



Republic of the Philippines  
**Department of Environment and Natural Resources**  
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JAN 25 2022

**MEMORANDUM**

**FOR/TO :** All Undersecretaries  
All Assistant Secretaries  
All Service Directors  
All Bureau Directors  
All Heads of Attached Agencies  
All Regional Directors  
Provincial Environment and Natural Resources Officers  
Community Environment and Natural Resources Officers

**FROM :** The Assistant Secretary  
Administration and Human Resources

**SUBJECT :** **INVITATION TO NOMINATE APPLICANTS FOR THE MASTER IN NATIONAL SECURITY ADMINISTRATION (MNSA)**

This refers to the invitation of the National Defense College of the Philippines (NDCP) regarding the call for applications to the Master in National Security Administration (MNSA) Regular Course No. 57 for Academic Year 2022-2023 which will convene on 03 October 2022 up to 15 September 2023. It is a one year full time government-funded graduate program scholarship through a blended delivery mode of face-to-face and online learning which will include lectures, workshops, thesis writing, as well as local and foreign field studies.

The MNSA program aims to develop the competencies, values, and skills of key officials and national security leaders in the formulation and implementation of policies related to national security and development. Nominees are selected in their capacities as future national security leaders with Salary Grade 24 and above or its equivalent. The civilian graduates have the privilege of being commissioned as Lieutenant Colonels or Commanders in the Reserve Force of the Armed Forces of the Philippines.

Nominees/participants in the above activity shall possess the following qualifications:

1. Have at least two years holding 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;
4. Have rendered the required service obligation for a scholarship previously enjoyed;
5. Have not availed any scholarship (local and foreign) in the past two (2) years prior to the awarding of grant;

6. 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;
7. Must be willing to sign a scholarship service contract and shall serve the DENR with the corresponding period of service obligation;
8. Must not be a delinquent scholar; and
9. In good mental and physical health.

The nominee shall submit the following requirements to Career Development Division-HRDS **on or before 9 February 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. Board 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 Administrative and/or Criminal Case;
  - b. has No Pending Scholarship Nomination;
  - c. performance ratings for two (2) immediate rating periods were at least 'Very Satisfactory';
  - d. has not been a delinquent scholar from a previous scholarship grant;
  - e. has rendered and completed the service obligation required under the previous scholarship; and
  - f. physically *and* mentally fit to study.
5. Certification of actual duties and responsibilities (including past involvement) relevant to the course signed by immediate superior; and
6. Updated Personal Data Sheet, with work experience sheet, duly signed by authorized person administering oath.

The DENR Human Resource Development Committee (HRDC) shall screen and select qualified candidates to the program. Selected candidates will be notified and endorsed to the NDCP to proceed with the application/admission process, including the admission test on 15-17 March 2022.

Full scholarship grant will be awarded to qualified employees. Benefits and privileges for the duration of the grant including the local and foreign field studies shall be charged to DENR funds, in accordance with existing scholarship policies and guidelines, after their admission to the course.

Should you need further information about the requirements, please communicate with the HRDC Secretariat at (02) 927-9107, email: [hrdcs2020@gmail.com](mailto:hrdcs2020@gmail.com).

For your information and appropriate action.

  
RUTH M. TAWANTAWAN, CESO II