



Republic of the Philippines
DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)

ADDENDUM TO THE DEPARTMENT ORDER NO. DO2021-06-0008, (POLICIES AND GUIDELINES ON LEARNING AND DEVELOPMENT (L & D))

The following addendum on certain provisions of the Personnel Development Guidelines are hereby issued to update the said Guidelines and be more relevant to the current requirements of the DOE:

IV.2.c Study Leave

Addendum :

A support program for DOE officials and employees who will be taking up Bar/Board review classes, writing thesis/dissertation for completion of master's/doctorate degree. A maximum of six (6) month leave with pay may be availed. ***The Study Leave can only be availed of by an employee once for every undertaking / degree program, i.e. thesis/dissertation for Bachelor's Degree, Master's, Doctorate, review/ taking up Bar/Board.*** Such shall be bound by a Service Contract, depending on the length of the Leave with pay availed of.

V. Guidelines for Nomination

Addendum :

3. Who can be nominated

- a.1 xxx xxx xxx
- a.2 xxx xxx xxx
- a.3 DOE **continuous** residency as follows:

Study Program

- Degree programs
 - Doctorate - 4 years
 - Master's - 3 years
 - Bachelor's - 2 years

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- Non-degree program
 <6 months -1year
 6 -12 months - 2 years

Nonstudy Program - 6 mos.
Study leave - 3 years

All other provisions of the Department Order No. DO2021-06-0008 remain the same.

These guidelines shall take effect immediately.

Signed and approved on _____ day of _____ 2022.



ALFONSO G. CUSI
Secretary

JUN 24 2022



Republic of the Philippines
DEPARTMENT OF ENERGY
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