



Republic of the Philippines  
Department of Environment and Natural Resources  
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**MEMORANDUM**

**APR 03 2019**

**TO :** The Director, Environmental Management Bureau  
The Regional Directors, Environmental Management Bureau

**FROM :** The Assistant Secretary  
Human Resource Development and Legislative Affairs

**SUBJECT :** TRAINING PROGRAMS OFFERED BY TESDA

The Thailand International Cooperation Agency (TICA), thru the Technical Education and Skills Development Authority (TESDA), is inviting nominations to the following training programs to be held in **Thailand**:

Title of Program	Number of Candidates to be nominated	Duration	Deadline of Submission of Nomination and Documentary Requirements	Date of Interview (Starts at 9:00am)
Low Carbon City Scenario Development and Implementation	1	August 14-September 3, 2019	May 6, 2019	May 9, 2019
Best Available Technique (BAT) and Best Environmental Practice (BEP) under the Context of United Nations Industrial Development Organization (UNIDO)	2	October 24-November 14, 2019	June 17, 2019	June 27, 2019
Waste Management and Wastewater Treatment for Sustainability	1	November 6-27, 2019	June 17, 2019	June 27, 2019

The nominee shall submit the following documents to HRDS **not later than 15 April 2019**:

1. Nomination letter/Memorandum addressed to the Secretary by the Head of Office (Region/Bureau/Director/Undersecretary/Assistant Secretary concerned) with statement on how the subject training complies with the minimum criteria for official travel abroad: (a) The purpose of the trip is strictly within the mandate of the requesting government official or personnel (b) The projected expenses for the trip are not excessive (c) The trip is expected to bring substantial benefit to the country (d) The travel "shall not hamper the operational efficiency of said agency;
2. Service Record (at least two (2) years as a regular employee);
3. Certification from the Chief, Administrative Division stating:
  - a. That the applicant has No Pending Administrative *and/or* Criminal Case;
  - b. That the applicant has No Pending Scholarship Nomination;


- c. That the applicant's performance ratings for two (2) immediate rating periods were at least Very Satisfactory; and,
  - d. That the applicant is physically *and* mentally fit to travel.
4. Certification of actual duties and responsibilities (including past involvement) relevant to the course signed by immediate superior;
  5. Duly accomplished Personal Data Sheet (with list of in-service trainings and seminars attended);
  6. Photocopy of Transcript of Records (Baccalaureate/Graduate); and,
  7. Photocopy of Diploma (Baccalaureate/Graduate)

The TICA will sponsor return economy class airfare, accommodation and meals, training allowance, insurance and airport meeting service.

The DENR Scholarship Committee will conduct screening and selection of candidates to the said scholarship program.

Please submit all documentary requirements to the Foreign Scholarship Training Program (FSTP) Unit, TDI Building, TESDA Complex, East Service Road, Taguig City. For more inquiries, please contact FSTP Unit at telephone number 8179095 Or 09178060759.

For your information and appropriate action.

  
JOAN A. LAGUNJA, D.M.