



Republic of the Philippines  
Department of Environment and Natural Resources  
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NOV 07 2022

**MEMORANDUM**

**FOR :** The Director  
Mines and Geosciences Bureau

The Regional Executive Directors  
MGB Regions 1-13 and CAR

**FROM :** The OIC Director  
Human Resource Development Service

**SUBJECT :** INVITATION TO THE HUMAN RESOURCES DEVELOPMENT  
FOR GOVERNMENTAL OFFICERS AND RESEARCHES IN  
MINERAL RESOURCES RICH COUNTRIES (KIZUNA  
PROGRAM)

This refers to the letter dated 28 October 2022 of Senior Representative Ide Soichiro of Japan International Cooperation Agency (JICA) Philippines on the abovementioned subject, inviting the MGB to nominate applicant/s for said program, specifically in the field of mineral resources. In case of more than one applicant, please ensure they will not come from the same office/unit.

The JICA is offering the following degree courses:

Course	Duration	Target Participants
Master's Degree	September 2023 to September 2026 (maximum) <ul style="list-style-type: none"><li>- 6 months as a research student if necessary</li><li>- 2 years as a master's course student</li><li>- overall duration shall not exceed 3 years, in principle</li></ul>	Individuals who take part in policy making and administration related to mineral resources development in central/regional government, governmental research institutions or other related public organizations in the mining/geothermal sector
Doctor's Degree	September 2023 to September 2027 (maximum) <ul style="list-style-type: none"><li>- 6 months as a research student if necessary</li><li>- 3 years as a master's course student</li><li>- overall duration shall not exceed 4 years, in principle</li></ul>	Individuals who are responsible for education and research in the mining/geothermal sector in higher education and Technical and Vocational Education and Training (TVET)

Interested applicants shall possess the following qualification requirements of the DENR:

1. Have at least two (2) years holding permanent plantilla position in the DENR at the time of application;
2. Have obtained performance ratings of at least Very Satisfactory for the last two (2) consecutive rating periods;

3. Performing duties and responsibilities relevant to the field of study/travel being applied for;
4. Have no pending administrative case;
5. Have no pending application and nomination for other study and non-study trips;
6. Have not exceeded four (4) official foreign travel within a year;
7. Have submitted all the required reports from previous foreign travels
8. Have rendered the required service obligation for a scholarship previously enjoyed;
9. Must be willing to conduct a master's thesis aligned to the priority programs of the Department or related topics to be identified/approved by the DENR;
10. Must be willing to sign a scholarship service contract and shall serve the DENR with the corresponding period of service obligation;
11. Must not be a delinquent scholar; and
12. In good mental and physical health.

The nominee shall submit the following requirements to Career Development Division-HRDS **on or before 25 November 2022**:

1. Memorandum addressed to the Chair of the Human Resource Development Committee (HRDC), attention HRDC Secretariat to be endorsed by Head of Office and concurred by Supervising Undersecretary/Assistant Secretary
2. Resolution from HRDC Counterpart recommending the nomination of the applicant;
3. Service Record;
4. 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.
5. Updated Personal Data Sheet, with work experience sheet, duly signed by authorized person administering oath;
6. Self Certification of official Travel History for the past 24 months; and

The DENR HRDC shall screen and select qualified candidates to the program. Selected candidates will be notified and endorsed to the JICA to proceed with the application/admission process.

Attached are the invitation from JICA, briefier for the course and list of application documents from the organizer.

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

For your information and appropriate action.

  
**MIRIAM M. MARCELO**