TESDA CIRCULAR

SUBJECT: Implementing Guidelines on the Deployment of Training Regulations(TR) and Competency Assessment Tools (CATs) for Speed Limitation Device Servicing NC II		Page 1 of 8 pages Number 126 series of 2020
Date Issued: 22 October 2020	**Effectivity:** Immediately	**Supersedes:**

In the interest of the service and to provide coherence and standards in the deployment of amended **Training Regulations for Speed Limitation Device Servicing NC II,** the following Implementing Guidelines are hereby issued:

I. BACKGROUND/RATIONALE

- TESDA Board Resolution No. **2020-31** dated **11 August 2020** "Approving and Promulgating the Training Regulations for Speed Limitation Device Servicing NC II" was issued.
- The abovementioned Training Regulations (TR) was developed in partnership with the Department of Transportation (DOTr), Truck Manufacturers Association (TMA) and Chamber of Automotive Manufacturers of the Philippines, Inc. (CAMPI).
- 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 Training Regulations, aimed at better responding to demands of the industry. This TR will promote competencies that are readily employable, environment-friendly and compliant with the industry requirements of the Automotive and Land Transportation sector;
- To strengthen the industry-academe linkages addressing the "skill-job mismatch" in critical sector; 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 Speed Limitation Device Servicing NC II shall be covered by this Circular.

IV. IMPLEMENTATION MECHANISM

A. Utilization of the New TR

To ensure utilization of this TR, all Regional/Provincial/District Directors shall immediately advocate/encourage and facilitate the registration and re-registration of abovementioned program subject to Section IV C of this Circular. The Qualifications and Standards Office (QSO) shall initiate deployment/orientation of TRs and CATs for all Regional/Provincial 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 program in any of the following venue options: institution/school-based, enterprise-based or community-based, through traditional and / or flexible delivery mode;

2. To standardize program offerings, training providers shall be required to develop Competency-Based Curriculum based on this TR;

3. To ensure quality training delivery, 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 issuance of the approved Implementing Guidelines on the Deployment of Training Regulations, Competency Assessment Tools, and the conduct of Capability Building Program for Regional Lead Trainers and Assessors (CBP for RLTs and RLAs). 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 Procedure 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 qualification shall be re-registered as "With Training Regulations (WTR)"

within a period of one (1) year which shall commence only after the issuance of the approved Implementing Guidelines on the Deployment of Training Regulations, Competency Assessment Tools, and the conduct of Capability Building Program for Regional Lead Trainers and Assessors (CBP for RLTs and RLAs).

3. The registration of program related to Speed Limitation Device Servicing NC II shall follow the Operating Procedure on Program Registration (TESDA-OP-CO-01, Rev. 00) and 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 training of Regional Lead Trainers.

6. The following codes shall be applied for this TR:

Qualification Title	Qualification Code	Unit Code	Unit Title
		Basic Competencies	
Speed Limitation Device Servicing) NC II	ALTSLD220	400311210	Participate in workplace communication
		400311211	Work in a team environment
		400311212	Solve/address general workplace problems
		400311213	Develop career and life decisions
		400311214	Contribute to workplace innovation
		400311215	Present relevant information
		400311216	Practice occupational safety and health policies and procedures
		400311217	Exercise efficient and effective sustainable practices in the workplace
		400311218	Practice entrepreneurial skills in the workplace
		Common Competencies	

		ALT723211	Validate vehicle specification
		ALT723214	Utilize automotive tools
		ALT723215	Perform mensuration and calculation
		ALT723216	Utilize workshop facilities and equipment
		ALT723217	Prepare servicing parts and consumables
		ALT723218	Prepare vehicle for servicing and releasing
		Core Competencies	
		ALT723382	Conduct basic inspection of engine and other electrical components
		ALT723383	Perform installation of Speed Limitation Device
		ALT723384	Maintain Speed Limitation Device

D. Trainer's Qualifications

1. Holder of National TVET Trainer Certificate (NTTC) Level I in Speed Limitation Device Servicing NC II or Automotive Servicing NC III; and

2. Must have at least 6 months' industry experience in Speed Limitation Device Installation for the last 3 years.

E. Assessment and Certification

1. Assessment and certification shall follow the Operating Procedure for Competency Assessment (Document No. TESDA-OP-CO-05, Revision 00) and provisions of Section 4 – Assessment and Certification Arrangements of the TRs.

2. A National Certificate (NC) is issued when a candidate has demonstrated competence in all units of competency for Speed Limitation Device Servicing NC II.

3. Individuals 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 or portfolio assessment.

5. The following are qualified to apply for **assessment and certification**:

   5.1 Graduates of WTR, NTR-registered programs or formal/non-formal/informal including enterprise-based trainings related to Speed Limitation Device Servicing; and holder of Certificate of Competency (COC) in Service Engine Component and Service Electrical Components OR Automotive Servicing (Engine Repair) NC II and Automotive Servicing (Electrical Repair) NC II; or

   5.2 Experienced workers (wage employed or self-employed) who have at least two (2) years of experience in Speed Limitation Device Installation and Servicing. A Certificate of Employment and Job Description must be provided as proof. In which case, those who have gained at least two (2) years of experience in Speed Limitation Device Installation and Servicing can avail of the portfolio assessment and be exempted from the provisions of TESDA Circular No. 59, Series of 2020, which requires that the number of years of work experience shall be at least five (5) years to be eligible for portfolio assessment.

V. CONDUCT OF COMPETENCY ASSESSMENT

The QSO shall deploy the Competency Assessment Tools (CATs) to all Regional/Provincial Offices. Concurrent with this, the Certification Office shall conduct Capability Building Programs for **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. Holder of a National Certificate at the same or higher level of the Qualification where the assessor is accredited;

2. Holder of NTTC I and/or COC 2 — Conduct Competency Assessment under TM I;

3. 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.

4. For accredited competency assessors for amended Training Regulations — he/she shall only be required to conduct actual assessment to at least (2) candidates for related qualifications under the supervision of a Regional/Provincial Lead Assessor.

5. Erring Assessors shall be subjected to the provisions of TESDA Circular No. 134, Series of 2019.

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 returned to the TESDA Representative/ District/ Provincial Officer within the same day of assessment.**

C. Assessment Centers

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 an Assessment Center**.

3. Relevant enterprises may be accredited as Assessment Centers.

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; Conduct of Capability Building Program for Provincial Lead Assessors (PLAs) and Competency Assessors by the Regional Office through the appointed RLAs ;

2. Pre-scheduled assessment;

3. Presence of a TESDA Representative during the entire conduct of assessment; and

4. Conduct of Calibration Workshop for Competency Assessors by the TESDA Regional/Provincial Offices through the RLA/PLAs.

F. Registry of Certified Workers

1. The list of certified individuals will be uploaded in the online Registry of Workers Certified.

VI. MONITORING AND FEEDBACK SYSTEM

1. The Regional and Provincial Offices (ROPO) shall closely monitor the implementation of the registered programs under this TR; and

2. The ROPO 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.

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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