TESDA CIRCULAR

Subject: Signatory in Assessment and Certification Related Certificates		**Page 1 of 3** page/s Number 039, Series of 2025
Date Issued: MAR 2 1 2025	**Effectivity:** As indicated	**Supersedes:**

In the interest of the service and in view of the designation of Deputy Director General Rosanna A. Urdaneta as Officer-in-Charge of the Technical Education and Skills Development Authority (TESDA), the following Assessment and Certification related Certificates shall bear the signature (electronic specimen signature provided) of the Officer-in-Charge of the agency, effective 23 – 30 March 2025:

1. E-National Certificate (e-NC);
2. E-Certificate of Competency (e-CoC);
3. E-Trainer's Methodology Certificate (e-TMC);
4. Certificate of Competency under Trainer's Methodology (TMC COC);
5. National TVET Trainers Certificate (NTTC); and
6. Provisional National TVET Trainers Certificate (Provisional NTTC).

The preparation of NC/CoC, TMC, and NTTC shall conform to Section 6.8 of the Operating Procedure on Competency Assessment (TESDA-OP-CO-05, Rev. No. 00) and TESDA Circular No. 20 series of 2014, respectively.

To provide guidance in the printing of Assessment and Certification related Certificates, the following format shall be adopted in affixing the e-signature of the Officer-in-Charge:

(specimen e-signature)
DDG ROSANNA A. URDANETA, CESO II
Officer-in-Charge, TESDA
Deputy Director General for
Policies and Planning

Attached is the sample template of NTTC for reference and guidance. Likewise, the same format provided above shall be adopted in the e-NC, e-CoC, e-TMC, and e-TMC COC that are generated in the T2MIS.

Further, the following are hereby clarified:

1. All issuances of assessment and certification related certificates, wherein assessment is conducted before 23 March 2025, shall bear the signature of the undersigned.

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Date Issued: MAR 2 1 2025	**Effectivity:** As indicated	**Supersedes:**

2. After the effectivity of the designation of the DDG Rosanna A. Urdaneta as TESDA Officer-in-Charge, the aforementioned certificates shall bear the specimen signature of the Secretary/Director General.

This Circular shall take effect as indicated.

JOSE FRANCISCO "KIKO" B. BENITEZ
Secretary/Director General, TESDA

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Republic of the Philippines
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY

BAGONG PILIPINAS

This certifies that

PROOF ONLY

has successfully completed the requirements under the Philippine TVET Trainers Qualification System (PTTQS) for

NATIONAL TVET TRAINER CERTIFICATE

in

Certificate No. _____

Issued on: _____

Valid until: _____

Signature of the certificate holder

(specimen e-signature)
DDG ROSANNA A. URDANETA, CESO II
Officer-in-Charge, TESDA
Deputy Director General for
Policies and Planning
Secretary / Director General, TESDA

NOTE: FOR COLOR PRESENTATION ONLY
ACTUAL PRESS OUTPUT MAY VARY WITH THIS PROOF
NOT TO SERVE AS COLOR GUIDE

Sa TESDA, Lingap ng Manggagawa

CLN-NTTC-000001