

**DENR Memorandum Circular
No. 99-21
July 29, 1999**

SUBJECT : Cooperation of All the Training and Development Activities With the Human Resource Management Service.

To afford a holistic approach in effectively addressing the developmental needs of the Department, you are hereby required to coordinate with the Human Resource Management Service (HRMS) all the training programs, seminars, workshops and other human resource development activities to be implemented by your respective offices.

Henceforth, the conduct of all relevant endeavors shall be reviewed by the HRMS for comments/recommendations. In concurrence thereto, the HRMS Director/Division Chief concerned shall affix his/her initials/signature.

Proper coordination will certainly avert overlapping of schedules and duplication of activities and shall further save quality time, money and effort.

This Circular shall take effect immediately for the strict compliance of all concerned.

(Sgd.) ANTONIO H. CERILLES
Secretary