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TESDA CIRCULAR

SUBJECT: Amendment to TESDA Circular No. 074 S. 2019 on the Revised TESDA — Program on Awards and Incentives for Service Excellence (TESDA-PRAISE) for Loyalty and Retirees Incentive		Page 1 of 4 page/s Number 079 Series of 2024
Date Issued: AUG 06 2024	**Effectivity:** As Indicated	**Supersedes:** **Item No. 1.2.3, Section I and Item 2.2.3 Section 2 of TESDA Circular No. 074 S. 2019**

In the interest of the service and pursuant to CSC Memorandum Circular No. 01, series of 2001, Program on Awards and Incentives for Service Excellence, Section 1 item 1.2.3 and Section 2 item 2.2.3 of TESDA Circular No. 074 Series of 2019 on the Revised TESDA — Program on Awards and Incentives for Service Excellence (PRAISE) is hereby amended as follows:

I. AMENDMENTS

TYPES OF AWARDS/ INCENTIVE/ REWARDS

1.2.3 Loyalty Incentive is granted to officials and employees who have rendered continuous government service for at least ten (10) years. Recipients shall be entitled to a cash incentive amounting to Php 1,000.00 per year of service of Php 10,000.00 for the first ten (10) years and Php 5,000.00 for every five (5) years thereafter.

In addition, recipients shall be accorded the following:

a. Certificate of recognition; and
Memento/ Plaque amounting as follows, the technical specifications of which shall be care of the HRMD-AS/ Regional FASD of respective regions who shall serve as end-users for the procurement thereof:

Aggregate Years of Creditable Government Service	Maximum amount of Memento Item
10	3,000.00
15	4,000.00
20	5,000.00
25	6,000.00
30	9,000.00
35	12,000.00
40 and above	15,000.00

CIVIL SERVICE COMMISSION
OFFICE OF THE REGIONAL DIRECTOR
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TESDA CIRCULAR

SUBJECT: **Amendment to TESDA Circular No. 074 S. 2019 on the Revised TESDA — Program on Awards and Incentives for Service Excellence (TESDA-PRAISE) for Loyalty and Retirees Incentive**		Page 2 of 4 page/s Number 079 Series of 2024
Date Issued: AUG 06 2024	**Effectivity:** As Indicated	**Supersedes:** **Item No. 1.2.3, Section I and Item 2.2.3 Section 2 of TESDA Circular No. 074 S. 2019**

2.2.3 Retirees' Incentive is given to an employee who has retired, whether optional or compulsory, subject to the following qualifications:

a) Aggregate government service is fifteen (15) years of service in the government and (10) years of service within TESDA;
b) Separation from TESDA is due to compulsory or optional retirement;
c) Performance in the last ten (10) years of service in TESDA has a consistent rating of at least a (4.00) or Very Satisfactory; and
d) Has not been found guilty of any administrative or criminal offense, and does not have any pending administrative or criminal case involving moral turpitude or graft and corruption as of effectivity of retirement.

Eligible retiring employees shall be accorded a plaque of appreciation during the tribute program for retiring TESDA Officials and Employees and memorabilia amounting as follows, the technical specifications of which shall be care of the HRMD-AS/ Regional FASD of respective regions who shall serve as end-users for the procurement thereof:

Aggregate Years of Creditable Service in TESDA	Maximum Amount of Memorabilia Item
15	3,000.00
20	6,000.00
25	9,000.00
30	12,000.00
35	15,000.00
40 and above	18,000.00

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The budgetary requirements for the implementation of the foregoing incentives, including the memento/memorabilia, shall be charged against the 5% Employees Welfare and Development Fund - Maintenance and Other Operating Expenses (MOOE) subject to strict compliance with the pertinent government accounting and auditing rules and regulations.

II. EFFECTIVITY

This Circular shall take effect immediately after its Civil Service Commission (CSC) approved version has been disseminated through TESDA's Web-based Records Management Information System. Subsequent amendments, revisions or enhancements shall likewise be submitted to the CSC's evaluation and approval before the same may take effect.

SUHARTO T. MANGUDADATU, Ph. D.
Secretary/ Director General, TESDA

_____
Date

TESDA CIRCULAR

SUBJECT: **Amendment to TESDA Circular No. 074 S. 2019 on the Revised TESDA — Program on Awards and Incentives for Service Excellence (TESDA-PRAISE) for Loyalty and Retirees Incentive**		Page 4 of 4 page/s Number 079 Series of 2024
Date Issued: AUG 06 2024	**Effectivity:** As Indicated	**Supersedes:** **Item No. 1.2.3, Section I and Item 2.2.3 Section 2 of TESDA Circular No. 074 S. 2019**

III. CSC-COMMITMENT

The CSC-NCR has evaluated the herein revised Item 1.2.3, Section 1 and Item 2.2.3, Section 2 of TESDA Circular No. 074, Series of 2024, and found the same to be in accordance with the provisions of CSC MC No. 1, S. 2001 and other existing pertinent laws. Accordingly, it is hereby approved for implementation. Anent thereto, the CSC-NCR shall provide the necessary technical assistance to ensure its proper implementation.

APPROVED BY:

_____
Civil Service Commission
National Capital Region

_____
Date

CIVIL SERVICE COMMISSION
Republic of the Philippines

National Capital Region

09 August 2024

SUHARTO T. MANGUDADATU, Ph.D.
Secretary/Director General TESDA
Technical Education and Skills Development Authority
East Service Road, South Luzon Expressway
Fort Bonifacio, Taguig City

Dear **Secretary Mangudadatu**:

This refers to the proposed amendments on the Loyalty and Retiree's Incentives, under the CSC-approved Technical and Education Skills Development Authority (TESDA) - Programs on Awards and Incentives for Service Excellence (PRAISE).

Evaluation of the proposed amendments shows its general compliance with **CSC Memorandum Circular No. 1, s. 2001 (CSC MC No.1, s. 2001)**.[1] Thus, the same are hereby **APPROVED** and shall form part of TESDA's records on file with this Office.

We look forward to the successful implementation of the TESDA PRAISE.

Respectfully yours,

VICTORIA F. ESBER
Director IV

[1] Program on Awards and Incentives for Service Excellence.

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