



DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS YAMAN



MEMORANDUM

FOR/TO : ALL HEADS OF OFFICE
DENR Central Office

FROM : THE UNDERSECRETARY
Organizational Transformation and Human Resources

SUBJECT : ADDITIONAL POSITIONS FOR CONTRACTS OF SERVICE

DATE : 11 December 2023

This pertains to the list of positions attached to the guidelines for the hiring/renewal of contracts of service for January to June 2024.

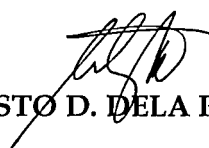
We have received a number of requests to add new positions in the list to suit present requirements of offices. As such, we are now ready to receive proposals for additional positions to be added to the existing list. Please submit your proposal to the Personnel Division not later than 13 December 2023, using the format below:

POSITION TITLE	MINIMUM EDUCATIONAL QUALIFICATION	DAILY RATE			OFFICE
		A	B	C	

In determining the amounts for the daily rate, please consider the following criteria:

1. Competencies required for the position;
2. Workload, complexity of tasks, and hazards/work conditions;
3. Level of accountability and responsibility (machines/equipment, data, people); and
4. Increment from Column A salary rate to Column C must not exceed 30%.

For consideration.


AUGUSTO D. DELA PEÑA