



Republic of the Philippines
Department of Environment and Natural Resources
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FOR : **The Directors**
Biodiversity Management Bureau (BMB)
Policy and Planning Service (PPS)
Foreign-Assistend Special Projects Service (FASPS)
Ecosystems Research and Development Bureau (ERDB)

The Regional Executive Directors
DENR NCR, Regions I to XIII

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

SUBJECT : **EXTENSION OF DEADLINE TO NOMINATE APPLICANTS FOR THE 9TH CYCLE OF PROFESSIONAL MASTERS IN TROPICAL MARINE ECOSYSTEMS MANAGEMENT (PM TMEM)**

This is to inform you that the deadline to nominate candidates for the Professional Masters in Tropical Marine Ecosystems Management (PM TMEM) Cycle 9 for Academic Year 2023-2024 beginning November 2023 is hereby extended.

Qualified candidates shall submit complete application requirements to the Career Development Division through this link <https://forms.gle/Kw6fcWJrXhQh7rhz7> not later than 13 October 2023:



1. Memorandum addressed to the Chair, Human Resource Development Committee (HRDC), attention HRDC Secretariat to be endorsed by the Head of Office and concurred by the Supervising Undersecretary and Assistant Secretary;
2. Resolution from HRDC Counterpart recommending the nomination of the applicant;
3. Updated Service Record;
4. 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 Administrative and/or Criminal Case;
 - b. has No Pending Scholarship Nomination

- c. has performance ratings for two immediate rating periods that were at least Very Satisfactory;
 - d. has not been a delinquent scholar from a previous scholarship grant;
 - e. has rendered and completed the service obligation required under the previous scholarship; and
 - f. is physically and mentally fit to study.
5. Certification of actual duties and responsibilities (including past involvement) relevant to the course signed by immediate superior;
 6. Updated Personal Data Sheet, with work experience sheet, duly signed by authorized person administering oath; and
 7. Self-Certification of non-withdrawal from the Program upon application.

The DENR HRDC shall screen and select qualified applicants to the program. Selected applicants will be endorsed to the University of the Philippines Marine Science Institute (UPMSI) and notified to submit the following documentary requirements set forth by the UPMSI as part of its application/admission process:

1. Letter of intent by the applicant addressed to the UPMSI Director, Dr. Laura T. David, Graduate Office, College of Science, UP Diliman;
2. Official transcript of records from all colleges/universities attended;
3. Certified copies of diplomas or certificate of graduation;
4. Birth Certificate from Philippine Statistics Authority;
5. Comprehensive Curriculum Vitae;
6. Two recommendation letters in a sealed envelope; and
7. Accomplished application form.

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

For your information and appropriate action.

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MIRIAM M. MARCELO