



Republic of the Philippines  
**Department of Environment and Natural Resources**  
Visayas Avenue, Diliman, Quezon City  
Tel Nos. 929-6626 to 29; 929-6633 to 35  
Website: <http://www.denr.gov.ph> / E-mail: [web@denrgov.ph](mailto:web@denrgov.ph)

**MEMORANDUM**

OCT 0 2022

**FOR : All Regional Executive Directors**  
DENR Regions 1-13 & CAR

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

**SUBJECT : ENVIRONMENT AND NATURAL RESOURCES ACADEMY**  
**FOREST RANGER COURSE FOR NON-FORESTRY**  
**GRADUATES**

The Training and Development Division (TDD) of the Human Resource Development Service (HRDS) will be conducting a Forest Ranger Course for Non-Forestry Graduates on 23-31 October 2022 at the ENR Academy, R.A. Padilla, Carranglan, Nueva Ecija.

The Course aims to capacitate the Department's forest rangers and forest technicians who are non-forestry graduates with technical and personal skills to effectively and efficiently carry out a wide-ranging job in what can often be challenging circumstances in protecting the environment and conserving the country's natural resources.

In order to identify qualified candidates for the said course, we would like to request a complete list of your personnel with the following qualifications:

<b>Qualifications</b>	<b>Descriptions</b>
Forest Ranger/Forest Technician	He/She holds a permanent position of Forest Ranger or Forest Technician and performs duties and responsibilities of a the above titles.
Physically fit to undergo training	He/She is physically able to attend training and participate in all its activities as certified by a government physician.

Please email the said list using the attached format on or before 11 October 2022 to Human Resource Development Service – Training and Development Division (HRDS-TDD) at [hrds-tdd@denr.gov.ph](mailto:hrds-tdd@denr.gov.ph). Should you have further queries regarding this matter, you may contact HRDS-TDD at (02) 8426-3852 / IP loc. 1065-66. You may also reach Mr. Karl Bartolata, Jr. at 09156067715 or Jenifer Santelices at 09267214880.

For information and appropriate action.

  
**MIRIAM M. MARCELO**



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REGION: \_\_\_\_\_

No.	Name (Surname, First Name, M.I.)	Plantilla Position	Salary Grade	Position/ Designation	Place of Assignment	Date of Birth (mm/dd/yy)	Age	Educational Attainment (state the degrees)	No. of years in Government Service	Actual Duties and Responsibilities
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

Prepared by:

Reviewed by:

Approved by:

Chief, Human Resource Development Section

Chief, Administrative Division

Assistant Regional Director  
Management Services