



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@denr.gov.ph

OCT 11 2022

MEMORANDUM

FOR All Regional Executive Directors
DENR Regions 1-13, CAR & NCR

FROM The OIC, Director
Human Resource Development Service

SUBJECT ENVIRONMENT AND NATURAL RESOURCES (ENR) ACADEMY
MANAGEMENT COURSE CLASS OF 2022

The Training and Development Division (TDD) of the Human Resource Development Service (HRDS) will be conducting the Environment and Natural Resources (ENR) Academy Management Course Class of 2022 this coming November at the ENR Academy, R.A. Padilla, **Carranglan**, Nueva Ecija.

The Course aims to continuously train qualified employees especially frontline managers (incumbent/designated **PENROs** or **CENROs**) and equip them with the necessary perspectives, experiences, attitude, knowledge, and skills (**PEAKS**). This will not only improve their **technical/functional** expertise, but will also serve as an opportunity to enhance the managerial and leadership competencies, thus making them well-rounded ENR managers who can be trusted with high level decision making.

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:

Qualifications	Descriptions
Occupying Salary Grades 18-26, preferably incumbent/designated CENR/PENR Officers or Division Chiefs for NCR	He/She is an incumbent/seating CENR and PENR Officer and Division Chief for NCR (either full-fledged or designated) and holds a position with Salary Grade of 22-25.
Master's Degree holder or LLB/Juris Doctor graduate	He/She must be a graduate of at least any master's degree and/or LLB/Juris Doctor. Submission of a diploma shall be a pre-requisite for consideration.
Have not yet attended any of the following ENR Academy Courses: Specialized Courses, CENR Management Course (CENRMC), Resource Management Course (RMC), UP Program for Environmental Governance (UPPEG)	He/She is not a graduate of any ENR Academy Courses or related trainings conducted HRDS-TDD and its partner (UPPEG).
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 **14 October** 2022 to the Human Resource Development Service - Training and Development Division (HRDS-TDD) at 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 either For. Wilson E. Henson, Chief, Training and Development Division at mobile number 09178648756 or Mr. Karl Bartolata, Jr. at 09178183655.

For consideration.

M. M. M.
MIRIAM M. MARCELO



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REGION: _____

No.	Name			Salary Grade	Plantilla Position	Designation	Place of Assignment	Date of Birth			Age	Educational Attainment (state in degrees)	Date of original appointment in government service	Actual Duties and Responsibilities
	Surname	First Name	M.I.					mm	dd	yyyy				
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 Service