TESDA CIRCULAR

SUBJECT: Implementing Guidelines on the Deployment of Competency Standards (CS) for Computer Security Incident Handling Level I		Page 1 of 4 pages Number 037 series of 2021
Date Issued: 05 April 2021	**Effectivity:** Immediately	**Supersedes:**

In the interest of the service, the following Guidelines in the deployment of the Competency Standards (CS) for **Computer Security Incident Handling Level I** are hereby issued:

I. BACKGROUND/RATIONALE

1. **TESDA CY 2018 Planning Guidelines** under B.1.3 **"Adapt and adopt"** policy shall be pursued in the development of 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;

2. The abovementioned Competency Standards (CS) was developed through consultation meetings and workshops with the practitioners and technical experts in the government and the ICT industry such as Cyber Security Philippines – Computer Emergency Response Team (CERT), United States – Department of Homeland Security (US-DHS) Attaché-Philippines, Department of National Defense (DND), Armed Forces the Philippines - Cyber Command Group, Philippine National Police - NCRPO, Philippine Air Force (PAF), Department of Information and Communications Technology (DICT) - Cybersecurity Bureau, Department of Justice (DOJ) - Office of Cyber Crime, National Privacy Commission (NPC), EC Council-Singapore.

II. OBJECTIVES

1. To immediately respond to the industry skills requirements for IT and computer security workers with the goal of producing competent individuals equipped with 21St Century Skills and compliant with the existing industry standards and practices;

2. To provide world-class and competent workforce for the IT and computer security incident handlers level I under the Information and Communication Technology (ICT) Sector;

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

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III. SCOPE/COVERAGE

The 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. The 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, 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 (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:

- Must have completed at least 10 yrs. basic education or its equivalent as per existing DepEd policies and regulations;
- With skill functions which will be validated by a **qualifying exam** to be administered by the training institution;
- Has the capacity to communicate in both oral and written forms.
- Physically able to operate/manipulate a computer input devices

This list does not include specific institutional requirements such as educational attainment, appropriate work experience, specific clearances and others that may be required from the trainees by the school or training center delivering the TVET program.

D. Trainer's Qualification

- Must be a holder of Trainer's Methodology Certificate (TMC) **OR** must have training of trainer's certificate **OR** must be a practicing trainer for two (2) years within the last five (5) years;
- Must have at least 3-years relevant industry experience as cyber security practitioner or computer security support personnel for the last five (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.

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V. MONITORING AND FEEDBACK SYSTEM

1. The Regional and Provincial Offices (RO/PO) shall closely monitor the implementation of the registered programs under these CS; and

2. The RO/PO shall require the education and training providers with registered program under these CS to report the enrolled, graduates and employed in the T2MIS as part of the regular monitoring and feedback system.

VI. EFFECTIVITY

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

SEC. ISIDRO S LAPEÑA. PhD. CSEE
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