



DEPARTMENT OF  
ENVIRONMENT AND  
NATURAL RESOURCES

**MEMORANDUM FROM THE UNDERSECRETARY**

**FOR/TO :** The Regional Executive Directors/Regional Directors  
DENR Regions 1-12, CAR, NCR and CARAGA  
EMB and MGB Regions 1-12, CAR, NCR and CARAGA  
Bureau Directors, Heads of Office, DENR Central Office  
Heads of Attached Agencies-NAMRIA and LLDA

**SUBJECT :** **THE LEE KUAN YEW SCHOOL OF PUBLIC POLICY (LKYSPP)  
SCHOLARSHIP COURSE**

**DATE :** **JAN 18 2006**

The Lee Kuan Yew School of Public Policy (LKYSPP) in Singapore invites our participation in the above course. In this regard, please nominate one candidate each for the courses below.

| Course Title                    | Duration/Venue                | Qualifications  |
|---------------------------------|-------------------------------|---|
| Master in Public Policy         | Singapore, starting July 2006 | College graduate with course relevant to the field of study under the program; <b>40 years old below.</b><br><br><b>DEADLINE: 25 January 2006</b> |
| Master in Public Administration | -do-                          | -do-<br><br>(Application forms may be downloaded from the school website, <a href="http://www.spp.nus.edu.sg">http://www.spp.nus.edu.sg</a> .)    |

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

1. Nomination letter/Memorandum addressed to the Secretary by the Head of Office;
2. At least 2 years in government service
3. Service Record;
4. 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 in the training will not affect the operation of the unit;
  - d. performance rating for the last two rating periods (January to June and July to December 2005); and
  - e. nominee has not gone abroad within the preceding 24 months or travel history.
5. Certification of actual duties and responsibilities and related experience;
6. Certified photocopy of college transcript and diploma;
7. If married, written consent of spouse;
8. Duly accomplished Personal Data Sheet; and
9. **Permanent employee only.**

Submit the names of nominees together with the required papers (through the HRDS Director) not later than the deadline specified above.

For your action.

  
ARMANDO A. DE CASTRO

