



Republic of the Philippines
Department of Environment and Natural Resources
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MEMORANDUM

NOV 22 2022

TO : All Service Directors
All Regional Executive Directors
All Bureau Directors

Heads of Offices
RBCO, MBCO, PRCMO

FROM : The Undersecretary
Legal, Administration, Human Resources and Legislative Affairs

SUBJECT : SUBMISSION OF LEARNING AND DEVELOPMENT PLAN
IMPLEMENTATION MATRIX FOR FY 2023-2025

To guarantee the alignment of L&D activities with the competency-based system, mandates and priority programs of the Department, all bureaus and regional offices shall submit the three-year Learning and Development (L&D) Plan Implementation Matrix for FY 2023-2025 to the Human Resource Development Service in accordance to item 8.2.1 of the Operational Guidelines on the Preparation of Work and Financial Plans (WFP) for Fiscal Year (FY) 2023.

A Competency-Based medium-term (three-year) L&D plan is required to achieve the Level 3 maturity indicators of the Department's L&D system under the Program to Institutionalize Meritocracy and Excellence in Human Resource Management (PRIME-HRM) of the Civil Service Commission (CSC) as stipulated in the CSC Memorandum Circular Nos. 3 s. 2012, 30 s. 2014, and 19 s. 2016. It seeks to meet integrated and strategic HRM and reinforce the commitment of the DENR management to develop employees and to ensure that all L&D interventions contribute to the efficient, effective, and ethical achievement of the mandates and priority programs of the Department.

All Offices in the Central Office, all Bureaus, and all Regional Offices are hereby instructed to submit their respective L&D activities for FY 2023-2025 using the implementation matrix (please see attached) to the HRDS-Training and Development Division at hrds-tdd@denr.gov.ph on or before 29 November 2022. The Training and Development Division shall consolidate and submit the DENR three-year L&D Plan to the Planning and Programming Division, Policy and Planning Service.

For strict compliance.

ATTY. ERNESTO D. ADOBO, JR., *CESO I*

DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES

LEARNING AND DEVELOPMENT PLAN

COMPETENCY DEVELOPMENT INTERVENTION PROGRAMS
CY 2023

CENTRAL OFFICE

<div style="background-color: black; color: white; padding: 5px; display: inline-block;">EXAMPLE</div> L&D INTERVENTION TERMINAL LEARNING OBJECTIVES		DESIRED LEARNING OUTCOMES	TARGET LEARNERS				SCHEDULE				BUDGET
			NO.	OFFICE/S	POSITIONS	COMPETENCY <small>(Please refer to the 2022 CBS Manual)</small>	1 ST QUARTER	2 ND QUARTER	3 RD QUARTER	4 TH QUARTER	
Training on Effective Technical Writing and Complete Staff Work	To enhance the ability of the learners in writing a clear, concise and coherent communication materials and practices basic knowledge of CSW to generate complete, accurate, relevant and timely output	Provide comprehensive, accurate, factual, and timely information and communication material to ensure well-informed decisions	90	Central Office	SG18 and below	OC1 & OC5	February 11-17	May 12-14	August 18-20		750,000
ENRA Management Course	To improve the technical/functional expertise of the ENR frontline managers and enhance their leadership competencies	Ensure that frontline managers are equipped and ready to take on their assigned tasks and shape them as well-rounded ENR managers who can eventually be entrusted with higher level decision making	30	Regions Bureaus	PENRO S, CENRO S, DCs	LC1&LC5, CC5	March 1-30				2,000,000

Prepared by:

Chief, HRD Section/Unit

Reviewed by:

Chief, Admin Division

Recommending Approval:

ARD MS/ABD

Approved by:

RED/BD