

**Department of Environment and Natural Resources
ENVIRONMENTAL MANAGEMENT BUREAU
DENR Cmpd. Visayas Ave., Diliman,
Quezon City**

December 15, 2021

CERTIFICATE OF ACCEPTANCE

This is to certify that **Mr. Eric John B. Creencia** had functioned as **IT Support** of the **Environmental Management Bureau** as per Contract of Agreement herewith attached.

That the performance of his services for the **period of December 01 to 15, 2021** is hereby:

- ☐ Accepted in accordance with the terms of reference
- ☐ Not accepted for following reasons:

**CONSOLACION P. CRISOSTOMO
Chief, PPPDD**

TERMS OF REFERENCE

- Review existing information system internal (source codes and backends) and confer with end-users to validate system requirements.
- Develop programs in adherence to standard and best coding practices and conduct unit testing on modules developed and provide fixes and resolutions on bugs and system level issues reported.
- Conduct and review the result of unit testing on modules developed/updated and consolidate comments from end-users.
- Draft/Update the user and technical reference manuals prior to the operationalization of the new system or upgraded version of the system.
- Update programs and integrate code snippets and provide problem resolutions to basic bugs encountered by the users.
- Assist during the conduct of users hands-on training and technical assistance to internal users of the newly developed or enhanced version of the systems.
- Submit performance and other periodic reports in line with the assigned tasks.
- Perform other functions may be assigned by the supervisor.