



Republic of the Philippines
Department of Environment and Natural Resources
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DENRCM INFORMATION BULLETIN
2023-0002

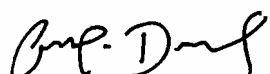
SUBJECT: HIRING OF GIS OPERATORS FOR CY 2023

This refers to the hiring of GIS Operators in the Provincial Environment and Natural Resources Offices (PENROs) and Regional Offices for FY 2023. The GIS Operators to be hired for a period of one (1) year are expected to provide support in the data cleaning/normalization of attribute entries for forestry and biodiversity datasets based on the standard attributes recommended by the Technical Working Group (TWG) on DENR Control Map, among others.

The Forestry Management Bureau (FMB) and Biodiversity Management Bureau (BMB) shall conduct orientations on the actual attributes that will be used for their respective datasets. Since the GIS Operators to be hired will be handling datasets from the two (2) sectors, forestry spatial datasets are expected to be completed in the first half of their engagement, and the biodiversity spatial datasets in the next.

Please rest assured that the funds for the hiring of GIS Operators are currently in process to be downloaded to the respective regional offices. Attached are the Terms of Reference and list expected deliverables that you may use in soliciting applications for this position.

For your information.


CARLOS PRIMO C. DAVID, Ph.D
Undersecretary for Integrated Environmental
Science

cc: The Director, Forest Management Bureau
 The Director, Biodiversity Management Bureau

TERMS OF REFERENCE HIRING OF GIS OPERATOR FOR CY 2023

Position: GIS Operator

Office: PENRO

Salary: PhP 20,000.00

Scope of Work:

- Manage DENR shapefiles and analyze whether these datasets are projected properly
- Transform the projection spatial datasets to PRS 92 as needed and if necessary.
- Conduct data cleaning/normalization attribute entries based on the standard attributes recommended by the Technical Working Group (TWG) on DENR Control Map
- Re-export and compile printable maps based on the proposed standard symbols, colors and map layout
- Manage and back-up of spatial datasets.
- Facilitate the submission of datasets to the Regional Office for updating/consolidation and storage.
- Perform other needed GIS related work, including digitization and analysis, as requested by the supervisor.

Qualifications:

Minimum Qualifications:

- College degree, with GIS coursework
- Knowledge on how to operate and use ArcGIS Pro or ArcMap

Desired Qualifications:

- Ability to collect, analyze and summarize spatial data
- Basic knowledge of cartographic design
- Understand geodatabase and schema
- Proficient in Microsoft Office software
- Basic Programming Knowledge
- Familiarity with SQL and database management
- Knowledge in maintaining system - hardware, software and peripherals

Work Experience: None required

TERMS OF REFERENCE HIRING OF GIS OPERATOR FOR CY 2023

Position: GIS Operator

Office: Regional Offices

Salary: PhP 20,000.00

Scope of Work:

- Manage DENR shapefiles and analyze whether these datasets are projected properly.
- Perform quality check of the transformed and normalized spatial datasets based on the recommended standards of the Technical Working Group (TWG) on DENR Control Map.
- Manage and back-up of spatial datasets.
- Facilitate the submission of datasets to the bureaus concerned for updating/consolidation and storage.
- Support the Geospatial Database Office (GDO) on acquiring data needed from their respective offices.
- Perform other needed GIS related work, including digitization and analysis, as requested by the supervisor

Qualifications:

Minimum Qualifications:

- College degree, with GIS coursework
- Knowledge on how to operate and use ArcGIS Pro or ArcMap

Desired Qualifications:

- Ability to collect, analyze and summarize spatial data
- Basic knowledge of cartographic design
- Understand geodatabase and schema
- Proficient in Microsoft Office software
- Basic Programming Knowledge
- Familiarity with SQL and database management
- Knowledge in maintaining system - hardware, software and peripherals

Work Experience: None required

LIST OF SPATIAL DATASETS FOR DATA CLEANING AND ATTRIBUTE NORMALIZATION

Biodiversity Management Bureau

LAYER NAME	
PRIORITY FOR DATA CLEANING/NORMALIZATION	
1	PA Facilities
2	PACBRMA
3	SAPA
4	Classified Caves
5	Inland Wetlands
6	Critical Habitat
7	Protected Area
8	Protected Area Management Zones
9	Biodiversity-Friendly Enterprise
10	Wildlife Farm Permittees
11	Wildlife Rescue Center
12	Marine Turtle Nesting Sites
13	Wildlife Sightings
14	Wildlife Enforcement Hotspot
15	Marine Protected Area Network (MPAN)
OTHER LAYERS SUGGESTED FOR DIGITIZATION AND CLEANING	
16	Ecotourism attractions
17	Biodiversity Monitoring System (BMS)
18	Biodiversity Assessment and Monitoring System (BAMS)
19	Socio-economic Assessment System (SEAMS)
20	Coral Bleaching
21	Coastal Resources within PAs

LAYER NAME	
22	Coastal Wetlands
23	Coastal and Marine issues and threats
24	Locally-Managed Protected Area (Marine/Terrestrial)
25	Existing Rights within Protected Area
26	WQMA within NIPAS MPAs
27	Fishpond Lease Agreement
28	Foreshore Lease Agreement
29	MPA Demarcation
30	ICM-NIPAS MPAs Mainstreaming

Forest Management Bureau

LAYER NAME	
Investments and Plantations	
1	Potential Investment Areas (PIA)
2	Production and Protection Forest (PPF)
DENR Infrastructures and Seed Sources	
3	DENR Field Offices
4	DENR Forest Products Monitoring Station
5	DENR Forest Ranger Stations/ Lookout Towers
6	Established Mechanized Nurseries
Watershed Boundaries	
7	Critical Watersheds
8	Proclaimed Watersheds
Expanded National Greening Program	
9	National Greening Program (NGP) and Expanded NGP
Tenure Instruments	

LAYER NAME	
10	Tenure Instruments
	a. Community-Based Forest Management Agreement (CBFMA)
	b. Certificate of Stewardship Contract (CSC and CFSA)
	c. Forest Land Use Agreement (FLAg, SPLULA, OLPLA)
	d. Forest Land Grazing Management Agreement (FLGMA, FLGLA)
	e. Forest Land Use Agreement for Tourism Purposes (FLAgT)
	f. Integrated Forest Management Agreement (IFMA)
	g. Upland Agroforestry Program (UAfP);
	h. Socialized Industrial Forest Management Agreement (SIFMA)
	i. Special Land Use Permit (SLUP)
	j. Gratuitous Special Land Use Permit (GSUP)
	k. Tree Farm Lease Agreement (TFLA)
CBFM-CARP Projects	
11	CBFM-CARP Projects