



Republic of the Philippines  
Department of Environment and Natural Resources  
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MAR 31 2023

**MEMORANDUM**

**FOR : All Undersecretaries  
All Assistant Secretaries**

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

**SUBJECT : INVITATION TO THE 5TH BATCH OF THE PHRONETIC  
LEADERSHIP CLASS (PLC) UNDER THE PUBLIC  
MANAGEMENT DEVELOPMENT PROGRAM (PMDP) OF  
THE DEVELOPMENT ACADEMY OF THE PHILIPPINES  
(DAP)**

This refers to the letter dated March 2023 of Atty. Engelbert G. Caronan, Jr., MNSA, President and CEO, Development Academy of the Philippines, requesting the DENR to disseminate and encourage DENR qualified personnel to apply for the 5th batch of the Phronetic Leadership Class (PLC) under the Public Management Development Program (PMDP) of the Development Academy of the Philippines (DAP). For more information about the program, please visit the DAP website: [PUBLIC MANAGEMENT DEVELOPMENT PROGRAM – Shaping Transformative Leaders, Strategic Managers \(dap.edu.ph\)](http://dap.edu.ph)

Interested applicants shall possess the following qualification requirements of the DENR:

1. Have at least two (2) years holding permanent plantilla position in the DENR at the time of application;
2. Have obtained performance ratings of at least Very Satisfactory for the last two (2) consecutive rating periods;
3. Performing duties and responsibilities relevant to the field of study/travel being applied for;
4. Have no pending administrative case;
5. Have no pending application and nomination for other study and non-study trips;
6. Have not exceeded four (4) official foreign travel within a year;
7. Have submitted all the required reports from previous foreign travels
8. Have rendered the required service obligation for a scholarship previously enjoyed; and
9. Must be willing to sign a scholarship service contract and shall serve the DENR with the corresponding period of service obligation

The nominee shall submit the following requirements to Career Development Division-HRDS on or before **08 May 2023**:

1. Memorandum addressed to the Chair of the Human Resource Development Committee (HRDC), attention HRDC Secretariat to be endorsed by the Secretary and concurred by Supervising Undersecretary (for Assistant Secretary applicants);
2. Resolution from HRDC Counterpart recommending the nomination of the applicant;
3. Service Record;
4. Certificate of no pending administrative case;
5. Certification from the Director supervising human resources/Assistant Regional Director for Management Service/Assistant Director (Region/Bureau/Attached Agency) stating that the applicant:
  - a. has no pending scholarship nomination;
  - b. has not been a delinquent scholar from a previous scholarship grant;
  - c. has submitted all the required reports from previous foreign travels;
  - d. has performance ratings of at least Very Satisfactory for the last two (2) consecutive rating periods;
6. Updated Personal Data Sheet, with Work Experience Sheet, duly signed by authorized person administering oath; and
7. Self Certification of official Travel History for the past 24 months

The DENR HRDC shall only accept online applications, as such, applicants should submit their documentary requirements through the Learning and Development portal at <http://bit.ly/localscho> or by scanning our qr code below:



The DENR HRDC shall screen and select qualified candidates to the program. Selected candidates will be notified and endorsed to the Development Academy of the Philippines, to proceed with the application/admission process.

Attached are the invitation, guidelines and other documentary requirements required for the PLC for the Public Management Development Program, for reference.

Should you need further information about the requirements, please communicate with the HRDC Secretariat at email address: [hrdcs2020@gmail.com](mailto:hrdcs2020@gmail.com) or telephone: (02) 8927-9107 or VOIP 1063.

For your information.

*Miriam M. Marcello*  
**MIRIAM M. MARCELO**



# development academy of the philippines

The National Productivity Organization

03 March 2023

**MA. ANTONIA YULO-LOYZAGA**

Secretary

Department of Environment and Natural Resources

Visayas Avenue, Diliman, Quezon City

Dear **Secretary Yulo-Loyzaga**:

Greetings of good health from the Development Academy of the Philippines (DAP)!

The DAP, in partnership with the National Graduate Institute for Policy Studies of Japan, would like to invite you to send nominations to the 5<sup>th</sup> batch of the Phronetic Leadership Class (PLC) under the Public Management Development Program (PMDP).

Qualified nominees for the said class are Undersecretaries and Assistant Secretaries who are directly involved in the planning and/or implementation of your agency's priority programs along the area of food security and nutrition.


For this class, only 20 participants will be accepted. The final selection shall be done by the National Government's Career Executive Service Development Program Steering Committee (NGCESDP-SC) composed of the heads of the National Economic and Development Authority, Department of Budget and Management, Department of Finance, Civil Service Commission, and the Career Executive Service Board.

Accepted nominees will be required to attend in full the five-day training in Manila on **07-11 August 2023** and the five-day study visit in Tokyo, Japan on **04-08 September 2023**, if conditions permit. The participants will have the opportunity to have direct interaction with recognized phronetic leaders during the study visit. Upon training completion, they are expected to submit a co-creation project conceived with the other participants and to initiate and lead transfer of knowledge gained from the program to senior colleagues or to a wider audience. PMDP will cover the tuition, training materials, accommodation, and training-related travel.

Enclosed for your reference are the PLC briefer and the list of documentary requirements. For further inquiries, please feel free to contact Ms. Reina Carmelita F. Young of the PMDP Recruitment and Admissions at mobile number 0956-384-9434 or email at [pmdp.admissions@dap.edu.ph](mailto:pmdp.admissions@dap.edu.ph).

We look forward to your participation in this effort to strengthen the capacities of public sector organizations to be more innovative and responsive to the needs of the Filipinos.

Very truly yours,

  
**ATTY. ENELBERT C. CARONAN, JR., MNSA**  
President and CEO



INTER-AGENCY STEERING COMMITTEE  
NATIONAL GOVERNMENT'S CAREER EXECUTIVE SERVICE DEVELOPMENT PROGRAM-  
PUBLIC MANAGEMENT DEVELOPMENT PROGRAM

**DOCUMENTARY REQUIREMENTS ON THE NOMINATIONS  
FOR THE PHRONETIC LEADERSHIP CLASS**

**Checklist:**

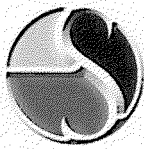
1. PLC Form A - Nomination (*to be filled out by the head of the agency*)
2. PLC Form B - Critical Essay Form (*to be filled out by the nominee*)
3. Certified True Copy of CSC Form 33 (Appointment paper)
4. Updated personal Data Sheet (CSC Form 212)
5. PMDP Form D - Declaration of Medical Illnesses
6. PMDP Form E - Physician Certification Form

Please complete the requirements and submit advanced e-copies to <http://bit.ly/pmdponlinesubmissionsPLC>. Original signed copies must also be submitted to:

Public Management Development Program  
Development Academy of the Philippines  
5th Floor, DAP Bldg., San Miguel Avenue  
Ortigas Center, Pasig City  
Attention: Ms. Desiree Grace D. Distajo

For inquiries or confirmation of receipt of the transmitted documents, you may contact 0969-5867046 or send us an email at [pmdp.admissions@dap.edu.ph](mailto:pmdp.admissions@dap.edu.ph).

Deadline of nominations is on **02 June 2023**.



**INTER-AGENCY STEERING COMMITTEE  
NATIONAL GOVERNMENT'S CAREER EXECUTIVE SERVICE DEVELOPMENT PROGRAM-  
PUBLIC MANAGEMENT DEVELOPMENT PROGRAM**

**NOMINATION FORM (PLC-A)  
PHRONETIC LEADERSHIP CLASS**

*(To be filled-out by the Head of Agency)*

**CONFIDENTIAL**

I, \_\_\_\_\_ of the \_\_\_\_\_ willfully nominate the following officer/s for admission to **Phronetic Leadership Class Batch 5** under the Public Management Development Program of the Development Academy of the Philippines, on the basis of his/her/their good character and outstanding performance:

Title (Mr./ Ms.)	Name	Current position	Division/ Office / Region	Contact Number
1.				
2.				
3.				
4.				
5.				

The above candidates meet the minimum qualifications for the program and if accepted, the agency commits to allowing them to attend both the five-day training in Manila on August 07 to 11, 2023 and the five-day study visit in Tokyo, Japan on September 04 to 08, 2023.

Should there be any changes or deferment, we will notify the PMDP Recruitment and Admissions through a letter of notice.

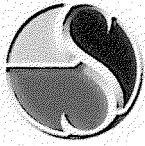
Our Human Resources Manager/Officer, (Mr./Ms.) \_\_\_\_\_ can be reached through the following contact nos. \_\_\_\_\_; email address \_\_\_\_\_ to coordinate submission of application and completion of document requirements.

Thank you for this opportunity.

\_\_\_\_\_  
**Printed Name and Signature**  
Date: \_\_\_\_\_



**PLC  
Form A**



INTER-AGENCY STEERING COMMITTEE  
 NATIONAL GOVERNMENT'S CAREER EXECUTIVE SERVICE DEVELOPMENT PROGRAM-  
 PUBLIC MANAGEMENT DEVELOPMENT PROGRAM

CRITICAL ESSAY FORM (PLC-B)  
 PHRONETIC LEADERSHIP CLASS

(To be filled-out by the Nominee)

CONFIDENTIAL

<b>Agency:</b>	<b>Date:</b>
<b>Name of Nominee:</b>	
<b>INSTRUCTIONS:</b> Kindly answer the questions through an integrated essay in no more than <b>500 words</b> . You may use additional page/s if necessary.	
<p>1. Describe an actual challenging problem or experience along the area of <b>food security and nutrition</b> requiring an urgent innovative solution and calling for an inter-agency collaboration.</p>	
<p>2. Describe what the agency has done so far to address this problem or challenge.</p>	

\_\_\_\_\_  
 Printed Name and Signature



**PUBLIC MANAGEMENT  
 DEVELOPMENT  
 PROGRAM**

**PLC  
 Form B**

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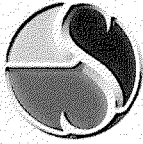
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**Printed Name and Signature**



**PUBLIC MANAGEMENT  
DEVELOPMENT  
PROGRAM**

**PLC  
Form B**



INTER-AGENCY STEERING COMMITTEE  
NATIONAL GOVERNMENT'S CAREER EXECUTIVE SERVICE DEVELOPMENT PROGRAM-  
PUBLIC MANAGEMENT DEVELOPMENT PROGRAM

**DECLARATION OF MEDICAL ILLNESS/ES (FORM D)**

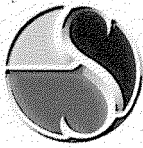
*(To be filled-out by the Nominee)*

Name (Last name, First Name, Middle Name)			
Date of Birth (mm/dd/yyyy):	Civil Status:	Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male	
Weight (kg):	Height (cm):		
BP:	CR:		
Are you currently under treatment for any physical / mental condition? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide details: _____ _____			
<b>Personal Medical History</b>			
Have you had or undergone any of the following? Please tick [ <input checked="" type="checkbox"/> ] No or Yes. If "Yes" please specify <b>condition and duration</b> :			
	No	Yes	Details (condition, duration)
Allergies			
Acute/Chronic Respiratory Disorder			
Blood Disorder			
Brain Disorder			
Gastro-intestinal Disorder			
Heart Disorder			
Injuries / Deformities			
Kidney / Urinary Disorder			
Menstrual Disorder			
Muscular / Joint Disorder			
Skin Disorder			
Surgical Disorder			
Any other conditions			
I certify that the above information are true and correct to the best of my knowledge. I understand that neither PMDP nor DAP shall be liable for any physical or mental problem that I may develop during my participation in the Program and that I shall be responsible for bringing with me necessary medicines as prescribed by my physician since they may not be available at the venue of the training. Further, I understand that non-disclosure of illness/es may result to the discontinuance of my scholarship and expulsion from the Program.			
_____		_____	
Nominee's Signature		Date	

**PRIVACY NOTICE**

We, at the Development Academy of the Philippines (DAP), would like to thank you for your continued trust in providing us with your personal information. Rest assured that these data shall only be used in processing your application in the Public Management Development Program (PMDP), and be secured in the concerned office only. For data privacy concerns, you may contact us at (02) 8-631-2128 or at [pmdp.admissions@dap.edu.ph](mailto:pmdp.admissions@dap.edu.ph).





**INTER-AGENCY STEERING COMMITTEE  
NATIONAL GOVERNMENT'S CAREER EXECUTIVE SERVICE DEVELOPMENT PROGRAM-  
PUBLIC MANAGEMENT DEVELOPMENT PROGRAM**

**PHYSICIAN'S CERTIFICATION FORM (FORM E)**

*(To be filled-out by the Physician, not related to the nominee,  
from a Government or Private Hospital or the Nominee's Agency Clinic/Hospital)*

**Note:** Please attach laboratory results from a Government or Private Hospital or the Nominee's Agency Clinic/Hospital. Required laboratory results are as follows (1) Physical assessment; (2) Complete Blood Count; (3) Urinalysis; (4) Fecalalysis; (5) Chest X-ray.

GENERAL STATUS			
<b>Findings:</b>			
Vision: _____		Snellens: L _____ R _____	
Ear: _____		Nose: _____	
Throat: _____		Neck: _____	
Chest: _____			
X-Ray: _____			
Breast: _____			
Abdomen: _____			
History of Any Past Illness: _____			
_____			
Hospitalization: _____			
_____			
<b>Recommendation:</b>			
____ Physically fit to join the Program			
____ Unfit to join the Program <i>(Please specify reason):</i> _____			
____ Other recommendations: _____			
<b>CERTIFICATION</b>			
This is to certify that I have examined the nominee and that all information stated herein are true and correct.			
<b>Hospital's Name:</b>		_____	
<b>Examiner's Name &amp; License No.:</b> <i>[Please write in print / block letters]</i>		_____	
<b>Examiner's Signature:</b>	_____	<b>Date:</b>	_____

