



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



MEMORANDUM

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

FROM : The Director
Strategy Management and Organizational Transformation Office

SUBJECT : PROPOSED FUNCTIONAL COMPETENCIES FOR DIRECTOR
III AND IV POSITIONS IN THE DENR REGIONAL OFFICES

DATE : 30 AUG 2024

This has reference to the consultation/validation of the abovementioned held last 13 June 2024 via Zoom. These competencies and behavioral indicators are specified in the attached competency tables.

We appreciate the commitment shared in the expansion of the Department's Competency-Based System. Should you have substantial inputs/comments to improve said competency tables, please submit the same to the Career Development Division not later than **13 September 2024, Friday**. For reference, you may access the presentation which provides how the abovementioned functional competencies were developed through this link <https://tinyurl.com/RO-FC-Dir-III-IV>. If we do not receive any feedback from your end, this office will assume that you are already amenable with the proposed functional competencies for the Regional Executive and Assistant Regional Directors in the DENR Regional Offices.

For information and consideration.


RUBEN B. CANDELARIO

MEMO NO. 2024 - 777

NR ENFORCEMENT AND REGULATION

The ability to properly/strictly supervise and provide technical assistance in the enforcement of existing laws and regulations on the protection and management of the natural resources (forests, wildlife, protected areas, coastal, caves, and water); and formulate strategies to ensure compliance monitoring of existing tenurial instruments/contracts/licenses/permits/certificates/patents towards improved and sustainable resource management.

Behavioral Indicators

LEVEL 1 (Director III, SG 27)

1. Review applications and supporting documents' compliance to existing NR laws and regulations and endorse accordingly.
2. Evaluate reports and provide technical guidance and final recommendations on all NR law enforcement and regulation cases.

LEVEL 2 (Director IV, SG 28)

1. Recommend and endorse accordingly and/or decide final action (approves or otherwise) the issuance of permits, certificates, patents, clearance, tenurial instruments, leases, orders, and administrative adjudication and disposition subject to existing laws and rules and regulations to strictly enforce NR law and resource regulation.
2. Recommend policies, guidelines, procedures and criteria based on recommendations from technical evaluations to strengthen enforcement and regulation activities.

NR CONSERVATION AND DEVELOPMENT

The ability to evaluate natural resources (forests, lands, wildlife, protected areas, coastal, caves, soil, and water) conservation, rehabilitation, sustainable development and management plans, programs and activities; and develop related mechanisms to support these.

Behavioral Indicators

LEVEL 1 (Director III, SG 27)	LEVEL 2 (Director IV, SG 28)
<ol style="list-style-type: none"> 1. Evaluate and recommend or decide final action within limits of authority land surveying activities, certificates, and survey orders/authorities and plans for registration, legal or development purposes. 2. Review the proposed NR conservation, development and management plans, programs and activities, reflect on areas for improvement and recommend course action. 	<ol style="list-style-type: none"> 1. Decide final action (approves within limits of authority or otherwise) on the following: <ul style="list-style-type: none"> • Issuance of land leases and sales, and orders on the conduct of some surveys and public land subdivision projects; • Accreditation of forest nurseries; and • NR conservation, development and management/operation plans. 2. Evaluate stringently proposed agreements, certifications, and related documents on protected area and critical habitat management, recommend final action and endorse accordingly. 3. Enhance proposals, introduce innovative cooperation mechanisms and facilitate the process of arriving at a consensus on non-negotiables, commonly defined vision, individual and collective strategies, individual and co-financing environmental arrangements, and indicators of outcomes and outputs.

ENVIRONMENTAL GOVERNANCE AND RESILIENCY

The ability to lead governance-oriented integrated ecosystems management approach to improve natural resource management and sustainability, and strengthen ecosystems resiliency and adaptive capacities of human communities.

Behavioral Indicators

LEVEL 1 (Director III, SG 27)

1. Evaluate technically reviewed ENR biophysical asset inventories and assessment and recommend management interventions to sustain these activities.
2. Assess existing institutional arrangements on ENR management and standards in environmental services, and propose improvements to strengthen complementary collaboration between and among local and national stakeholder.

LEVEL 2 (Director IV, SG 28)

1. Evaluates compliance and approves within limits of authority financial transactions and reports, procurement of goods, works and services, property management, and human resources management and development matters.
2. Direct the integration of ENR management strategies to (donor) foreign and local development plans, projects and activities through stakeholder partnerships to improve adaptive capacities of human communities and natural systems, and enhance fund raising/use and effectiveness.
3. Set institutional standards for environmental services to improve service delivery (responsibility), transparency, participation, and accountability.

RESOURCE MANAGEMENT

The ability to lead governance-oriented integrated ecosystems management approach to improve natural resource management and sustainability, and strengthen ecosystems resiliency and adaptive capacities of human communities.

Behavioral Indicators

LEVEL 1 (Director II, SG 26)	LEVEL 2 (Director III, SG 27)	LEVEL 3 (Director IV, SG 28)
<p>1. Evaluates compliance and approves within limits of authority financial transactions and reports, procurement of goods, works and services, property management, and human resources management and development matters.</p>	<p>1. Checks all, recommends and approves those within limits of authority financial transactions and reports of the office to ensure compliance with the existing accounting, budgeting and auditing rules and regulations.</p> <p>2. Assess and projects human resources management and development of the office to ensure uninterrupted quality service.</p> <p>3. Evaluates and endorses procurement of goods, works and services compliant and consistent to existing procurement policies.</p> <p>4. Examines current resource management practices and recommends improvements that promotes prudent use of resources without sacrificing quality and efficiency.</p> <p>5. Proposes resource allocation adjustments when the situation calls for it.</p>	<p>1. Approves compliant procurement, property, financial transactions and reports, and human resources management and development actions.</p> <p>2. Critique and decide on recommended adjustments in office resource allocation and improvements in resource management to ensure efficient, effective and sustainable operations.</p>