TESDA CIRCULAR

Subject: **Implementing Guidelines on the Operationalization of the "Skills Camp Program for CY 2024" under the National Grid Corporation of the Philippines (NGCP) and TESDA Partnership**		Page 1 of 5 Pages Number 033 s. 2024
Date Issued: MAY 13 2024	**Effectivity:** As Indicated	**Supersedes:** TESDA Circular No. 063, s. 2022

In the interest of the service and to ensure the successful implementation of the partnership between the National Grid Corporation of the Philippines (NGCP) and the TESDA, the Agency hereby adopts and promulgates these guidelines on the Operationalization of the TESDA-NGCP skills training program hereinafter referred to as the "Skills Camp" for CY2024.

In coordination with the Local Government Units (LGUs), the Skills Camp aims to address poverty by providing a sustainable livelihood project through the skills training program and employment assistance to its identified beneficiaries. As part of the agreement, a budgetary appropriation shall be transferred by the NGCP to the TESDA Central Office, to be downloaded to the concerned regions/provinces for the skills training and assessment of the identified beneficiaries.

The existing scholarship implementing guidelines as provided under TESDA Circular No. 004, s. 2024 or the Amended Omnibus Guidelines for TESDA Scholarship Programs, shall be adopted relative to the operationalization of the "Skills Camp".

I. OBJECTIVES

The Skills Camp shall:

1. Provide skills training to communities that are host to the NGCP facilities to uplift their socio-economic status; and
2. Provide immediate interventions to produce the needed skilled and certified workers in the key industry sectors in the country.

II. SCOPE AND COVERAGE

The primary beneficiaries shall be those that belong to the communities that are hosts to the NGCP facilities as identified in the Agreement, as follows:

Region	Province	Municipality/ City	Existing Transmission Lines
I	Ilocos Norte	Pinili	San Esteban-Laoag 230kV TL
IV-A	Cavite	Dasmariñas City	Tuy-Dasmarinas 500/230kV TLP; Dasmarinas-SS; Dasmarinas-Ilijan 500kV TL; Dasmarinas-Tayabas 500kV TL; Dasmarinas-Amadeo 230kV Lines 1 & 2; Binan-Dasmarinas 230kV L1 & 2; Dasmarinas-Las Pinas 230kV Lines 1 & 2; Dasmarinas-Rosario 115kV Line
VII	Cebu	Cebu City	Visayas Regional Center; Cebu-Colon Colon-Cebu 138kV Lines 2 & 3; Cebu Compostela 138kV Lines 1 & 2;

			Cebu-Mandaue 138kV Lines 1 & 2 (underground cable)
VIII	Northern Samar	Catarman	Calbayog-Palanas Cara-Catarman 69kV Line
XII	North Cotabato	Kidapawan City	Kidapawan Substation; Kidapawan-Matanao 138kV Line; Kabacan-Kidapawan 138kV Line
CARAGA	Agusan del Norte	Butuan City	Butuan Substation; Butuan Area Control Center

III. QUALIFICATIONS/PROGRAMS COVERED

As part of the Agency's thrust and adherence to the area-based and demand-driven TVET concept, the identification of skills requirements and priorities shall be implemented in the concerned regions or provinces in order to provide critical inputs to the development and alignment of TVET programs according to the changing industry skills requirements.

Initially, the qualifications or programs to be offered through the Skills Camp shall include, but not be limited to:

1. Tile Setting NC II
2. Masonry NC II
3. Electrical Installation Maintenance NC II
4. Heavy Equipment Operation (Backhoe Loader) NC II
5. Carpentry NC II
6. Heavy Equipment Operation (Wheel Loader) NC II

IV. QUALIFICATIONS OF BENEFICIARIES

Qualification requirements of the beneficiaries shall follow the existing guidelines and Training Regulations; to wit;

a. Filipino Citizen
b. At least eighteen (18) years of age at the time he/she finishes the training program; and
c. Other requirements as prescribed in each related Training Regulations.

V. SCHOLARSHIP BENEFITS

Each scholar shall be entitled to the following benefits and the entitlement must be strictly made in accordance with government accounting and auditing rules and regulations:

1. Free skills training;
2. Free skills assessment;
3. Free entrepreneurship training (if applicable); and
4. Training support fund to cover food and transportation allowance equivalent to Php160 per training day attended.

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VI. IMPLEMENTATION MECHANICS

1. All project planning, implementation, monitoring, evaluation and other related activities shall follow the existing guidelines as provided under TESDA Circular No. 004, s. 2024 or the Amended Omnibus Guidelines for TESDA Scholarship Programs under the New Normal.

2. The Skills Camp shall be implemented through a community-based training in coordination with the concerned LGUs in line with the Training for Work Scholarship Program (TWSP) arrangements.

3. The TESDA Central Office shall release the fund to the RO concerned under the Trust Fund Account, provided that the necessary National Qualification Maps are submitted and approved by the Director General. The Regional Qualification Maps (RQMs) on the other hand shall be approved by the Regional Directors following Memorandum No.367 s.2021 on the downloading of Centrally Managed Funds for Scholarship Programs.

4. The concerned POs shall evaluate and allocate the scholarship slots to the concerned LGUs based on the approved Provincial Qualification Maps (PQMs) as stated in the signed Agreement.

5. The payment/release of the following funds shall be made in accordance with the existing guidelines:
   a. Payment of Training Costs, Miscellaneous, and/or Entrepreneurship Costs;
   b. Payment of Assessment Cost; and
   c. Payment of Training Support Fund/Living Allowance, and other Allowances.

6. A total of **Two Million Seven Hundred Sixteen Thousand Two Hundred Twenty-five Pesos, (Php2,716,225.00)**, shall be released by the NGCP to the TESDA Central Office in three (3) tranches as stipulated in the Memorandum of Agreement.
   a. The first tranche or mobilization fee amounting to **One Million Three Hundred Fifty-eight Thousand One Hundred Twelve and 50/100 Pesos, (Php 1,358,112.50),** shall be released by the NGCP through the TESDA Central Office to the concerned regional/provincial offices within twenty (20) working days after the issuance of this implementing guidelines;

   b. The second tranche amounting to **Eight Hundred Fourteen Thousand Eight Hundred Sixty-seven and 50/100 Pesos, (Php**

814,867.50), shall be released by the NGCP to the TESDA Central Office within twenty (20) working days after the submission by the concerned regional/provincial offices to the NGCP through the TESDA Central Office of the following documents: training schedule, official list of participants, and statement of cost; and

c. The third tranche amounting to **Five Hundred Forty-three Thousand Two Hundred Forty-five Pesos(Php 543,245.00),** shall be released by the NGCP to the TESDA Central Office within twenty (20) working days after the submission by the concerned regional/provincial offices of the following documents: Project Completion Report, Financial Report, and Billing Statement/ Statement of Account.

VII. LIQUIDATION ARRANGEMENTS

The concerned operating units must submit a complete liquidation report in line with the guidelines prescribed in the COA Circular 2012-001 dated 14 June 2012 entitled Prescribing the Revised Guidelines and Documentary Requirements for Common Government Transactions.

As such, the following documents shall be submitted by the concerned operating units to the Central Office within one (1) month from the completion of each training batch:

1. Project Completion Report,
2. Summary of cheques issued stamped received by the COA; and
3. Other supporting documents, as may be required.

VIII. MONITORING AND EVALUATION

1. As provided in the Agreement, TESDA shall be represented by ROMO, FMS and the concerned Provincial Offices in the Joint Technical Working Committee. The aforementioned concerned offices shall jointly monitor and evaluate the physical and financial status of scholarship programs in the concerned ROs/POs. All other inquiries on the implementation of the Skills Camp shall be directed to the ROMO.

2. The ROs/POs shall exercise due diligence in monitoring the training programs to ensure, among others, that the trainings are existent, the trainees are attending the trainings, the publication/posting of list of enrollees and graduates, on-the-spot inspection of ongoing trainings, random calls to the trainees or graduates, and that the TVIs facilitate the employment of their graduates.

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3. The ROMO in line with the monitoring of partnership arrangements shall exercise the overall monitoring and evaluation of the ROs/POs' implementation of the training programs to ensure that the existing guidelines are complied with.

IX. COMPLIANCE WITH THE DATA PRIVACY ACT

TESDA shall adhere to the requirements of the Data Privacy Act of 2012 and its related rules and regulations in the processing and security of personal information. Subject to the provisions in the Data Privacy Act and the TESDA Data Privacy Manual, each TESDA Personal Information Controller/Processor shall be responsible for personal information under its control or custody, including information that has been transferred to a third party for processing.

X. SEPARABILITY CLAUSE

If, for any reason, any part or provision of these guidelines is declared invalid or unconstitutional, any part or provision not affected thereby shall remain in full force and effect.

XI. REPEALING CLAUSE

All related issuances inconsistent herewith are declared superseded or modified accordingly.

XII. EFFECTIVITY

This Circular shall take effect upon publication in the TESDA website. This shall also be published in the Office of the National Administrative Register (ONAR).

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Secretary/Director General, TESDA