR	MENTEE
CAR	CENRO Baguio	Leandro L. de Jesus	Tito C. Taripe
CAR	CENRO Alfonso Lista	John T. Langbis	Ariel L. Laguna
CAR	CENRO Tabuk	Imelda B. Casiwan	Melvin L. Lalican
CAR	CENRO Paracelis	Gilbert G. Mangliwan	Beverly Lyneth C. Salvan
CAR	CENRO Lamut	Manuel P. Magkachi	Marie Belle A. Igmtat
Region I	CENRO Central Pangasinan	Frank Vincent D. Danglose	Alejandro D. Maranan
Region I	CENRO Western Pangasinan	Chester O. Casil	Teodulo B. Saños
Region I	CENRO Eastern Pangasinan	Rico G. Biado	Jeffrey P. Francisco
Region I	CENRO Northern Ilocos Sur	Antonio A. Ridulme	Janeth R. Salazar
Region I	CENRO Southern Ilocos Sur	Danilo P. Manoloto	Maritess D. Jocson
Region I	CENRO Central, South and Eastern Ilocos Norte	Rosalia S. Pungtilan	Cesar F. Tolenada
Region II	CENROAlcala, Cagayan	Aida S. Adap	Leonila L. Rosales
Region II	CENRO Cabagan, Isabela	Dionicio C. Deundo	Crisostomo E. Badeo, Jr.
Region II	CENRO Cauayan, Isabela	Diosdado B. Contillo	Donaver M. Guevarra
Region II	CENRO Naguilian, Isabela	Rolando A. Siggayo	Noralyn G. Piano
Region II	CENRO San Isidro, Isabela	Edmundo S. Malupeng	Ruel O. Ladaga
Region II	CENRO Aritao, Nueva Vizcaya	Lensy F. Bunuen	Dennis A. Juab
Region III	CENRO Dinalupihan	Jecelyn S. Baes	Nova Lee P. Rodriguez
Region III	CENRO Baliwag	Dennis P. Vergara	Olga O. Arzadon
Region III	CENRO Guiguinto	Rolly DC. Mulato	Franklin M. Lebrilla
Region III	CENRO Cabanatuan City	Artemio P. Almazan, Jr.	Maria Melissa L. Endangan
Region III	CENRO Muñoz	Florencio Lalu	Alexander E. Mancio
Region III	CENRO Capas	Isagani V. Manalili	Marilyn M. Racoma
CALABARZON	CENRO Sta. Cruz	Venerando U. Garcia	Elmer B. Hermosa
CALABARZON	CENRO Calaca	Isagani Q. Amatorio	Lorna B. Villaflor

CALABARZON	CENRO Lipa	Allan Willard M. Estillore	Celso B. Almazan
CALABARZON	CENRO Tayabas	Cyril A. Coliflores	Joy C. Ologuin
CALABARZON	CENRO Calauag	Joselito D. Barros	Mary Ann A. Baldove

Schedule of Field Office Engagement

Week 1: Shadowing
 Week 2: Interim CENRO

Day	Date	Activity/ies
0	10-11 Sep	Travel to respective FOE assignments
1	12-Sep	Meeting with the Host CENRO
2	13-Sep	Introduction to Office/Employee Assignments
3	14-Sep	Actions on Forestry Matters
4	15-Sep	Biodiversity
5	16-Sep	Land
6	17-Sep	Self-Development Day
7	18-Sep	Self-Development Day
8	19-Sep	Mining
9	20-Sep	Environment
10	21-Sep	Exercise of Leadership/Managerial Competencies
11	22-Sep	Wrap-up and Assessment
12	23-Sep	Travel to DENR Central Office
13	24-25 Sep	FOE Terminal Report Writing
14	26-Sep	Effective Speaking and Presentation Skills
15	27-Sep	FOE Terminal Report Presentation Closing Program
16	28-Sep	Homebound

After the FOE, all learners shall travel to Metro Manila for the preparation and presentation of their Field Office Engagement Terminal Report.

The Course shall conclude on 28 September 2022.