



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



MEMORANDUM

FOR : All Undersecretaries
All Assistant Secretaries
All Regional Executive Directors
All Bureau Directors
All Service/Program Directors, Central Office
All Heads of Attached Agencies

SEP 19 2024

FROM : The OIC Director
Human Resource Development Service

SUBJECT : INVITATION TO NOMINATE CANDIDATES FOR THE
MASTER IN CRISIS AND DISASTER RISK MANAGEMENT
(MCDRM) PROGRAM BATCH 9 OFFERED BY THE
PHILIPPINE PUBLIC SAFETY COLLEGE (PPSC)

This refers to the letter dated 05 August 2024 from the President of the Philippine Public Safety College (PPSC) extending the invitation for the Master in Crisis and Disaster Risk Management (MCDRM) Program Batch 9 Academic Year 2024-2025.

The MCDRM is a one-year scholarship program for highly qualified supervisors, managers, and senior executives in the government and private sectors, academe, industries, policy think tanks and senior officers in the public safety, disaster management and law enforcement services. The program aims to create a pool of crisis and disaster risk managers and leaders imbued with a deep understanding on the nature and challenges surrounding the unprecedented disruption happening in the country and the world and how they would navigate and execute their leadership and manage responsibilities strategically and effectively.

The PPSC shall cover the cost of tuition fee, seminar expense, land arrangements for the local field exposure activities, instructional materials, and expenses related to thesis completion (advising fee). On the other hand, the DENR shall shoulder the cost of the participant's travel and accommodation expenses during the face-to-face classes, local field study, international travel and related thesis requirements to complete the program, subject to the availability of funds and the existing policies, rules and regulations.

Interested applicants shall possess the following **qualification requirements of the DENR and the PPSC:**

1. Have at least two (2) years holding permanent plantilla position in the DENR at the time of application and five (5) years in the government service;
2. Must be 30-55 years old upon admission;
3. Have obtained performance ratings of at least Very Satisfactory for the last two (2) consecutive rating periods;
4. Performing duties and responsibilities relevant to the field of study/travel being applied for;
5. Have no pending administrative case;
6. Have no pending application and nomination for other study and non-study trips;
7. Have not exceeded four (4) official foreign travel within a year;

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8. Have submitted all the required reports from previous foreign travels;
9. Have rendered the required service obligation for a scholarship previously enjoyed; and
10. 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 on or before **23 September 2024**:

1. Memorandum addressed to the Chair of the Human Resource Development Committee (HRDC), attention HRDC Secretariat to be concurred by the Secretary (for Undersecretary applicants) and Supervising Undersecretary (for Assistant Secretary and below 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 accepts 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:



Attached are the invitation, guidelines and other documentary requirements required by the MCDRM Program, for reference.

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

For your information.

M. M. M.
MIRIAM M. MARCELO



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Lot 2, MWSS Compound, Katipunan Ave

Old Balara, Quezon City, Metro Manila

www.ppsc.gov.ph



August 5, 2024

MARIA ANTONIA YULO LOYSAGA

Secretary

Department of Environment and Natural Resources

DENR Bldg.,

Visayas Avenue., Diliman

Quezon City 1104

Dear **SECRETARY LOYSAGA,**

The Philippine Public Safety College (PPSC) is one of the special higher educational institutions (SHEIs) duly recognized by the Commission on Higher Education. It offers scholarships to qualified individuals to any of its approved graduate degree programs.

In this regard, the College is pleased to announce the opening of the nomination process for Batch 9 of the Master in Crisis and Disaster Risk Management (MCDRM) Program. The program will officially commence this coming October 2024 for the Academic Year 2024-2025.

The MCDRM is a one-year scholarship program for highly qualified supervisors, managers, and senior executives in the government and private sectors, academe, industries, policy think tanks and senior officers in the public safety, disaster management and law enforcement services. Approved by virtue of the PPSC Board of Trustees through Board Resolution No. 04, Series of 2016, it is delivered through a Blended Learning Modality that combines face-to-face sessions and online classes. This is also rolled out with the support of partner institutions such as University of the Philippines System (UP), Ateneo De Manila University (ADMU), De La Salle University (DLSU), National Security Council, Department of National Defense-Office of Civil Defense (OCD), Climate Change Commission (CCC), Earthquake Megacities Initiative (EMI) and other relevant institutions.

The program aims to create a pool of crisis and disaster risk managers and leaders imbued with a deep understanding on the nature and challenges surrounding the unprecedented disruptions happening in the country and the world and how they would navigate and execute their leadership and manage responsibilities strategically and effectively.

In view thereof, the PPSC respectfully requests the submission of at least two (2) nominees from your office on or before September 15, 2024. For ready reference, attached is the list of admission requirements and other pertinent documents for the MCDRM scholarship. Application forms are downloadable at www.ppsc.gov.ph.

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Please email us at ppsc.npc@yahoo.com or you may contact the MCDRM Program Management Team through cellphone numbers (0922-831-3623 / 0917-854-7817) or landline number 8477-1525, for further inquiry and clarification.

Thank you very much.

Very truly yours,

**PBGEN FERDINANDO G SEVILLA (Ret.), MP
President**

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SCHOLARSHIP GRANT

1. PPSC hereby awards to the GRANTEE this scholarship to include *tuition fee, seminar expense, land arrangements for local field exposure activities, instructional materials, and expenses related to thesis completion (advising fee)*.
2. The grantee's sponsoring agency/ institution shall shoulder the cost of the latter's travel and accommodation expense during face to face classes, local field study, international travel and related thesis requirements to complete the program.

ACTIVITY	NO. OF DAYS	REMARKS
Travel and Accommodation Expense a. Face to Face Classes/ Seminars/ Local Academic Study (please see attached academic calendar) b. Foreign Academic Study	No. of days = 44 No. of days = 7	Cost may vary depending the venue of the face to face classes and place of origin of the scholar
Foreign Academic Study		ASIA
Related Thesis requirements (specifically during data gathering)		

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REQUIREMENTS FOR ADMISSION IN THE MCDRM PROGRAM		
For Uniformed Officers	For Government Officials / State Universities & Colleges/ (NUP)	For the Private Sector / NGOS / Civil Societies
1. Bachelor's degree holder 2. Holds a rank of Chief Inspector or higher 3. Not less than 30 years old upon admission. 4. At least five (5) years of service. 5. Nominated by respective Bureau Heads. 6. Submit the following documents: - Endorsement letter from respective Agency Head - Birth Certificate (from PSA) - Original Transcript of Records - Certified true copy of Diploma/s - Latest Officer's Evaluation Report (OER) - Command Clearance - Unit Clearance - Certificate of non-pending case - CHR/ Ombudsman clearance - CSC Form 211 (Medical Certificate) - Two pieces 2x2 ID picture - Accomplished <input type="checkbox"/> <i>Form 1 – Personal Data</i> <input type="checkbox"/> <i>Form 2 – Contract of Commitment</i> <input type="checkbox"/> <i>Form 3 – Scholarship Agreement</i>	1. Bachelor's degree holder 2. Holds a key position and regular status in the office 3. 30 – 55 years old upon admission 4. At least five (5) years of service in the government 5. Nominated by the Secretary of the Department or Head of the Agency 6. Submit the following documents: - Endorsement letter from the head of the agency - Birth Certificate (from PSA) - Original Transcript of Records - Certified true copy of Diploma/s - Latest Appointment Paper - Latest Performance Evaluation Report (annual) - Service Record - Certificate/s of training or seminars attended - CSC Form 211 (Medical Certificate) - Latest clearances: a. Non-pending case from respective organization b. Ombudsman c. NBI - Two pieces 2x2 ID picture - Accomplished <input type="checkbox"/> <i>Form 1 – Personal Data</i> <input type="checkbox"/> <i>Form 2 – Contract of Commitment</i> <input type="checkbox"/> <i>Form 3 – Scholarship Agreement</i>	1. Bachelor's degree holder 2. Holder of a key or executive position at the policy and decision-making level of any of the following: (a) Vital and leading industries in the country (b) Reputable non-government organizations dedicated to social, economic and public safety and security related activities that has an impact on national policy formulation (c) Prestigious academic institutions and think tanks 3. 30 – 55 years old upon admission 4. Nominated by the private sector head / NGO representative / Civil Society of affiliation 5. Complied submission of the following documents: - Endorsement letter from the head of organization or board - Birth Certificate (from PSA) - Original Transcript of Records - Certified true copy of Diploma/s - Certificate of Employment - Registration of the company or organization from the Securities and Exchange Commission - Current SEC certificate - Latest audited financial statement of the company

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		<ul style="list-style-type: none"> - Company Profile - Income Tax Returns (ITR) of the applicant - Corporate Income Tax Returns - CSC Form 211 (Medical Certificate) - Latest clearances: <ul style="list-style-type: none"> a. Non-pending case from respective organizations b. NBI - Two pieces 2x2 ID picture - Accomplished <ul style="list-style-type: none"> <input type="checkbox"/> Form 1 – Personal Data <input type="checkbox"/> Form 2 – Contract of Commitment <input type="checkbox"/> Form 3 – Scholarship Agreement
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The following are the initial requirements to be submitted via email at ppsc-npc@yahoo.com

Application Letter addressed to:

PBGEN FERDINANDO G SEVILLA(Ret.), MPSA
President
Philippine Public Safety College

1. Personal Data Sheet (CSC Form 212 Revised 2017)/ Resume/ Curriculum Vitae)
2. Endorsement Letter from the Head of Agency
3. Transcript of Record (TOR) - photocopy
4. Undergraduate Diploma or Diploma of highest education attended - photocopy
5. CSC Form 211 (Medical Certificate)
6. Signed Form 1 (*downloadable at the PPSC website*)

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ADMISSION TIMELINE

DATE	ACTIVITIES
August – September 15, 2024	Acceptance of Applicants/Nominees
September 18, 2024	Written Exam
September 24-26, 2024	Panel Interview (Online)
September 27-30, 2024	Consolidation of Results
October 4, 2024	Admission Board Deliberation
October 11, 2024	Announcement of Successful Applicants
October 25, 2024	Submission of Admission Requirements
October 29, 2024	Orientation and Opening of Classes

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