



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel Nos. (632) 929-66-26 to 29 • (632) 929-62-52
929-66-20 • 929-66-33 to 35
929-70-41 to 43

DENR SPECIAL ORDER
NO. 2002- 439

MAY 31 2002

**SUBJECT : DESIGNATING WILLIAM T. RAGOS AS THE OIC-
ASSISTANT DIRECTOR OF THE SPECIAL CONCERNS
OFFICE (SCO)**

In the interest of the service and in line with the continuing organizational development in the Department, **MR. WILLIAM T. RAGOS** is hereby designated as the OIC-Assistant Director of the Special Concerns Office.

Mr. Ragos shall clear himself of all work, financial, property and other accountabilities from his present assignment before reporting for duty to his new assignment. He shall inform the undersigned in writing of his compliance to this order, through proper channels, for information and record.

He shall be entitled to claim all forms of remuneration and other allowances attached to the position, subject to accounting rules and regulations.

This Order takes effect immediately and supersedes/revokes all other Orders inconsistent herewith.


HEHERSON T. ALVAREZ
Secretary



DEPARTMENT OF
ENVIRONMENT AND
NATURAL RESOURCES

MEMORANDUM

FOR : The Under Secretaries and Assistant Secretaries
Bureau Directors and Heads of Attached Agencies
The Regional Executive Directors/Regional Directors
Regions 1-12, CAR, NCR, CARAGA

FROM : The OIC, Director, Human Resource Management Service

SUBJECT : JAPANESE GRANT AID FOR HUMAN RESOURCE
DEVELOPMENT SCHOLARSHIP (JDS) 2003-2004 IN THE
PHILIPPINES

DATE : DEC 17 2002

The Japan International Cooperation Center (JICE) invites our participation to the Japanese Grant Aid for Human Resource Development Scholarship (JDS) Program for 2003-2004. Below are the fields of study which would lead to the conferment of Master's degrees. You may nominate one candidate from your office for the course. Please disseminate this information to all levels under your jurisdiction.

Field of Study	Name of University	Degree
Public Administration	Niigata University	Master of Laws (LL.M.) Master of Economics Master of Arts in Public Administration
Economics	Hitotsubashi University Sophia University International University of Japan Ritsumeikan University	Master of Public Policy Master of Arts Master of Arts in Int'l Development Master of Economics
Business Administration	Hiroshima University University of Tsukuba	Master of Arts Master of Business Administration

The qualifications and requirements in the selection of your nominee are as follows:

1. Should be Filipino citizen
2. Age: below thirty-five (35) years old (as of April 1, 2003)
3. Military post: applicants must not have a military post
4. Should have bachelor's degree relevant to the target field of study
5. Has not obtained any foreign scholarship for a master's degree
6. Should have more than four (4) years of working experience and presently employed
7. English language proficiency level: IELTS6.0 or TOEFL550 or above is required principally. (Those who do not have TOEFL or IELTS but who qualify in the first selection will be given the proficiency test during the second selection)
8. Should satisfy requirements of chosen university

9. Should contribute to socio-economic development of the Philippines with acquired knowledge upon return
10. Should be physically and mentally fit to study in Japan

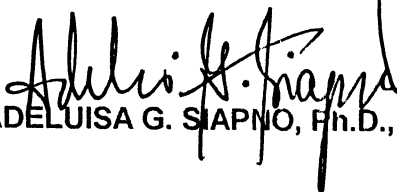
Documents to be submitted:

1. Nomination addressed to the Secretary by the Head of Office;
2. Service Record
3. Certification on the following (which may all be stated in one certification)
 - a. no pending administrative case
 - b. salary payment while on training
 - c. nominee's attendance to the training will not affect the operation of the unit
 - d. performance rating for the last two rating periods (adjectival and numerical rating, January to June 2002 and July to December 2002)
 - e. nominee has not gone abroad within the preceding 24 months or travel histories
4. Certification of actual duties and responsibilities
5. Certified photocopy of college transcript and diploma
6. If married, written consent of spouse
7. Duly accomplished Personal Data Sheet
8. Completed application form

We have attached the brochure for further information. Some of the forms maybe downloaded from the website: <http://www.jice.org/english/>.

Please submit the names of nominees together with the above documents (through the HRMS Director) not later than 06 January 2003.

For your action, please.


ADELUIA G. SIAPNO, Ph.D., CESO III