TESDA CIRCULAR

SUBJECT: Implementing Guidelines on the Deployment of Competency Standards (CS) for Data Analytics Level III		Page 1 of 4 pages Number 049 series of 2023
Date Issued: 10 NOV 2023	Effectivity: Immediately	Supersedes:

In the interest of the service and to provide quality and uniform program delivery, the following Guidelines in the deployment of the Competency Standards (CS) for **Data Analytics Level III** are hereby issued:

I. BACKGROUND/LEGAL BASIS

A. The TESDA Act of 1994 (Republic Act No. 7796) defined TESDA as the authority in the "establishment and administration of National Trade Skills Standards (NTSS)." The NTSS eventually evolved into the present-day training regulations (TRs) following the reforms instituted by the agency for the country's TVET, particularly along competency-based, education and training. As such, TESDA is mandated by law to develop and update the competence of the country's industry workers to enhance their employability and ensure long-term economic development.

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

C. The abovementioned Competency Standards (CS) was developed through adapt and adopt process, benchmarking with International Data Analytics standards. CS was validated in coordination with the Analytics Association of the Philippines (AAP).

II. OBJECTIVES

A. To immediately respond to the industry skills requirements for cybersecurity professionals with the goal to produce competent individuals equipped with 21st Century Skills and compliant with the existing industry standards and practices.

B. To ensure that the education and training providers shall deliver the programs in accordance with the abovementioned CS as required by the ICT Sector.

III. 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 with the TESDA Provincial/District Offices.

IV. IMPLEMENTATION MECHANICS

A. Utilization of the Developed CS

1. To ensure 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/District Directors are hereby instructed to process applications for program registration as "No Training Regulations" (NTR) following the Omnibus Guidelines on Technical Vocational Education and Training (TVET) Program Registration (TESDA Circular No. 107 series of 2021) and within the allowable process cycle time (PCT) of three (3) working days indicated in the existing guidelines (TESDA Circular No. 073, Series of 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, the National Institute for Technical Education and Skills Development (NITESD) and Regional Offices/ Provincial Offices/ District Offices (RO/PO/DOs) shall assist in the development of the Competency-Based Curriculum (CBC).

3. The following codes shall be applied for this CS:

Qualification Title	Data Analytics Level III
Qualification Code	CS-ICTDAT323

Unit Code	Unit Title
Basic Competencies	
400311319	Lead workplace communication
400311320	Lead small teams
400311321	Apply critical thinking and problem solving techniques in the workplace
400311322	Work in a diverse environment
400311323	Propose methods of applying learning and innovation in the organization
400311324	Use information systematically

400311325	Evaluate occupational safety and health work practices
400311326	Evaluate environmental work practices
400311327	Facilitate entrepreneurial skills for micro-small-medium enterprises (MSMEs)
Common Competencies	
ICT315202	Apply quality standards
ICT311203	Perform computer operations
Core Competencies	
CS-ICT251205	Apply statistical concepts and analysis
CS-ICT251206	Prepare data sets
CS-ICT251207	Summarize data sets
CS-ICT251208	Prepare data visualization

C. 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.

V. SCHOLARSHIP PROVISION

1. A scholarship training subsidy shall be allocated/provided to enrollees of the registered training program under the existing guidelines; 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/District Offices (ROPO/DO) shall closely monitor the implementation of the registered programs under these CS; and

2. The ROPO/DO 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. TRANSITORY PERIOD

1. All registered programs under this CS are required to migrate to the WTR one (1) year after the issuance of the Implementing Guidelines of the TR, CATs and AFs for this qualification. This CS will be delisted upon the issuance of the new IG for the WTR.

VIII. EFFECTIVITY

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

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