TESDA CIRCULAR

SUBJECT: Implementing Guidelines on the Deployment of Competency Standards (CS) for Market Operation and Development Level IV		Page 1 of 3 pages Number 026 series of 2020
Date Issued: 14 February 2020	**Effectivity:** Immediately	**Supersedes:**

In the interest of the service, the following Guidelines in the deployment of the Competency Standards (CS) for **Market Operation and Development Level IV** is hereby issued:

I. BACKGROUND/LEGAL BASIS

- **TESDA CY 2018 Planning Guidelines** under B.1.3 **"Adapt and adopt"** policy shall be pursued in the development of competency standards/TRs, particularly for high-end technologies, higher level qualifications using the available off-the-shelf competency standards developed by industries, multi-bilateral agencies and international development partners and;

- The abovementioned Competency Standards (CS) was developed through actual interview with the various stakeholders and experts of market operation and development from Aces Polytechnic College and LGU Panabo City.

II. OBJECTIVES

- To respond to the expected skills requirements for market operation and development and that are readily employable, environment-friendly and compliant with the industry requirements based on existing industry standards on waste management, OSHS, Fire Safety, GMP and HACCP;

- To provide world-class and competent human resources for the market operation and development in the social and other community development service sector; and

- To ensure that the education and training providers shall deliver the programs in accordance with the above-mentioned CS as required by the Social and Other Community Development Service Sector .

III. COVERAGE

This 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 their programs in all 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. Copy of the CS 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 s. 2019). Further, the education and training providers shall provide 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, National Institute for Technical Education and Skills Development (NITESD) and Regional Offices/Provincial Offices (ROs/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:

- A Senior High School Completer
- At least three (3) years experience in market works
- Good communication skills
- Arithmetic skills

D. Trainer's Qualification

The trainer shall have the following qualifications:

- Must be a holder of Certificate of Training of Trainers or a practicing trainer for at least two (2) years within the last five (5) years

- Must have at least three (3) years experience relevant in Market Operation and Development

E. Institutional Assessment of Graduates

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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 under TESDA Circular Number 001, series of 2019; 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.

V. MONITORING AND FEEDBACK SYSTEM

1. The Regional and Provincial Offices (ROPO) shall closely monitor the implementation of this program;

2. The ROPO shall report the enrolled, graduates and employed 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.

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Director General