TESDA CIRCULAR

Subject: Amendments to Section VIII of the TESDA Circular No. 048, series of 2020 on the Revised Technical Education and Skills Development Committee (TESDC) Implementing Rules and Regulations		Page 1 of 3 page/s Number 020, series of 2023
Date Issued: April 26, 2023	**Effectivity:** As indicated	**Supersedes:**

In the interest of the service and in pursuit of the Agency's efforts to strengthen the implementation of the Technical Education and Skills Development Committees (TESDCs), the following provisions under Section VIII of the TESDA Circular No. 048 s. 2020 ("Revised Technical Education and Skills Development Committee (TESDC) Implementing Rules and Regulations"), is hereby amended as follows:

VIII. TESDC MEMBERSHIP SELECTION, NOMINATION AND APPOINTMENT

A. TESDC MEMBERSHIP SELECTION AND NOMINATION

1. The TESDA Regional/Provincial Office, through the secretariat, shall maintain an updated inventory of recognized organizations such as but not limited to: industry associations/ chamber of commerce and industry, labor groups and association of TVET institutions; Non-Government Organization (NGO) or People's Organization (PO) in the area, as bases for soliciting nominations for TESDC membership.

    - The Provincial Office/ Regional Office shall conduct briefing/ orientation about the TESDCs to organizations/ associations from which nominations can be sought.
    - The Provincial Office/ Regional Office shall solicit nominations from the list of identified recognized organizations/sectors, through a letter of nomination from the head of the interested organizations.
    - The vetting system shall be observed in the review of nominations and appointment of R/PTESDC members. Shortlisted nominees shall ensure completion of all requirements prior to its submission to the Provincial/Regional Office.
    - The Regional Office shall review the consolidated PTESDC and RTESDC nominations, and endorse the same per region/province/per sector to the TESDA Central Office Secretariat subject to the approval of the Director General.

2. To ensure efficient and effective operations of the TESDCs, nominees should indicate their willingness to serve and represent/advocate the interest of their sector by signing the Commitment portion in the nomination form.

    - There should be a certain level of preparedness on the part of the nominees to assume the membership in the TESDC. TESDA shall conduct briefing/

TESDA CIRCULAR

orientation to ensure that the nominee is properly oriented on his/her prospective role and responsibilities as a TESDC member.

- The record of performance/contribution to skills development or any technical education and skills development activities in the region/province shall be used as the major criteria in nominating a TESDC member. In cases of renewal, the quality of intervention and the value-adding participation in the Committee work shall serve as basis.

3. In order to ensure a harmonized and synchronized nomination and selection procedures of TESDC membership, the following timelines shall be observed:

SCHEDULE	ACTIVITY
JULY-AUGUST	R/PTESDC nomination, review/shortlisting and orientation of nominees. To be included in the PTESDC agenda for the 3rd quarter.
SEPTEMBER	PTESDC nominee submissions to the Regional Office. R/PTESDC review and validation of nominees. To be included in the RTESDC agenda for the 3rd quarter.
OCTOBER-NOVEMBER	R/PTESDC nominee submissions to the Central Office for evaluation of the accomplished form.
DECEMBER-JANUARY	Issuance of Appointments/Assumption to duty of new appointees

4. All approved nominations processed and submitted from July-November shall be appointed by January of the succeeding year. All effectivity and expiry of appointments across the regions and provinces shall be every 1st month of the year.
5. In case of pending approval of appointments, the incumbent member/s of the Committee shall continuously function in a "hold-over capacity" until the new appointment is issued.

B. TESDC MEMBERSHIP APPOINTMENT AND TERMS OF OFFICE

1. The Director General shall approve and issue the appointment of private sector representatives to the RTESDC. The Regional Director, on authority delegated by the Director General, shall appoint the private sector representatives to the PTESDC.

TESDA CIRCULAR

Subject: Amendments to Section VIII of the TESDA Circular No. 048, series of 2020 on the Revised Technical Education and Skills Development Committee (TESDC) Implementing Rules and Regulations		Page 3 of 3 page/s Number 020, series of 2023
Date Issued: April 26, 2023	**Effectivity:** As indicated	**Supersedes:**

2. Representatives from the government sector shall serve as ex-officio members to the R/PTESDC. All members should designate a permanent alternate duly authorized to attend the R/PTESDC activities. High-level representation (at least Division Chief) from the government sector shall be observed. The presence of the alternate shall be considered as the attendance of the member himself/herself.
3. The Committee members shall serve for three (3) years, in one (1) term or maximum of two (2) consecutive terms. A member who has served two (2) consecutive terms may be nominated and re-appointed after a lapse of three (3) years or one (1) term.
4. In case of death, permanent disability, removal from office, resignation, or request for replacement, the newly-appointed member shall serve the unexpired term.
5. Members of R/PTESDC representing the private sector shall be removed from office on account of justifiable causes such as but not limited to the following:
   - Failure to participate and contribute or appropriately represent the sector that he/she nominated;
   - Failure to attend three (3) consecutive meetings;
   - Upon request of the nominating organization being represented in the TESDC;
   - Other reasonable and valid cause as may be determined by the Director General.

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

Repealing Clause. Section VIII of TESDA Circular No. 048, s. 2020 and all other related issuances inconsistent herewith are hereby superseded, amended, repealed, and/or modified accordingly.

Effectivity. This Circular shall take effect upon publication and/or posting on the TESDA website.

DANILO P. CRUZ
Director General