# TESDA CIRCULAR

3 AMD April 20, 2021

| SUBJECT: Guidelines on the Pilot Implementation of the 12-Day Blended Training Program on Domestic Work NC II | | Page 1 of 2 Pages<br>Number 033 series of 2021 |
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In line with the agency's efforts to support the outbound OFWs and to ensure that those who are applying as domestic workers acquire the competencies at the soonest possible time, the undersigned authorized the conduct of the 12-day Blended Training Program on Domestic Work NC II through Memorandum No. 032 series of 2021 dated January14, 2021.

The effectiveness of the shortened duration of the Domestic Work NC II training shall be tested through the pilot implementation before it is recommended for adoption by other training institutions. Hence, the following guidelines on the pilot implementation of the 12-day Blended Training Program on Domestic Work NC II are hereby issued.

## I. Scope/Coverage

These Guidelines shall cover the conduct of the pilot implementation of the 12-day Blended Training Program on Domestic Work NC II being supported by the International Labor Organization (ILO) and shall be implemented by the Fair Training Center, the partner institution of the ILO, located in Parañaque, Metro Manila.

## II. Implementation Mechanics

1. The Fair Training Center (FTC) which is the partner training institution of ILO in this project shall conduct the pilot implementation of the 12-day blended training program on Domestic Work NC II.

2. The TESDA MuntiParLasTaPat (MPLTP) District Office shall supervise the implementation of the program.

3. FTC shall submit the letter of intent and additional documents, i.e. CBC, Training Plan, CTPR of the institution-based registered Domestic Work NC II and List of Trainers to facilitate the issuance of the Certificate of Recognition (CoR) for the blended training program.

4. TESDA NCR shall issue a separate Certificate of Recognition (CoR) for the pilot 12-day blended training program on Domestic Work NC II to FTC.

5. TESDA MPLTP shall secure proper clearance from the Local Government Unit (LGU) to conduct the face-to-face training.

6. FTC shall ensure the safety of the learners and adhere and comply to the health protocols provided by TESDA and IATF-EID.

7. FTC shall implement the pilot 12-day training program for a minimum of sixty learners within a period of (6) months. The conduct of the 12-day blended training program should be completed before FTC conducts the training program to another batch of learners.

8. The learners shall ensure one hundred percent (100%) attendance to the 12-day training program. Any learner who fails to attend completely the 12-day training shall be considered as dropout.

9. The learners shall undergo the online training for the first ten (10) days of the program. The last two days of the training program shall be conducted through face-to-face modality. This will enable the learners to be introduced and familiarized on the operations of the different equipment.

10. Learners of the program cannot avail of the free assessment and scholarship grants under the Training for Work Scholarship Program (TWSP) of TESDA.

11. Assessment of graduates shall comply to the provisions specified under Letter B-Assessments of MEMORANDUM No. 154-A s. 2021 on Amendment of Memorandum No. 154 s. 2021 on Strengthening the Quality Assurance of Domestic Work NC II.

## III. Monitoring and Evaluation

1. The FTC shall submit reports on the number of graduates, assessed and certified for every batch conducted to TESDA MuntiParLasTaPat District Office.

2. Monitoring of the implementation of the 12-day training program shall be conducted by the TESDA MuntiParLasTaPat District Office on a regular basis.

3. The TESDA MPLTP District Office shall submit a report for every concluded batch to the undersigned.

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4. Effectiveness of the Pilot Implementation shall be measured through:

    a. Certification Rate;
    b. Acceptance of prospective employers.

5. In case the pilot implementation of the program is effective based on the indicated criteria after the conduct of two (2) batches within a period of one month, the 12-Day Blended Training Program on Domestic Work NC II shall be recommended for adoption by other training institutions.

This Circular shall take effect as indicated.

**SEC. ISIDRO S LAPEÑA, PhD, CSEE**
Director General