



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City, Philippines 1104

JUL 17 2004

SPECIAL ORDER
NO. 2004- 502

SUBJECT: CREATING THE DENR SELECTION AND PROMOTION BOARD FOR SENIOR OFFICIALS/PRESIDENTIAL APPOINTEES

In accordance with the Memorandum from the Executive Secretary (July 6, 2004), a Selection and Promotion Board for Third Level Positions is hereby created at the DENR to evaluate candidates for positions embraced by the Career Executive Service (Third Level) and other senior positions. In the DENR, these positions are:

1. Undersecretary
2. Assistant Secretary
3. Bureau Director and Assistant Director
4. Director and Assistant Director of the Special Concerns Office and Public Affairs Office
5. DENR Regional Executive Director and Regional Technical Director
6. Regional Director of the Mines and GeoSciences Bureau and the Environmental Management Bureau.
7. Department Service Director
8. Provincial Environment and Natural Resources Officer
9. NAMRIA Administrator and Deputy Administrator
10. NAMRIA Department Director and Assistant Director

The candidates for the following corporate positions shall also be subject to the evaluation of the DENR Selection and Promotion Board but to be done in coordination with their respective Heads/Board of Directors:

1. General Manager and Assistant General Manager of the Laguna Lake Development Authority
2. President and Third Level officials of the Natural Resources Development Corporation
3. Other Corporations that may be organized under/within the DENR

The DENR Selection and Promotion Board for Third Level Positions shall be composed by the following:


Chairman	-	Secretary
Vice Chairman	-	Undersecretary for Management and Technical Services
Members	-	Undersecretary for Field Operations
	-	Assistant Secretary for Foreign Assisted and Special Projects
	-	Head Executive Assistant

To systematize its work on selection, the Committee shall adopt criteria/guidelines for evaluating candidates and may invite other senior officials of the Department during its deliberation of candidates for appointment. The Chief of the Personnel Division shall provide Secretariat support to the Committee.

All recommendations shall be supported by ratings of the candidates based on the criteria and evaluation system. There shall be at least three (3) nominees for every position.

The Board shall be guided by the other provisions to the July 6 memorandum of the Executive Secretary.

This Order takes effect immediately.


ELISEA G. GOZUN
Secretary