TESDA CIRCULAR

SUBJECT: Approved TESDA Board Resolution Nos. 2019-14 to 2019-18 and 2016-10 as Amended		Page 1 of 1 pages Number 041, series of 2019
Date Issued: March 28, 2019	Effectivity: As indicated	Supersedes:

In line with the agency's continuing effort to improve certain policies and procedures, we are providing you with the resolutions approved by the TESDA Board during the 109th TESDA Board Meeting held on 27 March 2019:

1. BR No. 2019-15 "Approving the Assessment Fee for Tour Packaging (Fit Ad Hoc Domestic) Services NC II"
2. BR No. 2019-16 "Approving the Assessment Fee for Barangay Health Services NC II"
3. BR No. 2019-17 "Approving the Assessment Fees for Beauty Care (Skin Care) Services NC II"
4. BR No. 2019-18 "Approving the Assessment Fees for Driving NC II, Driving (Passenger Bus/Straight Truck) NC III and Driving (Articulated Vehicle) NC III"
5. BR No. 2016-10 as Amended "Authorizing the Director General of TESDA to Accept and Sign the Deed of Donation Involving Seven Thousand Seven Hundred Ninety-Eight (7,798) Square Meters Lot Donated to TESDA-Region IX by The City Government of Pagadian in Barangay Balintawak, Pagadian City"

The foregoing resolutions supersede all other issuances inconsistent therewith.

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

Republic of the Philippines
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
East Service Road, South Luzon Expressway (SLEX)
Fort Bonifacio, Taguig City

109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
7/F TESDA Board Room, Office of the Chair
Taguig City, Metro Manila

Resolution No. 2019-15
(Page 1 of 5 pages)

APPROVING THE ASSESSMENT FEE FOR TOUR PACKAGING (FIT AD HOC DOMESTIC) SERVICES NC II

WHEREAS, paragraph 9, Section 8 of Republic Act No.7796 or the Technical Education and Skills Development Act of 1994 empowers the TESDA Board to "exact reasonable fees and charges for such tests and training conducted and retain such earnings for its own use, subject to guidelines promulgated by the Authority";

WHEREAS, Administrative Order No. 31, series of 2012, directs and authorizes all heads of departments, bureaus, commissions, agencies, offices and instrumentalities of the national government, including government-owned and/or controlled corporations (GOCCs), to rationalize the rates of their fees and charges, increase their existing rates and impose new fees and charges;

WHEREAS, DOF – DBM – NEDA Joint Circular No. 1-2013 provides for the Implementing Rules and Regulations of Administrative Order No. 31, series of 2012, on the Rationalization of Rates of Fees and Charges, Increase in Existing Rates, and Imposition of New Fees and Charges;

WHEREAS, Section 5 of the DOF – DBM – NEDA Joint Circular No. 1-2013, states that the determination of the rates of fees and charges shall consider the direct costs of rendering the service based on current appropriation, which shall include the cost of supplies and materials, salaries and wages of personnel directly involved in the service, and the proportionate share in the expenses of the agency or department, including the depreciation costs of equipment used;

WHEREAS, to implement the intent of the above cited Joint Circular, the TESDA Secretariat through the Qualifications and Standards Office (QSO) initiated the review of assessment fees and pursued a seven-step process, as follows:

1. Creation of TESDA's Task Force (TF) on the Review of Training Costs, Assessment Fees, and other Cost implemented by TESDA;
2. Orientation of the TESDA Task Force by the National Tax Research Center;
3. Conduct of Assessment Fee Workshops with the Technical Experts;
4. Presentation of Proposed Assessment Fees to TF and NTRC;
5. Presentation of Proposed Fees to TESDA Board Joint Standards-Setting and Systems Development and Finance Committee;
6. Conduct of Public Hearing(s) for the Proposed Assessment Fee(s); and
7. Approval and Promulgation of Assessment Fees by the TESDA Board for nationwide implementation.

Republic of the Philippines
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East Service Road, South Luzon Expressway (SLEX)
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Taguig City, Metro Manila

Resolution No. 2019-15
(Page 2 of 5 pages)

APPROVING THE ASSESSMENT FEE FOR TOUR PACKAGING (FIT AD HOC DOMESTIC) SERVICES NC II

WHEREAS, in determining the amount of assessment fees, the following Factors and Operational Guidelines were followed:

- **Factors:**
  - Direct Cost
    - Salaries & wages of personnel involved in the delivery of service
    - Supplies and Materials (consumable and reusable)
    - Utilities (e.g. electricity, water, gas)
  - Indirect Cost
    - Tools and equipment cost imputation
  - Capital Outlay
    - Rental of buildings
  - Assessment Process Workflow
  - Plus 10% cost recovery

- **Six Operational Principles:**
  - Derive an equitable fee that is affordable to the candidate;
  - Use less expensive supplies and materials or substitutes, if possible;
  - Increase reusability of tools and equipment;
  - Where applicable, do not charge the candidate for tools and equipment;
  - Use average of regional costs; and
  - Provide information as FACTS (factual, accurate, comprehensive, transparent, and systematic).

WHEREAS, TESDA Board Resolution No. 2019-11 was issued, approving the and promulgating the Training Regulations for Tour Packaging (FIT Ad Hoc Domestic) Services NC II held on 11 January 2019 during the 107th TESDA Board Meeting;

WHEREAS, during the 41st Joint SSSD and Finance (SSSD-F) Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 13 February 2019, the Members of the SSSD-Fin Committee TESDA Board-TESDA Secretariat deliberated on the experts' proposed assessment fee for Tour Packaging (FIT Ad Hoc Domestic) Services NC II and favorably endorsed for consideration and approval of the TESDA Board as mentioned hereunder:

- Tour Packaging (FIT Ad Hoc Domestic) Services NC II:
  Five Hundred Eighty-Two Pesos (Php582.00)

Republic of the Philippines
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Taguig City, Metro Manila

Resolution No. 2019-15
(Page 3 of 5 pages)

APPROVING THE ASSESSMENT FEE FOR TOUR PACKAGING (FIT AD HOC DOMESTIC) SERVICES NC II

WHEREAS, the technical computation of the assessment fee for Tour Packaging (FIT Ad Hoc Domestic) Services NC II is hereby appended as Annex "A" and shall form an integral part of this Resolution;

WHEREAS, pursuant to Administrative Order No. 31, series of 2012, the National Tax Research Center (NTRC) has reviewed the computation of the above mentioned assessment fee for Tour Packaging (FIT Ad Hoc Domestic) Services NC II;

WHEREAS, the Members of the TESDA Board present during the 6th Joint Standards - Setting and Systems Development and Finance Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 20 April 2016 agreed that the assessment fees shall be subject to review based on the following:

1. Indicators in the industry or in the economy that may have a significant impact on certain cost items which were included in the computation of the assessment fees such as but not limited to:
   - cost of electricity;
   - cost of rental; and
   - mandated minimum wages and others, if applicable.

2. The assessment fees shall be reviewed after two (2) years unless prior cost items indicated in the computation of the assessment fees will have a significant impact that might necessitate an earlier review.

WHEREAS, stakeholders' consultations were held in Visayas, Luzon, and Mindanao on 7, 12, and 14 March 2019 respectively, to ensure that the proposed assessment fee for Tour Packaging (FIT Ad Hoc Domestic) Services NC II was properly disseminated and discussed with the stakeholders, pursuant to the Implementing Rules and Regulations of Administrative Order No. 31, series of 2012. The list of participants is hereby appended as Annex "B" of this Resolution to form an integral part hereof;

NOW THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the TESDA Board in its meeting today, 27 March 2019, approves the assessment fee for Tour Packaging (FIT Ad Hoc Domestic) Services NC II, as:

- Tour Packaging (FIT Ad Hoc Domestic) Services NC II:
  Five Hundred Eighty-Two Pesos (Php582.00)

Republic of the Philippines
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109th TESDA Board Meeting
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7/F TESDA Board Room, Office of the Chair
Taguig City, Metro Manila

Resolution No. 2019-15
(Page 4 of 5 pages)

APPROVING THE ASSESSMENT FEE FOR TOUR PACKAGING (FIT AD HOC DOMESTIC) SERVICES NC II

BE IT RESOLVED, FURTHER, that this Resolution shall be published in a newspaper of general circulation and disseminated to all concerned offices and the same shall be effective fifteen (15) days upon publication;

BE IT RESOLVED, FINALLY, that the TESDA Secretariat is directed to issue the appropriate Implementing Guidelines within thirty (30) days from the date of effectivity of this Board Resolution. All competency assessment under this Resolution must comply with the aforementioned fee and the Implementing Guidelines under penalty of suspension or revocation of accreditation as appropriate, after due process.

Adopted this 27th day of March 2019.

ATTY. MARICHELLE D. DE GUZMAN
Board Secretary VI

Attested by:

SEC. ISIDRO S. LAPEÑA, PhD., CSEE
Designated Chairperson, TESDA Board
Director General, TESDA

USEC. LORNA D. DINO
Department of Education

USEC. RAFAELITA M. ALDABA
Department of Trade and Industry

MR. RENE LUIS M. TADLE
Board Member, Labor Sector

MR. ISIDRO ANTONIO C. ASPER
Board Member, Labor Sector

Republic of the Philippines
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East Service Road, South Luzon Expressway (SLEX)
Fort Bonifacio, Taguig City

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Taguig City, Metro Manila

Resolution No. 2019-15
(Page 5 of 5 pages)

APPROVING THE ASSESSMENT FEE FOR TOUR PACKAGING (FIT AD HOC DOMESTIC) SERVICES NC II

MR. RAMON R. DE LEON
Board Member, Labor Sector

MR. ROGELIO J. CHAVEZ, JR.
Board Member, Labor Sector

ATTY. BAYANI G. DIWA
Board Member, Labor Sector

DR. GUIMBAS. POINGAN
Board Member, Education and Training Sector

MS. PATRICIA C. DALMAS
Board Member, Education and Training Sector

Republic of the Philippines
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
East Service Road, South Luzon Expressway (SLEX)
Fort Bonifacio, Taguig City

109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
7/F TESDA Board Room, Office of the Chair
Taguig City, Metro Manila

Resolution No. 2019-16
(Page 1 of 5 pages)

APPROVING THE ASSESSMENT FEE FOR BARANGAY HEALTH SERVICES NC II

WHEREAS, paragraph 9, Section 8 of Republic Act No.7796 or the Technical Education and Skills Development Act of 1994 empowers the TESDA Board to "exact reasonable fees and charges for such tests and training conducted and retain such earnings for its own use, subject to guidelines promulgated by the Authority";

WHEREAS, Administrative Order No. 31, series of 2012, directs and authorizes all heads of departments, bureaus, commissions, agencies, offices and instrumentalities of the national government, including government-owned and/or controlled corporations (GOCCs), to rationalize the rates of their fees and charges, increase their existing rates and impose new fees and charges;

WHEREAS, DOF – DBM – NEDA Joint Circular No. 1-2013 provides for the Implementing Rules and Regulations of Administrative Order No. 31, series of 2012, on the Rationalization of Rates of Fees and Charges, Increase in Existing Rates, and Imposition of New Fees and Charges;

WHEREAS, Section 5 of the DOF – DBM – NEDA Joint Circular No. 1-2013, states that the determination of the rates of fees and charges shall consider the direct costs of rendering the service based on current appropriation, which shall include the cost of supplies and materials, salaries and wages of personnel directly involved in the service, and the proportionate share in the expenses of the agency or department, including the depreciation costs of equipment used;

WHEREAS, to implement the intent of the above cited Joint Circular, the TESDA Secretariat through the Qualifications and Standards Office (QSO) initiated the review of assessment fees and pursued a seven-step process, as follows:

1. Creation of TESDA's Task Force (TF) on the Review of Training Costs, Assessment Fees, and other Cost implemented by TESDA;
2. Orientation of the TESDA Task Force by the National Tax Research Center;
3. Conduct of Assessment Fee Workshops with the Technical Experts;
4. Presentation of Proposed Assessment Fees to TF and NTRC;
5. Presentation of Proposed Fees to TESDA Board Joint Standards-Setting and Systems Development and Finance Committee;
6. Conduct of Public Hearing(s) for the Proposed Assessment Fee(s);
7. Approval and Promulgation of Assessment Fees by the TESDA Board for nationwide implementation.

Republic of the Philippines
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East Service Road, South Luzon Expressway (SLEX)
Fort Bonifacio, Taguig City

109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
7/F TESDA Board Room, Office of the Chair
Taguig City, Metro Manila

Resolution No. 2019-16

APPROVING THE ASSESSMENT FEE FOR BARANGAY HEALTH SERVICES NC II

WHEREAS, in determining the amount of assessment fees, the following Factors and Operational Guidelines were followed:

- **Factors:**
  - Direct Cost
    - Salaries & wages of personnel involved in the delivery of service
    - Supplies and Materials (consumable and reusable)
    - Utilities (e.g. electricity, water, gas)
  - Indirect Cost
    - Tools and equipment cost imputation
  - Capital Outlay
    - Rental of buildings
  - Assessment Process Workflow
  - Plus 10% cost recovery

- **Six Operational Principles:**
  - Derive an equitable fee that is affordable to the candidate;
  - Use less expensive supplies and materials or substitutes, if possible;
  - Increase reusability of tools and equipment;
  - Where applicable, do not charge the candidate for tools and equipment;
  - Use average of regional costs; and
  - Provide information as FACTS (factual, accurate, comprehensive, transparent, and systematic).

WHEREAS, TESDA Board Resolution No. 2019-08 was issued, approving the amendments to the Training Regulations for Barangay Health Services NC II held on 11 January 2019 during the 107th TESDA Board Meeting;

WHEREAS, during the 41st Joint SSSD and Finance (SSSD-F) Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 13 February 2019, the Members of the SSSD-Fin Committee TESDA Board-TESDA Secretariat deliberated on the experts' proposed assessment fees for Barangay Health Services NC II and favorably endorsed for consideration and approval of the TESDA Board as mentioned hereunder:

- Barangay Health Services NC II:
  Five Hundred Eighty Pesos (Php580.00)

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109th TESDA Board Meeting
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Taguig City, Metro Manila

Resolution No. 2019-16
(Page 3 of 5 pages)

APPROVING THE ASSESSMENT FEE FOR BARANGAY HEALTH SERVICES NC II

WHEREAS, the technical computation of the assessment fee for Barangay Health Services NC II is hereby appended as Annex "A" and shall form an integral part of this Resolution;

WHEREAS, pursuant to Administrative Order No. 31, series of 2012, the National Tax Research Center (NTRC) has reviewed the computation of the above mentioned assessment fee for Barangay Health Services NC II;

WHEREAS, the Members of the TESDA Board present during the 6th Joint Standards - Setting and Systems Development and Finance Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 20 April 2016 agreed that the assessment fees shall be subject to review based on the following:

1. Indicators in the industry or in the economy that may have a significant impact on certain cost items which were included in the computation of the assessment fees such as but not limited to:
   - cost of electricity;
   - cost of rental; and
   - mandated minimum wages and others, if applicable.

2. The assessment fees shall be reviewed after two (2) years unless prior cost items indicated in the computation of the assessment fees will have a significant impact that might necessitate an earlier review.

WHEREAS, stakeholders' consultations were held in Luzon, Visayas, and Mindanao on 7, 12, and 14 March 2019 respectively, to ensure that the proposed assessment fee for Barangay Health Services NC II was properly disseminated and discussed with the stakeholders, pursuant to the Implementing Rules and Regulations of Administrative Order No. 31, series of 2012. The list of participants is hereby appended as Annex "B" of this Resolution to form an integral part hereof;

NOW THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the TESDA Board in its meeting today, 27 March 2019, approves the assessment fee for Barangay Health Services NC II as:

- Barangay Health Services NC II:
  Five Hundred Eighty Pesos (Php580.00)

Republic of the Philippines
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
East Service Road, South Luzon Expressway (SLEX)
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109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
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Taguig City, Metro Manila

Resolution No. 2019-16
(Page 4 of 5 pages)

APPROVING THE ASSESSMENT FEE FOR BARANGAY HEALTH SERVICES NC II

BE IT RESOLVED, FURTHER, that this Resolution shall be published in a newspaper of general circulation and disseminated to all concerned offices and the same shall be effective fifteen (15) days upon publication;

BE IT RESOLVED, FINALLY, that the TESDA Secretariat is directed to issue the appropriate Implementing Guidelines within thirty (30) days from the date of effectivity of this Board Resolution. All competency assessment under this Resolution must comply with the aforementioned fee and the Implementing Guidelines under penalty of suspension or revocation of accreditation as appropriate, after due process.

Adopted this 27th day of March 2019.

ATTY. MARICHELLE D. DE GUZMAN
Board Secretary VI

Attested by:

SEC. ISIDRO S. LAPEÑA, PhD., CSEE
Designated Chairperson, TESDA Board
Director General, TESDA

USEC. LORNA D. DINO
Department of Education

USEC. RAFAELITA M. ALDABA
Department of Trade and Industry

MR. RENE LUIS M. TADLE
Board Member, Labor Sector

MR. ISIDRO ANTONIO C. ASPER
Board Member, Labor Sector

Republic of the Philippines
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109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
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Resolution No. 2019-16
(Page 5 of 5 pages)

APPROVING THE ASSESSMENT FEE FOR BARANGAY HEALTH SERVICES NC II

MR. RAMON R. DE LEON
Board Member, Labor Sector

MR. ROGELIO J. CHAVEZ, JR.
Board Member, Labor Sector

ATTY. BAYANI G. DIWA
Board Member, Labor Sector

DR. GUIMBA B. POINGAN
Board Member, Education and Training Sector

MS. PATRICIA C. DALMAS
Board Member, Education and Training Sector

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109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
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Resolution No. 2019-17
(Page 1 of 5 pages)

APPROVING THE ASSESSMENT FEES FOR BEAUTY CARE (SKIN CARE) SERVICES NC II

WHEREAS, paragraph 9, Section 8 of Republic Act No.7796 or the Technical Education and Skills Development Act of 1994 empowers the TESDA Board to "exact reasonable fees and charges for such tests and training conducted and retain such earnings for its own use, subject to guidelines promulgated by the Authority";

WHEREAS, Administrative Order No. 31, series of 2012, directs and authorizes all heads of departments, bureaus, commissions, agencies, offices and instrumentalities of the national government, including government-owned and/or controlled corporations (GOCCs), to rationalize the rates of their fees and charges, increase their existing rates and impose new fees and charges;

WHEREAS, DOF – DBM – NEDA Joint Circular No. 1-2013 provides for the Implementing Rules and Regulations of Administrative Order No. 31, series of 2012, on the Rationalization of Rates of Fees and Charges, Increase in Existing Rates, and Imposition of New Fees and Charges;

WHEREAS, Section 5 of the DOF – DBM – NEDA Joint Circular No. 1-2013, states that the determination of the rates of fees and charges shall consider the direct costs of rendering the service based on current appropriation, which shall include the cost of supplies and materials, salaries and wages of personnel directly involved in the service, and the proportionate share in the expenses of the agency or department, including the depreciation costs of equipment used;

WHEREAS, to implement the intent of the above cited Joint Circular, the TESDA Secretariat through the Qualifications and Standards Office (QSO) initiated the review of assessment fees and pursued a seven-step process, as follows:

1. Creation of TESDA's Task Force (TF) on the Review of Training Costs, Assessment Fees, and other Cost implemented by TESDA;
2. Orientation of the TESDA Task Force by the National Tax Research Center;
3. Conduct of Assessment Fee Workshops with the Technical Experts;
4. Presentation of Proposed Assessment Fees to TF and NTRC;
5. Presentation of Proposed Fees to TESDA Board Joint Standards-Setting and Systems Development and Finance Committee;
6. Conduct of Public Hearing(s) for the Proposed Assessment Fee(s); and
7. Approval and Promulgation of Assessment Fees by the TESDA Board for nationwide implementation.

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109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
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Taguig City, Metro Manila

Resolution No. 2019-17

APPROVING THE ASSESSMENT FEES FOR BEAUTY CARE (SKIN CARE) SERVICES NC II

WHEREAS, in determining the amount of assessment fees, the following Factors and Operational Guidelines were followed:

- **Factors:**
  - Direct Cost
    - Salaries & wages of personnel involved in the delivery of service
    - Supplies and Materials (consumable and reusable)
    - Utilities (e.g. electricity, water, gas)
  - Indirect Cost
    - Tools and equipment cost imputation
  - Capital Outlay
    - Rental of buildings
  - Assessment Process Workflow
  - Plus 10% cost recovery

- **Six Operational Principles:**
  - Derive an equitable fee that is affordable to the candidate;
  - Use less expensive supplies and materials or substitutes, if possible
  - Increase reusability of tools and equipment;
  - Where applicable, do not charge the candidate for tools and equipment;
  - Use average of regional costs; and
  - Provide information as FACTS (factual, accurate, comprehensive, transparent, and systematic).

WHEREAS, TESDA Board Resolution No. 2019-09 was issued, approving the amendments to the Training Regulations for Beauty Care NC III held on 11 January 2019 during the 107th TESDA Board Meeting;

WHEREAS, during the 41st Joint SSSD and Finance (SSSD-F) Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 13 February 2019, the Members of the SSSD-Fin Committee TESDA Board-TESDA Secretariat deliberated on the experts' proposed assessment fees for Beauty Care (Skin Care) Services NC II and favorably endorsed for consideration and approval of the TESDA Board as mentioned hereunder:

- Beauty Care (Skin Care) Services NC II (Full):
  Eight Hundred Fifty-Five Pesos (Php855.00)

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27 March 2019, Wednesday, 11:00 a.m.
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Resolution No. 2019-17
(Page 3 of 5 pages)

APPROVING THE ASSESSMENT FEES FOR BEAUTY CARE (SKIN CARE) SERVICES NC II

- Beauty Care (Skin Care) Services NC II (COC 1): **Six Hundred Seventy-Five Pesos (Php675.00)**
- Beauty Care (Skin Care) Services NC II (COC 2): **Six Hundred Pesos (Php600.00)**
- Beauty Care (Skin Care) Services NC II (COC 3): **Seven Hundred Twenty Pesos (Php720.00)**

WHEREAS, the technical computations of the assessment fees for Beauty Care (Skin Care) Services NC II are hereby appended as Annex "A" and shall form an integral part of this Resolution;

WHEREAS, pursuant to Administrative Order No. 31, series of 2012, the National Tax Research Center (NTRC) has reviewed the computations of the above mentioned assessment fees for Beauty Care (Skin Care) Services NC II;

WHEREAS, the Members of the TESDA Board present during the 6th Joint Standards - Setting and Systems Development and Finance Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 20 April 2016 agreed that the assessment fees shall be subject to review based on the following:

1. Indicators in the industry or in the economy that may have a significant impact on certain cost items which were included in the computation of the assessment fees such as but not limited to:
   - cost of electricity;
   - cost of rental; and
   - mandated minimum wages and others, if applicable

2. The assessment fees shall be reviewed after two (2) years unless prior cost items indicated in the computation of the assessment fees will have a significant impact that might necessitate an earlier review.

WHEREAS, stakeholders' consultations were held in Visayas, Luzon, and Mindanao on 7, 12, and 14 March 2019 respectively, to ensure that the proposed assessment fees for Beauty Care (Skin Care) Services NC II were properly disseminated and discussed with the stakeholders, pursuant to the Implementing Rules and Regulations of Administrative Order No. 31, series of 2012. The list of participants is hereby appended as Annex "B" of this Resolution to form an integral part hereof;

Republic of the Philippines
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
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109th TESDA Board Meeting
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Resolution No. 2019-17
(Page 4 of 5 pages)

APPROVING THE ASSESSMENT FEES FOR BEAUTY CARE (SKIN CARE) SERVICES NC II

NOW THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the TESDA Board in its meeting today, 27 March 2019, approves the assessment fees for Beauty Care (Skin Care) Services NC II, as follows:

- Beauty Care (Skin Care) Services NC II (Full):
  Eight Hundred Fifty-Five Pesos (Php855.00)
- Beauty Care (Skin Care) Services NC II (COC 1):
  Six Hundred Seventy-Five Pesos (Php675.00)
- Beauty Care (Skin Care) Services NC II (COC 2):
  Six Hundred Pesos (Php600.00)
- Beauty Care (Skin Care) Services NC II (COC 3):
  Seven Hundred Twenty Pesos (Php720.00)

BE IT RESOLVED, FURTHER, that this Resolution shall be published in a newspaper of general circulation and disseminated to all concerned offices and the same shall be effective fifteen (15) days upon publication;

BE IT RESOLVED, FINALLY, that the TESDA Secretariat is directed to issue the appropriate Implementing Guidelines within thirty (30) days from the date of effectivity of this Board Resolution. All competency assessment under this Resolution must comply with the aforementioned fees and the Implementing Guidelines under penalty of suspension or revocation of accreditation as appropriate, after due process.

Adopted this 27th day of March 2019.

ATTY. MARICHELLE D. DE GUZMAN
Board Secretary VI

Attested by:

SEC. ISIDRO S. LAPEÑA, PhD., CSEE
Designated Chairperson, TESDA Board
Director General, TESDA

Republic of the Philippines
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Resolution No. 2019-17
(Page 5 of 5 pages)

APPROVING THE ASSESSMENT FEES FOR BEAUTY CARE (SKIN CARE) SERVICES NC II

USEC. LORNA D. DINO
Department of Education

USEC. RAFAELITA M. ALDABA
Department of Trade and Industry

MR. RENE LUIS M. TADLE
Board Member, Labor Sector

MR. ISIDRO ANTONIO C. ASPER
Board Member, Labor Sector

MR. RAMON R. DE LEON
Board Member, Labor Sector

MR. ROGELIO J. CHAVEZ, JR.
Board Member, Labor Sector

ATTY. BAYANI G. DIWA
Board Member, Labor Sector

DR. GUMBA B. POINGAN
Board Member, Education and Training Sector

MS. PATRICIA C. DALMAS
Board Member, Education and Training Sector

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109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
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Resolution No. 2019-18
(Page 1 of 6 pages)

APPROVING THE ASSESSMENT FEES FOR DRIVING NC II, DRIVING (PASSENGER BUS/STRAIGHT TRUCK) NC III and DRIVING (ARTICULATED VEHICLE) NC III

WHEREAS, paragraph 9, Section 8 of Republic Act No.7796 or the Technical Education and Skills Development Act of 1994 empowers the TESDA Board to "exact reasonable fees and charges for such tests and training conducted and retain such earnings for its own use, subject to guidelines promulgated by the Authority";

WHEREAS, Administrative Order No. 31, series of 2012, directs and authorizes all heads of departments, bureaus, commissions, agencies, offices and instrumentalities of the national government, including government-owned and/or controlled corporations (GOCCs), to rationalize the rates of their fees and charges, increase their existing rates and impose new fees and charges;

WHEREAS, DOF – DBM – NEDA Joint Circular No. 1-2013 provides for the Implementing Rules and Regulations of Administrative Order No. 31, series of 2012, on the Rationalization of Rates of Fees and Charges, Increase in Existing Rates, and Imposition of New Fees and Charges;

WHEREAS, Section 5 of the DOF – DBM – NEDA Joint Circular No. 1-2013, states that the determination of the rates of fees and charges shall consider the direct costs of rendering the service based on current appropriation, which shall include the cost of supplies and materials, salaries and wages of personnel directly involved in the service, and the proportionate share in the expenses of the agency or department, including the depreciation costs of equipment used;

WHEREAS, to implement the intent of the above cited Joint Circular, the TESDA Secretariat through the Qualifications and Standards Office (QSO) initiated the review of assessment fees and pursued a seven-step process, as follows:

1. Creation of TESDA's Task Force (TF) on the Review of Training Costs, Assessment Fees, and other Cost implemented by TESDA;
2. Orientation of the TESDA Task Force by the National Tax Research Center;
3. Conduct of Assessment Fee Workshops with the Technical Experts;
4. Presentation of Proposed Assessment Fees to TF and NTRC;
5. Presentation of Proposed Fees to TESDA Board Joint Standards-Setting and Systems Development and Finance Committee;
6. Conduct of Public Hearing(s) for the Proposed Assessment Fee(s); and
7. Approval and Promulgation of Assessment Fees by the TESDA Board for nationwide implementation.

Republic of the Philippines
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
East Service Road, South Luzon Expressway (SLEX)
Fort Bonifacio, Taguig City

109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
7/F TESDA Board Room, Office of the Chair
Taguig City, Metro Manila

Resolution No. 2019-18
(Page 2 of 6 pages)

APPROVING THE ASSESSMENT FEES FOR DRIVING NC II, DRIVING (PASSENGER BUS/STRAIGHT TRUCK) NC III and DRIVING (ARTICULATED VEHICLE) NC III

WHEREAS, in determining the amount of assessment fees, the following Factors and Operational Guidelines were followed:

- **Factors:**
  - Direct Cost
    - Salaries & wages of personnel involved in the delivery of service
    - Supplies and Materials (consumable and reusable)
    - Utilities (e.g. electricity, water, gas)
  - Indirect Cost
    - Tools and equipment cost imputation
  - Capital Outlay
    - Rental of buildings
  - Assessment Process Workflow
  - Plus 10% cost recovery

- **Six Operational Principles:**
  - Derive an equitable fee that is affordable to the candidate;
  - Use less expensive supplies and materials or substitutes, if possible;
  - Increase reusability of tools and equipment;
  - Where applicable, do not charge the candidate for tools and equipment;
  - Use average of regional costs; and
  - Provide information as FACTS (factual, accurate, comprehensive, transparent, and systematic).

WHEREAS, TESDA Board Resolution No. 2004-20 was issued, approving and promulgating the Training Regulations for Driving NC II held on 09 December 2004 during the 44th TESDA Board Meeting;

WHEREAS, TESDA Board Resolution No. 2011-01 was issued, approving and promulgating the Training Regulations for Driving (Passenger Bus/Straight Truck) NC III and Driving (Articulated Vehicle) NC III held on 14 January 2011 during the 77th TESDA Board Meeting;

WHEREAS, during the 41st Joint SSSD and Finance (SSSD-F) Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 13 February 2019, the Members of the SSSD-Fin Committee TESDA Board-TESDA Secretariat deliberated on the experts' proposed assessment fees for Driving NC II, Driving (Passenger

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Resolution No. 2019-18
(Page 3 of 6 pages)

APPROVING THE ASSESSMENT FEES FOR DRIVING NC II, DRIVING (PASSENGER BUS/STRAIGHT TRUCK) NC III and DRIVING (ARTICULATED VEHICLE) NC III

Bus/Straight Truck) NC III and Driving (Articulated Vehicle) NC III and favorably endorsed for consideration and approval of the TESDA Board as mentioned hereunder:

Option 1 – Vehicle provided by Candidate

- Driving NC II:
  Five Hundred Thirty-Five Pesos (Php535.00)
- Driving (Passenger Bus/Straight Truck) NC III:
  Eight Hundred Ten Pesos (Php810.00)
- Driving (Articulated Vehicle) NC III:
  Eight Hundred Thirty Pesos (Php830.00)

Option 2 – Vehicle provided by Assessment Center

- Driving NC II:
  Seven Hundred Fifty Pesos (Php750.00)
- Driving (Passenger Bus/Straight Truck) NC III:
  One Thousand Eight Hundred Pesos (Php1, 800.00)
- Driving (Articulated Vehicle) NC III:
  Two Thousand Four Hundred Forty-Five Pesos (Php2, 445.00)

WHEREAS, the technical computations of the assessment fees for Driving NC II, Driving (Passenger Bus/Straight Truck) NC III and Driving (Articulated Vehicle) NC III are hereby appended as Annex "A" and shall form an integral part of this Resolution;

WHEREAS, pursuant to Administrative Order No. 31, series of 2012, the National Tax Research Center (NTRC) has reviewed the computations of the above mentioned assessment fees for Driving NC II, Driving (Passenger Bus/Straight Truck) NC III and Driving (Articulated Vehicle) NC III;

WHEREAS, the Members of the TESDA Board present during the 6th Joint Standards - Setting and Systems Development and Finance Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 20 April 2016 agreed that the assessment fees shall be subject to review based on the following:

1. Indicators in the industry or in the economy that may have a significant impact on certain cost items which were included in the computation of the assessment fees such as but not limited to:
   - cost of electricity;

- cost of rental; and
- mandated minimum wages and others, if applicable.

2. The assessment fees shall be reviewed after two (2) years unless prior cost items indicated in the computation of the assessment fees will have a significant impact that might necessitate an earlier review.

WHEREAS, stakeholders' consultations were held in Visayas, Luzon, and Mindanao on 7, 12, and 14 March 2019 respectively, to ensure that the proposed assessment fees for Driving NC II, Driving (Passenger Bus/Straight Truck) NC III and Driving (Articulated Vehicle) NC III were properly disseminated and discussed with the stakeholders, pursuant to the Implementing Rules and Regulations of Administrative Order No. 31, series of 2012. The list of participants is hereby appended as Annex "B" of this Resolution to form an integral part hereof;

NOW THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the TESDA Board in its meeting today, 27 March 2019, approves the assessment fees for Driving NC II, Driving (Passenger Bus/Straight Truck) NC III and Driving (Articulated Vehicle) NC III, as follows:

Option 1 – Vehicle provided by Candidate
- Driving NC II:
  Five Hundred Thirty-Five Pesos (Php535.00)
- Driving (Passenger Bus/Straight Truck) NC III:
  Eight Hundred Ten Pesos (Php810.00)
- Driving (Articulated Vehicle) NC III:
  Eight Hundred Thirty Pesos (Php830.00)

Option 2 – Vehicle provided by Assessment Center
- Driving NC II:
  Seven Hundred Fifty Pesos (Php750.00)
- Driving (Passenger Bus/Straight Truck) NC III:
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109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
7/F TESDA Board Room, Office of the Chair
Taguig City, Metro Manila

Resolution No. 2019-18
(Page 5 of 6 pages)

APPROVING THE ASSESSMENT FEES FOR DRIVING NC II, DRIVING (PASSENGER BUS/STRAIGHT TRUCK) NC III and DRIVING (ARTICULATED VEHICLE) NC III

BE IT RESOLVED, FURTHER, that this Resolution shall be published in a newspaper of general circulation and disseminated to all concerned offices and the same shall be effective fifteen (15) days upon publication;

BE IT RESOLVED, FINALLY, that the TESDA Secretariat is directed to issue the appropriate Implementing Guidelines within thirty (30) days from the date of effectivity of this Board Resolution. All competency assessment under this Resolution must comply with the aforementioned fees and the Implementing Guidelines under penalty of suspension or revocation of accreditation as appropriate, after due process.

Adopted this 27th day of March 2019.

ATTY. MARICHELLE D. DE GUZMAN
Board Secretary VI

Attested by:

SEC. ISIDRO S. LAPEÑA, PhD., CSEE
Designated Chairperson, TESDA Board
Director General, TESDA

USEC. LORNA D. DINO
Department of Education

USEC. RAFAELITA M. ALDABA
Department of Trade and Industry

MR. RENE LUIS M. TADLE
Board Member, Labor Sector

MR. ISIDRO ANTONIO C. ASPER
Board Member, Labor Sector

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109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
7/F TESDA Board Room, Office of the Chair
Taguig City, Metro Manila

Resolution No. 2019-18
(Page 6 of 6 pages)

APPROVING THE ASSESSMENT FEES FOR DRIVING NC II, DRIVING (PASSENGER BUS/STRAIGHT TRUCK) NC III and DRIVING (ARTICULATED VEHICLE) NC III

MR. RAMON R. DE LEON
Board Member, Labor Sector

MR. ROGELIO J. CHAVEZ, JR.
Board Member, Labor Sector

ATTY. BAYANI G. DIWA
Board Member, Labor Sector

DR. GUIMBA B. POINGAN
Board Member, Education and Training Sector

MS. PATRICIA C. DALMAS
Board Member, Education and Training Sector

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109th TESDA BOARD MEETING
27 March 2019, Wednesday, 11:00 a.m.
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Resolution No. 2016-10 as Amended

AUTHORIZING THE DIRECTOR GENERAL OF TESDA TO ACCEPT AND SIGN THE DEED OF DONATION INVOLVING SEVEN THOUSAND SEVEN HUNDRED NINETY-EIGHT (7,798) SQUARE METERS LOT DONATED TO TESDA-REGION IX BY THE CITY GOVERNMENT OF PAGADIAN IN BARANGAY BALINTAWAK, PAGADIAN CITY

WHEREAS, paragraph d(3), Section 8 of Republic Act No. 7796 otherwise known as the "Technical Education and Skills Development Authority Act of 1994" grants the TESDA Board the power to enter into, make, execute, perform and carry out domestic and foreign contracts subject to existing law, rules and regulations;

WHEREAS, in the exercise of this power, the TESDA Board shall approve all contracts both local and foreign entered into by the Technical Education and Skills Development Authority (TESDA);

WHEREAS, the TESDA Secretariat, composed of the central, regional, provincial/district offices and regional/provincial training centers, and the TESDA-administered and supervised schools established all over the country needs to enter into transaction requiring number of contracts in the execution of its mandated functions;

WHEREAS, during the 82nd Finance TESDA Board-TESDA Secretariat Consultation Meeting on 04 May 2016, the TESDA Secretariat through the Regional Director Lorenzo G. Macapili of TESDA Region-IX presented the following facts, to wit:

- Executive Order No. 429 signed on 12 October 1990 provides that except for the Department of Trade and Industry (DTI), Department of Labor and Employment (DOLE) and the Department of Tourism (DOT) which shall remain in Zamboanga City, all other regional offices of the departments and agencies of the government in Region IX are directed to transfer to Pagadian City as the Regional Center of Region IX.

- Memorandum Circular No. 75, Series of 2004, directs the transfer of all regional offices of departments and agencies in Region IX from Zamboanga City to Pagadian City as soon as practicable.

AUTHORIZING THE DIRECTOR GENERAL OF TESDA TO ACCEPT AND SIGN THE DEED OF DONATION INVOLVING SEVEN THOUSAND SEVEN HUNDRED NINETY-EIGHT (7,798) SQUARE METERS LOT DONATED TO TESDA-REGION IX BY THE CITY GOVERNMENT OF PAGADIAN IN BARANGAY BALINTAWAK, PAGADIAN CITY

- The City Government of Pagadian represented by its City Mayor Romeo P. Pulmones as duly authorized donor through Sangguniang Panlungsod Resolution Nos. 2015-0789 dated 10 November 2015 and 2015-0806 dated 01 December 2015 donated to TESDA-Region IX Seven Thousand Seven Hundred Ninety-Eight (7,798) square meters lot recognized and identified as Lot 1, Block 14 within the President Corazon Aquino Regional Center Site in Barangay Balintawak, Pagadian City where the regional office of TESDA-Region IX could be constructed and established.

WHEREAS, in the same meeting, other documents were submitted by the TESDA Secretariat including the Complete Staff Work (CSW) and legal opinion stating that there is no more obstacle on the plan to pursue accepting the proposed donated lot by the City Government of Pagadian;

WHEREAS, the Members of the TESDA Board present during the 82nd Finance TESDA Board-TESDA Secretariat Consultation Meeting on 04 May 2016 directed the TESDA Secretariat to submit the following documents during the 94th EXCOM-TESDA Board Meeting on 10 May 2016:

- Title of the land;
- Certification from the donor that there is no pending claimant of the land;
- Certification for the Environmental Geohazard Survey;
- All the related government clearances and requirements such as but not limited to tax clearances, security risk assessment of the area and others if applicable;
- Certification that the donation of lot is free from all liens and encumbrances;
- Market Value of the land; and
- All related expenses (e.g. donor's tax/documentary stamp)

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109th TESDA BOARD MEETING
27 March 2019, Wednesday, 11:00 a.m.
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Resolution No. 2016-10 as Amended
(Page 3 of 5)

AUTHORIZING THE DIRECTOR GENERAL OF TESDA TO ACCEPT AND SIGN THE DEED OF DONATION INVOLVING SEVEN THOUSAND SEVEN HUNDRED NINETY-EIGHT (7,798) SQUARE METERS LOT DONATED TO TESDA-REGION IX BY THE CITY GOVERNMENT OF PAGADIAN IN BARANGAY BALINTAWAK, PAGADIAN CITY

WHEREAS, in the 94th EXCOM-TESDA Board Meeting on 10 May 2016 at 2:00 p.m., the TESDA Secretariat submitted the following documents:

- Certification of Non-Pending Claim from the Department of Agrarian Reform Adjudication Board;
- Market Value from the City Assessor's Office;
- Certificate of Environmental Compliance Commitment (ECC) and Environmental Geohazard Survey;
- Security Risk Assessment;
- Tax Declaration of Lot; and
- Report from the Pagadian Regional Center Management & Coordinating Office declaring that TESDA IX is classified as a fully transferred Regional Office in Pagadian City effective October 26, 2009.

However, the following documents are still to be submitted by the TESDA Secretariat:

- Title of the land donated to TESDA Region IX by the City Government of Pagadian City, owing to the fact that the title of the whole lot acquired by the City Government, of which the lot donated to TESDA-Region IX is part of, is still in process;
- All related expenses (e.g. donor's tax/documentary stamp)
- Certification that the donation of lot is free from all liens and encumbrances;

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109th TESDA BOARD MEETING
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Resolution No. 2016-10 as Amended
(Page 4 of 5)

AUTHORIZING THE DIRECTOR GENERAL OF TESDA TO ACCEPT AND SIGN THE DEED OF DONATION INVOLVING SEVEN THOUSAND SEVEN HUNDRED NINETY-EIGHT (7,798) SQUARE METERS LOT DONATED TO TESDA-REGION IX BY THE CITY GOVERNMENT OF PAGADIAN IN BARANGAY BALINTAWAK, PAGADIAN CITY

WHEREAS, in the 94th EXCOM-TESDA Board Meeting on 10 May 2016 at 2:00 p.m., the Members of the TESDA Board favorably endorsed the authority for the Director General of TESDA to accept the donation and sign the Deed of Donation involving Seven Thousand Seven Hundred Ninety-Eight (7,798) square meters lot in favor of TESDA-Region IX by the City Government of Pagadian in Barangay Balintawak, Pagadian City.

NOW, THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the TESDA Board in its meeting today, 12 May 2016 ar 2:00 p.m., authorizes the Director General to accept the donation and sign the Deed of Donation involving the Seven Thousand Seven Hundred Ninety-Eight (7,798) square meters lot donated to TESDA-Region IX by the City Government of Pagadian which is identified as Lot 1, Block 14 within the President Corazon C. Aquino Regional Site in Barangay Balintawak, Pagadian City.

BE IT RESOLVED FINALLY, that copy of this resolution shall be disseminated to all concerned offices for their information and guidance.

Approved this 27th day of March 2019.

ATTY. MARICHELLE DE VERA- DE GUZMAN
Board Secretary VI

Attested by:

SEC. ISIDRO S. LAPEÑA, PhD., CSEE
Designated Chairperson, TESDA Board
Director General, TESDA

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109th TESDA BOARD MEETING
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