

**DENR Memorandum Circular  
No. 16  
April 18, 1994**

**SUBJECT : Guidelines on Counterparting DENR Permanent Personnel to Consultants of Foreign-Assisted Projects (FAPs).**

In the interest of the service and in order that DENR would benefit from technologies/learnings from the foreign-assisted projects, the following guidelines are hereby promulgated.

1. Employees with permanent positions are hereby encouraged to be counterparts to Consultants hired by the DENR. As an incentive, they would be given priority participation in FAPs sponsored training/workshop and the like.
2. Qualified contractual staff who have served as counterparts shall be given consideration for permanent vacancies, subject to Civil Service Commission rules and regulations.
3. Counterparts to Consultants hired by DENR shall:
  - a) be responsible for the compilation and review of all progress reports of their respective Consultants;
  - b) work on a full-time basis and be relieved of their regular duties for the duration of the counterparting;
  - c) have the advantage of his/her experience from Foreign Assisted Projects implementation in matters of promotion to higher positions in their mother units; and

- d) be equal in nature with the consultants. As such, they shall ensure that the Consultants comply with the approved Terms of Reference (TOR).

This Circular shall take effect immediately and all circulars and issuances inconsistent herewith are hereby modified accordingly.

**ANGEL C. ALCALA**  
Secretary