



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



**MEMORANDUM**

**FOR/TO :** **The Regional Executive Directors**  
Regions NCR, CAR, 1, 2, 3, 4A, 4B, 5, 6, 7,8, 9, 10, 11, 12 & 13

**The Bureau Directors**  
EMB, MGB, BMB, ERDB, FMB and LMB

**ATTENTION :** **All Division and HRD Chiefs**

**FROM :** **The Director**  
Strategy Management and Organizational Transformation Office

**SUBJECT :** **ENHANCEMENT AND EXPANSION OF THE DENR  
COMPETENCY-BASED SYSTEM**

**DATE :** **JUN 18 2024**

This pertains to Memorandum on the abovementioned subject signed by the Undersecretary for Organizational Transformation and Human Resources dated 18 April 2024. All offices were requested to facilitate the review and updating of existing functional, core and organizational competencies including behavioral indicators.

Related to this, you are expected to observe and be guided by the following:

- Cluster and simplify the existing behavioral indicators;
- Use action verbs (you may use Bloom's Taxonomy as a guide (<https://bit.ly/BLOOMSTAX>) in writing behavioral indicators (pattern: action verb – object – criterion/qualifier); and
- Consider writing foreseeable competencies and behavioral indicators that can be expected of the position that are aligned to the strategic directions of the Department. You may access electronic copy of the latest CBS Manuals at <http://bit.ly/CBSMANUAL2022>.

Submission of the revisions/updates for consideration shall be consolidated by respective HRD Section/Unit which will be presented online to the Strategy Management and Organizational Transformation Office on the following schedule:

Date and time	Activity	Participants	Zoom credentials
9 July 2024 9:00 AM onwards	Consultation / validation on proposed CBS enhancements for 1 <sup>st</sup> and 2 <sup>nd</sup> Level positions	All Line and Staff Bureau HRD Chiefs	Meeting ID : <b>915 9690 4275</b>
10 July 2024 9:00 AM onwards		All Regional Office HRD Chiefs	Password: <b>hrrpas2024</b>

Should you have any queries, contact Ms. Liren C. De Guzman or Ms. Pamela B. Omampo at (02) 8927-9107 VOIP 1063 and 1064.

Your support and immediate action are greatly appreciated.

  
**RUBEN B. CANDELARIO**

MEMO NO. 2024 - 543



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



**MEMORANDUM**

18 APR 2024

**FOR/TO :** **The Undersecretaries**  
Field Operations - Luzon, Visayas, and Supervising Undersecretary for MGB - Luzon and Visayas and EMB - Luzon and Visayas  
Field Operations Mindanao and Supervising Undersecretary for MGB - Mindanao and EMB - Mindanao

**The Assistant Secretaries**  
Field Operations - Eastern Mindanao  
Field Operations - Luzon and Visayas  
Field Operations - Western Mindanao

**All Regional Executive Directors and Assistant Regional Directors**

**All Bureau Directors and Assistant Directors**

**FROM :** **The Undersecretary**  
Organizational Transformation and Human Resources

**SUBJECT :** **ENHANCEMENT AND EXPANSION OF THE DENR COMPETENCY-BASED SYSTEM**

The Career Development Division (CDD) under the Strategy Management and Organizational Transformation Office will again embark on an effort to enhance and expand the DENR Competency-Based System this year to ensure continued relevance and alignment to the priority thrusts of the Department. The following activities will be conducted:

1. Competency profiling for Directors III and IV in the Regional Offices, which aims to identify relevant and critical competencies that can be used in the assessment, development planning, career pathing and succession management of these positions.
2. Development of behavioral indicators for the functional competencies adopted in 2022 for the Director II position in the Environmental Management Bureau and Mines and Geosciences Bureau.
3. Facilitate the review and updating of existing competencies and behavioral indicators for the 1<sup>st</sup> and 2<sup>nd</sup> level positions for all offices.

Aligned to these, the CDD will be conducting a series of online meetings, focus group discussions and workshops to accomplish the abovementioned activities. We request your usual support and the active participation of concerned staff (preferably from the Human Resource Development Section and Planning and Management Division) who will be involved in these activities. The continuous enhancement and expansion of the CBS aim to provide the workforce with relevant criteria for selection, responsive interventions to their development needs, and resilience to change dynamics towards respected organization fit for purpose.

For information and guidance.

  
AUGUSTO D. DELA PEÑA