TESDA CIRCULAR

SUBJECT: **Implementing Guidelines on the Deployment of Competency Standards (CS) for Coffee Production Level II**		**Page 1 of 4 pages** **Number 069 series of 2020**
Date Issued: 04 June 2020	**Effectivity:** Immediately	**Supersedes:**

In the interest of the service, the following Guidelines in the deployment of the Competency Standards (CS) for **Coffee Production Level II** are hereby issued:

I. BACKGROUND/LEGAL BASIS

1. **TESDA CY 2018 Planning Guidelines** under B.1.3 **"Adapt and adopt"** policy shall be pursued in the development of competency standards/TRs, particularly for high-end technologies, higher level qualifications using the available off-the-shelf competency standards developed by industries, multi-bilateral agencies and international development partners and;

2. The abovementioned Competency Standards (CS) was developed through actual interview and consultation with stakeholders and experts of coffee nursery operation from Bukidnon Integrated Coffee Center (BICC), NOMIARC/NMACLRC, Malaybalay, Bukidnon.

II. PROGRAM DESCRIPTION

This program on the development and deployment of Competency Standards will focuses on formulating skills standards which will be the basis for training delivery and institutional assessment. Application and utilization of this competency standards at the field level shall be carried out through an "Implementing Guidelines". The goal is to produce competent workers for coffee industry such as coffee farmer, coffee grower, coffee nursery operator among others. Consequently, addressing one of the challenges of the industry, which is on the lack of proper training on coffee nursery operation inclusive of new range of technologies as pursued by the abovementioned industry stakeholders.

III. OBJECTIVES

1. To immediately respond to industry skills requirement for Coffee Nursery Operation with the goal to produce competent individuals equipped with 21st Century Skills and compliant to the existing industry standards pertaining to OSHS, GAPs, and Waste Management.

2. To provide world-class and competent human resources for the Coffee Nursery Operation under the Agriculture; Forestry and Fishery Sector; and

3. To ensure that the education and training providers shall deliver the programs in accordance with the above-mentioned CS as required by the Agriculture, Forestry and Fishery Sector.

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IV. SCOPE/COVERAGE

This CS shall be the basis for the development of the Competency-based Curriculum (CBC) which shall be submitted by the education and training providers registering the program at the TESDA Provincial/District Offices.

V. IMPLEMENTATION MECHANICS

A. Utilization of the Developed CS

1. To ensure the utilization of this CS, all Regional/Provincial/District Directors shall immediately advocate/encourage the registration of abovementioned program; and

2. Copy of the CS will be made available and can be downloaded from the TESDA website.

B. Program Registration

1. All Regional/Provincial Directors are hereby instructed to process applications for program registration as "No Training Regulations" (NTR) following the Amended Omnibus Guidelines under the Unified TVET Program Registration and Accreditation System (TESDA Circular No. 07 series of 2016) and within the allowable process cycle time (PCT) of three (3) working days indicated in the existing guidelines (TESDA Circular No. 073 s. 2019). Further, the education and training providers shall develop and submit the competency-based curriculum with number of training hours and appropriate lists of tools, materials, equipment and facilities for training and assessment.

2. To standardize the program implementation and ensure that they are in accordance with the CS, National Institute for Technical Education and Skills Development (NITESD) and Regional Offices/Provincial Offices (RO/POs) shall assist in the development of the Competency-Based Curriculum (CBC).

C. Trainee Entry Requirements

Trainees or students wishing to gain entry into this course must possess the following requirements:

- Good communication skills
- Basic mathematical skills

- Holder of Certificate of Completion on 10 years of basic education or Alternative Learning System (ALS) with grade 10 equivalent

D. Trainer's Qualification

The trainer shall have the following qualifications:

- Must have two (2) years industry experience relevant to coffee production within the last five (5) years
- Must have training of trainer's certificate **OR** must be a practicing trainers for 2 years within the last 5 years

E. Institutional Assessment of Graduates

1. The education and training providers shall ensure the conduct of institutional assessment after the completion of the training program; and
2. The education and training providers (including the enterprises where trainings are conducted) shall issue the Training Certificate after completion of the training and passing the institutional assessment of graduates.

F. Scholarship Provision

1. A scholarship training subsidy shall be allocated/provided to enrollees of the registered training program; and
2. Training cost shall be computed based on the submitted curriculum where the training hours and list of tools, materials and equipment are indicated.

VI. MONITORING AND FEEDBACK SYSTEM

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

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VII. EFFECTIVITY

This Circular shall take effect as indicated. Wide dissemination of this Circular by all concerned is hereby enjoined.

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Director General