

TESDA CIRCULAR

SUBJECT: Implementing Guidelines on the Deployment of Training Regulations (TR) and Competency Assessment Tools (CATs) for Manual Metal Arc Welding (MMAW) NC IV		Page 1 of 8 pages Number <u>012</u> series of 2022
Date Issued: February 21, 2022	Effectivity: Immediately	Supersedes:

In the interest of the service and to provide coherence and standards in the deployment of amended **Training Regulations for Shielded Metal Arc Welding (SMAW) NC IV to Manual Metal Arc Welding (MMAW) NC IV**, the following Implementing Guidelines are hereby issued:

I. BACKGROUND/RATIONALE

- TESDA Board Resolution No. **2021- 49** dated **14 September 2021** on “Approving and Promulgating the Amended Training Regulations for Shielded Metal Arc Welding (SMAW) NC IV to Manual Metal Arc Welding (MMAW) NC IV” was issued.
- The abovementioned Training Regulations (TR) was reviewed in partnership with the Philippine Welding Society (PWS).
- The deployment of this TR is in accordance with the Operating Procedure on the Development and Deployment of Training Regulations under ISO 9001:2015.

II. OBJECTIVES

- To implement the TRs aimed at better responding to the demands of the industry. This TR will promote competencies that are readily employable, environment-friendly and compliant with the industry requirements of the Metals and Engineering Sector;
- To strengthen the industry-academe linkages addressing the “skills-jobs mismatch” in critical sectors; and
- To build the training and assessment infrastructures for the development of industry workers in the sector.

III. SCOPE / COVERAGE

New and existing training programs registered under the No Training Regulations (NTR) or LGU/industry/other government programs relating or leading to Manual Metal Arc Welding (MMAW) NC IV shall be covered by this Circular.

IV. IMPLEMENTATION MECHANISM

A. Utilization of the Amended TR

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To ensure utilization of this TR, all Regional/Provincial/District Directors shall immediately encourage and facilitate the registration and re-registration of abovementioned program. The Qualifications and Standards Office (QSO) shall conduct the deployment/orientation of the TRs and CATs for all Regional/Provincial/District Offices in accordance with the Operating Procedure on Development and Deployment of TRs and CATs.

B. Training Delivery Modality

1. Training providers shall be required to offer the program using training delivery mode options such as institution/school-based or enterprise-based or community-based or combination of modalities.
2. To standardize program offerings, the training providers shall be required to develop Competency-Based Curriculum (CBC) based on this TR;
3. To ensure the quality of the training delivery, the training providers shall adhere to the training arrangements as stipulated in this TR, including the trainer's qualifications, trainee entry requirements, training facilities, materials, tools and equipment.

C. Program Registration

1. Registration or re-registration/migration to new or amended Training Regulations within a period of one (1) year shall commence only after the following activities were undertaken
 - a) The issuance of the approved Implementing Guidelines on the Deployment of Training Regulations and Competency Assessment Tools; and
 - b) Conduct of Capability Building Program for Regional Lead Trainers and Assessors (CBP for RLTs and RLAs).
 - c) The conduct of CBP for RLTs and RLAs shall facilitate the building of the training and assessment infrastructure and to ensure uniform/standard implementation of competency assessment based on Operating Procedures on Competency Assessment (TESDA-OP-CO-05, Rev. 00).
2. Subject to the relevant provisions of Section XI of TESDA Circular No. 07, Series of 2016, on the Amended Omnibus Guidelines on UTPRAS, all "No Training Regulations (NTR)" registered programs related to this

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qualification shall be re-registered as "With Training Regulations (WTR)" within a period of one (1) year which shall commence only after the activities indicated in letters a, b, and c of item No. 1 were completed.

3. The registration of program related to Manual Metal Arc Welding (MMAW) NC IV shall follow the Operating Procedure on Program Registration (TESDA-OP-CO-01, Rev. 00) and the current program registration guidelines;
4. All Regional/Provincial/District Directors are hereby instructed to process application for Program Registration within the allowable Process Cycle Time (PCT) indicated in the Operating Procedure on Program Registration or existing guidelines.
5. The National TVET Trainers Academy (NTTA) shall initiate the training for Regional Lead Trainers.
6. The following codes shall be applied for this TR:

Qualification Title	Qualification Code	Unit Code	Unit Title
		Basic Competencies	
Manual Metal Arc Welding (MMAW) NC IV	MEEMAW421	500311401	Utilize specialized communication skills
		500311402	Develop and lead teams
		500311403	Perform higher-order thinking processes and apply techniques in the workplace
		500311404	Contribute to the practice of social justice in the workplace
		500311405	Manage innovative work instructions
		500311406	Manage and evaluate usage of information
		500311407	Lead in improvement of occupational safety and health (OSH) programs, policies and procedures
		500311408	Lead towards improvement of environment work programs, policies and procedures
		500311409	Sustain entrepreneurial skills
		MEE721202	Interpret drawings and sketches

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		MEE721210	Perform basic workshop measurements and computations
		MEE721211	Contribute to quality management system
		MEE721205	Use hand tools
		MEE721212	Prepare materials and consumables
		Core Competencies	
		MEE721321	Set up welding equipment
		MEE721322	Prepare/fit up welding joints
		MEE721326	Weld austenitic stainless steel plates and pipes using MMAW

D. Trainer's Qualifications

1. Holder of National TVET Trainer Certificate Level I (NTTC Level I) in Manual Metal Arc Welding (MMAW) NC IV;
2. Must be physically fit (including differently-abled person);
3. Must have at least two (2) years welding job/industry/teaching experience with at least 24 hours training in supervisory development course

E. Assessment and Certification

1. Assessment and certification shall follow the Operating Procedure for Competency Assessment and provisions of Section 4 – Assessment and Certification Arrangements of the TRs or new assessment arrangements to adapt to the new normal.
2. A National Certificate (NC) is issued when a candidate has demonstrated competence on all units of competency for Manual Metal Arc Welding NC IV.
3. Candidates wanting to be certified will have to be assessed in accordance with the requirements identified in the evidence guide of the relevant unit/s of competency.
4. Candidates who have gained competencies through informal training, previous work or life experiences may apply for recognition in a particular qualification through competency assessment.
5. A Micro-Credential Certificate of Achievement (MCA) gained through Institutional Assessment or Recognition of Prior Learning may be issued

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to the learner or worker, in accordance with the provisions of TESDA Circular No. 048, Series of 2021.

6. Any of the following are qualified to apply for assessment and certification:
 - 6.1 Graduates of WTR-, NTR-registered programs or formal/non-formal/informal including enterprise-based training programs related to Manual Metal Arc Welding NC IV; or
 - 6.2 Experienced workers (wage employed or self-employed) who gained competencies related to all the core competencies of Manual Metal Arc Welding NC IV.
7. Holders of National Certificate (NC) in Shielded Metal Arc Welding NC IV holder are required to undergo reassessment under the amended Training Regulations for Manual Metal Arc Welding (MMAW) NC IV, upon expiration of their Certificates.

V. CONDUCT OF COMPETENCY ASSESSMENT

The Qualifications and Standards Office (QSO) shall deploy the Competency Assessment Tools (CATs) to all Regional/Provincial/District Offices. Concurrent with this, the Certification Office in collaboration with QSO shall conduct Capability Building Programs for Prospective Regional Lead Assessors as stated in Section 6 of the Operating Procedure for Development of Competency Assessment Tools (Document No. TESDA-OP-QSO-02, Rev. No. 01).

A. Qualification of Competency Assessors

In accordance with TESDA Circular No. 64, Series of 2020, on the "Accreditation of Assessment Centers and Competency Assessors under the Philippine TVET Competency Assessment and Certification System (PTCACS)" amending TESDA Circular No. 15, Series of 2015, and Operating Procedures TESDA –OP-CO-03 and 04, the Accredited Competency Assessor must fulfill all of the following conditions:

1. Practitioner in the trade area of Manual Metal Arc Welding for at least two (2) years. Practitioners refers to technical experts engaged in teaching or training workers in Manual Metal Arc Welding, or to supervisors tasked to lead and/or manage manual metal arc welders, and are able to perform the three (3) core competencies in Manual Metal Arc Welding NC IV;

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2. Holder of a National Certificate (NC) at the same or higher level of the Qualification where the Assessor is accredited;
3. Holder of NTTC I and/or COC 2 — Conduct Competency Assessment under TM I.
4. For new Applicant - Competency Assessor, he/she must have conducted actual assessment to at least ten (10) candidates under the supervision of a Regional/ Provincial Lead Assessor, as part of capability building of Competency Assessors.
5. For Accredited Competency Assessors for amended Training Regulations, he/she shall only be required to conduct actual assessment to at least two (2) candidates for related qualifications under the supervision of a Regional/Provincial Lead Assessor.
6. Erring Assessors shall be subjected to the provisions of TESDA Circular No. 134, Series of 2019, or other relevant issuances.

B. Competency Assessment Tools (CATs)

1. **The CATs shall be regarded with strict confidentiality.** The documents include the Assessor's Guide, Rating Sheet with prescribed Tasks/Activities and time allocation for the conduct of assessment.
2. The Assessor's Guide shall be strictly followed in the conduct of assessment. The Rating Sheet shall be used to record the evaluation of candidates.
3. The Specific Instructions for the Candidate shall be provided to each candidate at the start of assessment and returned to assessor right after the assessment activity.
4. The CATs must be enhanced for alignment in the conduct of competency assessment in the new normal, subject to agreement among the National Experts, QSO and CO.
5. The CATs must be returned to the TESDA Representative/ District/ Provincial Officer within the same day of assessment or based on guidelines in the conduct of assessment in the new normal.

C. Assessment Centers

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1. Conduct of assessment shall be done in Accredited Assessment Centers, which passed the requirements based on the Operating Procedure or existing guidelines.
2. The CATs specification on the size requirement for the facilities and List of Supplies, Tools and Equipment must be used in the Accreditation of Assessment Center or as provided in current TESDA Circulars related to conduct of assessment in the new normal i.e., subject to health and safety protocols additional computer and camera requirements in the case of virtual competency assessment.

D. Assessment Fee

A separate TESDA Circular shall be issued upon promulgation of assessment fee for this qualification.

E. Integrity Fortification

Integrity fortification of assessment and certification shall be strictly adhered to through the implementation of the following measures:

1. Conduct of Capability Building Program for Regional Lead Assessors (RLAs) by the Certification Office in collaboration with QSO;
2. Conduct of Capability Building Program for Prospective Provincial Lead Assessors (PLAs) and Competency Assessors by the Regional Office (RO) through the appointed RLAs;
3. Pre-scheduled assessment;
4. Presence of a TESDA Representative during the entire conduct of assessment; and
5. Conduct of Calibration Workshop for Accredited Competency Assessors by the TESDA Regional/Provincial Offices through the RLA/PLAs or by the CO and QSO, as necessary; and
6. Installation of CCTV cameras, subject to guidelines issued for the purpose, and Data Privacy rules and regulations.

F. Registry of Certified Workers

The information on individuals assessed and certified shall be encoded in the TESDA Training Management Information System (T2MIS) and the list of

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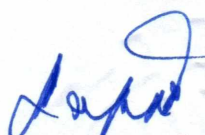

certified individuals shall be accessed through the Registry of Certified Workers (RCW) in the TESDA Website.

VI. MONITORING AND FEEDBACK SYSTEM

1. The Regional and Provincial/District Offices (ROPO/DO) shall closely monitor the implementation of the registered programs under this TR; and
2. The ROPO/DO shall require the education and training providers with registered program under this TR to report the enrolled, graduates and employed in the T2MIS as part of the regular monitoring and feedback system.

VII. EFFECTIVITY

This Circular shall take effect as indicated and shall supersede all other issuances inconsistent hereof. Wide dissemination of this Circular by all concerned is hereby enjoined.



SEC. ISIDRO S LAPEÑA, PhD, CSEE
Director General

