# TESDA CIRCULAR

| SUBJECT: Implementing Guidelines on the Deployment of Training Regulations (TRs) and Competency Assessment Tools (CATs) for Electronics/ Semiconductor Production Line Machine Servicing NC III | | Page 1 of 5 pages<br><br>Number 029, series of 2018 |
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| **Date Issued:**<br>April 25, 2018 | **Effectivity:**<br>Immediately | **Supersedes:** |

In the interest of the service and in order to ensure uniform and standard implementation of the promulgated **Training Regulations (TR)** for **Electronics/Semiconductor Production Line Machine Servicing NC III**, the following Implementing Guidelines are hereby issued:

## I. BACKGROUND/LEGAL BASIS

- TESDA Board Resolution No. ***2017-50*** dated ***18 December 2017***: "Approving and Promulgating the Training Regulations for Electronics/Semiconductor Production Line Machine Servicing NC III."
- The abovementioned Training Regulations was developed in partnership with the Semiconductor and Electronics Industries in the Philippines, Inc. (SEIPI).
- The deployment of this TR is in accordance with the Operating Procedure on the Development and Deployment of TRs under ISO 9001:2015.

## II. OBJECTIVES

- To implement the Training Regulations aimed at better responding to demands of the industry. This will promote competencies that are readily employable, environment-friendly and compliant with the industry requirements for both clients and the electronics and semiconductor industry workers;
- To strengthen the industry-academe linkages addressing the "skill-job mismatch" in critical sector;
- To build the training and assessment infrastructure for the development of industry workers in the sector.

## III. COVERAGE

New and existing training programs registered under the No Training Regulations (NTR), or LGU/industry/other government programs relating or leading to Electronics/Semiconductor Production Line Machine Servicing NC III shall be covered by this Circular.

## IV. GENERAL POLICIES

### A. Utilization of the Promulgated TR

To ensure utilization of this TR, all Regional/Provincial/District Directors shall immediately advocate/encourage and facilitate the registration and/or re-registration of abovementioned program. The Qualifications and Standards

Office (QSO) shall initiate deployment/orientation of TR and CATs for all Regional/Provincial Offices in accordance with the Operating Procedure on deployment/orientation of TRs and CATs.

**B. Training Delivery Modality**

- In view of the requirements of the training arrangements in tools, equipment, facilities and the required competencies of Trainers, it is encouraged that the training delivery for this qualification shall be mainly enterprise-based or through dual training system.

- To standardize the course offerings and ensure that they are in accordance with the TR, the Competency-Based Curriculum (CBC) shall be developed by the TVIs registering the program.

**C. Program Registration**

1. Subject to relevant provisions in Section XI of TESDA Circular No. 07 series of 2016 (Amended Omnibus Guidelines on UTPRAS), all "No Training Regulations (NTR)" registered programs corresponding to these qualifications shall be re-registered as "With Training Regulations (WTR)" within a period of one (1) year from the date of effectivity of this Circular.

2. The registration of programs related to Electronics/Semiconductor Production Line Machine Servicing NC III shall follow the Operating Procedure on Program Registration and TESDA Circular No. 07, series of 2016;

3. All Regional/Provincial Directors are hereby instructed to process applications for program registration within the allowable process cycle time (PCT) indicated in the Operating Procedure on Program Registration.

4. The National Institute for Technical Education and Skills Development (NITESD) shall initiate training of trainer's development.

5. The following codes shall be followed for this TR:

| Qualification Title | Qualification Code | Unit Code (Core Competency) | Unit Title (Core Competency) |
|---|---|---|---|
| Electronics/Semiconductor Production Line Machine Servicing NC III | ELCESM317 | ELC311309 | Perform Machine Setup/Conversion |
| | | ELC311310 | Monitor Machine Performance |
| | | ELC311311 | Perform Machine Troubleshooting and Repair |
| | | ELC311312 | Perform Machine Preventive Maintenance and Calibration |

## D. Trainer's Qualification

1. Must be a holder of National TVET Trainers Certificate (NTTC) Level I in Electronics/Semiconductor Production Line Machine Servicing NC III (or higher).

2. Must have at least two (2) years relevant industry experience in the current field of machine servicing.

## E. Assessment and Certification

1. The assessment and certification for Electronics/Semiconductor Production Line Machine Servicing NC III 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 TR.

2. Assessment shall cover all the competencies of the qualification with the basic and common units integrated or assessed concurrently with the core units of competency.

3. A National Certificate (NC) is issued when a candidate has demonstrated competence in all the units of competency of the qualification through a project-type assessment.

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## V. CONDUCT OF COMPETENCY ASSESSMENT

QSO shall deploy the Competency Assessment Tools to all Regional/Provincial Offices. Concurrent with this, the Certification Office shall conduct Capability Building Programs for Lead Assessors as stated in Section 6.6 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. 55, series of 2017 "Amending Section 7.2d) and Section 8.1a) of TESDA Circular No. 15, series 2015 –

Guidelines on Assessment and Certification under the Philippine TVET Competency Assessment and Certification System (PTCACS)", the accredited Competency Assessor must fulfill the following conditions:

a) Holder of NTTC I or COC 2 – *Conduct Competency Assessment* under TM I;
b) Practitioner of the occupation/trade or a teacher/instructor/trainer in the trade area for at least two (2) years;
c) Holder of a National Certificate at least at the same or higher level of the qualification where the assessor is accredited; and
d) Have assisted in the conduct of actual assessment:
   - For new applicant-competency assessor- he/she must have conducted actual assessment to at least ten (10) candidates under the supervision of a Lead Assessor, as part of capability building of competency assessors.
   - For accredited competency assessors for amended Training Regulations — he/she shall only be required to conduct actual assessment to at least two (2) candidates for related qualifications under the supervision of a Lead Assessor.

### B. Competency Assessment Tools (CATs)

The Competency Assessment Tools (CATS) shall serve as basis for accreditation of assessment centers. The CATs include the size requirement for assessment center's facility, specifications on assessment resources including supplies and materials as well as tools and equipment. These also contain the tasks, methods, and time allocation on the conduct of assessment.

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**C. Assessment Fees**

The Qualifications and Standards Office shall issue a separate TESDA Circular upon promulgation of assessment fees for this qualification.

**D. 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;
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.

**E. Mandatory Assessment**

1. All TVIs with UTPRAS-registered programs on Electronics/ Semiconductor Production Line Machine Servicing NC III must ensure mandatory assessment of their graduating students.
2. The list of certified individuals will be uploaded in the online Registry of Workers Assessed and Certified (RWAC).

## VI. EFFECTIVITY

This Circular shall take effect as indicated and supersede all other issuances inconsistent hereof. Wide dissemination of this Circular by all concerned is hereby enjoined.

**GUILING "GENE" A. MAMONDIONG**
Director General/Secretary