TESDA CIRCULAR

SUBJECT: **Enterprise-Based Training (EBT) Guidelines Under the New Normal Environment**		Number 00 Series of 2020 Page 1 of 4 pages
Date Issued: **13 July 2020**	Effectivity: **Immediately**	References: 1. TESDA Act of 1994 (R.A. No. 7796) 2. DTS Act of 1994 (R.A. No. 7686) 3. Tulong Trabaho Act (R.A. No. 11230) 4. TESDA Circular No. 54, S. 2019 5. TESDA Circular No. 89, S. 2019 6. OPLAN TESDA Abot Lahat: TVET Towards the New Normal 7. TESDA Circular No. 62, S. 2020 8. TESDA Circular No. 66 and 66-A S. 2020 9. IATF Resolution No. 47, S. 2020

In the interest of the service and in pursuit of the agency's efforts to continue to deliver its mandate in the light of the global health pandemic (Covid-19) and the new normal environment it ushered in, there is a need to issue this guideline that shall govern the implementation of Enterprise-based training (EBT) programs in the country.

EBT which is one of the three training venues in TVET with Institution-Based Training (IBT) and Community-Based Training (CBT) being the other two, is the more preferred training delivery mode by the industry/employers for it provides a learner with hands-on experience and exposure to the real world of work. Under EBT, partner companies are expected to provide the learner with opportunities to acquire the expected learning outcomes while in the shop floor and by being part of the production process. Thus, the participation of the partner company is crucial in the learner's acquisition of knowledge, skills and competencies.

Hence, as part of the TESDA Operational Plan (OPlan) TESDA Abot Lahat: TVET Towards a New Normal, this Circular is hereby issued.

I. OBJECTIVE

To provide guidelines on the registration, implementation and monitoring of EBT programs by adopting the necessary measures and protocols in response to the Covid-19 Crisis towards the New Normal environment.

II. SCOPE/COVERAGE

This Circular shall cover the Dual Training System (DTS)/ Dualized Training Program (DTP), Supervised Industry Learning (SIL), Apprenticeship, Learnership, Program on Accelerating Farm School Establishment (PAFSE), and In-Company or on-site training arrangements or other Industry-based training programs e.g.Trainer Industry Immersion Programs.

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III. GENERAL GUIDELINES

1. The TVET Arrangements Towards the New Normal During the Covid-19 Crisis (TESDA Circular No. 66, s. 2020 superseded by TESDA Circular No. 66-A s. 2020 on Amended/Supplemental Guidelines on the TVET Arrangements Towards the New Normal During the Covid-19 Crisis) shall be observed by all TVET providers offering EBT programs.

2. The existing EBT Operational Guidelines including, but not limited to, provisions on Partnership, Training Program, Training Plan, Status of Trainee, Financing Scheme and Incentives, as well as, the Guidelines for on-site training arrangement with regard to Construction and Farm School, shall still be adopted in the implementation of the EBT program under the new normal environment.

IV. PROGRAM IMPLEMENTATION

A. Dual Training System (DTS)/ Dualized Training Program (DTP) and Supervised Industry Learning (SIL)

1. Training Plan (TP) indicating the mode of learning, the training delivery scheme (i.e. day release or block release) to be used and the safety protocols to be adopted shall be submitted to the Provincial Office for approval and monitoring purposes.

   The TPs of Technical Vocational Institutions (TVIs) with on-going in-plant trainings may be revised whenever practicable to adjust the training delivery scheme to be adopted and set the applicable flexible learning arrangements for approval of the Provincial Director.

2. TVIs and their partner companies in DTS/DTP and SIL implementation shall adhere to the Guidelines in Implementing Flexible Learning in TVET (TESDA Circular No. 62, s. 2020) for the in-school training component.

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Flexible learning delivery arrangements include the following:

a. Face-to-face Learning
b. Online Learning
c. Blended Learning
d. Distance Learning
e. Combination of Distance Learning and Face-to-face Learning

3. Per IATF Resolution No. 47, S. 2020, face-to-face learning may be conducted at up to 50% training capacity provided there is strict compliance with minimum public health standards, TESDA guidelines and consultation with local government units under Modified General Community Quarantine.

   In-plant training can resume depending on the location of the partner company and their status under the IATF assessment. Consequently, the partner company/companies, regardless of business size, may have the option to revise their Training Plan (TP) in order to comply with safety protocols. The TESDA Regional/Provincial Office should be informed of any revision to the previously approved Training Plan.

4. Partner companies shall be responsible in ensuring that the minimum health standards prescribed by government are strictly observed in the in-plant training phase.

B. Apprenticeship, Learnership, Program on Accelerating Farm School Establishment (PAFSE) and other in-company/on-site training arrangements/industry-based training programs

1. Establishments/Companies with Apprenticeship and Learnership Programs, farm schools covered by PAFSE, and entities with in-company/on-site training arrangements/industry-based training

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programs shall strictly follow the training and administrative arrangements set in TESDA Circular No. 66, s. 2020 as superseded by TESDA Circular No. 66-A s. 2020, and other workplace safety arrangement set by government.

V. MONITORING

1. TESDA Regional and Provincial Office shall monitor the compliance by the TVIs, Establishments and Farm Schools in the implementation of the in-plant training component in the approved Training Plan and with other administrative protocols and requirements prescribed by the government.

2. The conduct of inspection, both for program registration and implementation, may be done virtually or face-to-face, as allowed by the governing guidelines issued by the TESDA, IATF, the DOH and the local government.

This Circular shall take effect as indicated and shall amend previous issuances or part/s thereof inconsistent herewith.

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