

TESDA CIRCULAR

SUBJECT: Implementing Guidelines on the Deployment of Training Regulations (TR), Developed Competency Assessment Tools (CATs), Promulgated Assessment Fee, and Conduct of Competency Assessment and Certification for Land-Based Transport Refrigeration Servicing NC II		Page <u>1</u> of <u>6</u> pages Number <u>44</u> , series of 2017
Date Issued: August 7, 2017	Effectivity: Immediately	Supersedes:

In the interest of the service and to provide coherence and uniformity as well as ensure efficiency and effectiveness in the deployment of the amended **Training Regulations on Land-Based Transport Refrigeration Servicing NC II** and implementation of competency assessment and certification, the following Implementing Guidelines are hereby issued:

I. BACKGROUND/LEGAL BASIS

- TESDA Board Resolution No. **2015-19** dated **16 December 2015**: "Approving the Amendments to the Training Regulations for Land-Based Transport Refrigeration Servicing NC II."
- The abovementioned Training Regulations (TRs) was developed in partnership with the Philippine Society of Ventilating, Air – Conditioning, and Refrigerating Engineers (PSVARE).
- The deployment of this TR is in accordance with the quality procedures under ISO 9001:2015.

II. OBJECTIVES

- To implement the Training Regulations (TRs), 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 heating, ventilation, and air condition/refrigeration industry workers;
- To strengthen the industry-academe linkages addressing the "skill-job mismatch" in critical sector; and
- To build the training and assessment infrastructure for the development of industry workers in the sector.

III. COVERAGE

Both new and existing (NTR) or LGU/industry/other government programs relating to or leading to Land-Based Transport Refrigeration Servicing NC II shall be covered by this Circular.

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IV. GENERAL POLICIES

A. Utilization of the Amended TR

To ensure utilization of this TR, all Regional/Provincial Directors shall immediately advocate/encourage and facilitate the registration and/or re-registration of abovementioned programs. The Qualifications and Standards Office (QSO) shall initiate deployment/orientation of TRs and CATs for all Regional/Provincial Offices in accordance with the Operating Procedures.

B. Training Delivery Modality

- In view of the requirements of the training standards in tools, equipment, facilities and the required competencies of Trainers, it is encouraged that the training delivery for this qualification may be through Dual Training System (DTS) or Enterprise-Based Training Programs.
- 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 of Section XI of TESDA Circular No. 07 series of 2016 (Amended Omnibus Guidelines on UTPRAS), all registered programs corresponding to this qualification 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 Land-Based Transport Refrigeration Servicing NC II shall follow the Operating Procedures 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 Procedures Manual on Program Registration.

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4. The National Institute for Technical Education and Skills Development (NITESD) shall initiate training for 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)
Land-Based Transport Refrigeration Servicing NC II	HVCTRS215	HVC723351	Service and Maintain Transport Refrigeration Units
		HVC723352	Troubleshoot and Repair Transport Refrigeration Systems
		HVC723353	Perform Start-Up, Test, and Commissioning of Transport Refrigeration Unit

D. Trainer's Qualification

1. Must be a holder of National TVET Trainer's Certificate (NTTC) Level I in Land-Based Transport Refrigeration Servicing NC II.
2. Must have at least two (2) years related HVAC/R job/industry experience.

E. Assessment and Certification

1. The assessment and certification for Land-Based Transport Refrigeration Servicing NC II shall follow the Operating Procedures for Competency Assessment (Document No. TESDA-OP-CO-05, Revision 00) and provisions of Section 4 – Assessment and Certification Arrangements of said 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.

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3. A National Certificate (NC) is issued when a candidate has demonstrated competence in all the units of competency that comprise the Training Regulations for Land-Based Transport Refrigeration Servicing NC II.

V. CONDUCT OF COMPETENCY ASSESSMENT

QSO shall initiate deployment of Competency Assessment Tools to all Regional/Provincial Offices. Concurrent with this, the Certification Office shall conduct Capability Building Programs for lead assessors. The lead assessor shall be responsible for the loading of candidate assessor.

A. Competency Assessment Tools (CATs)

These shall serve as a basis for accreditation of assessment centers. The CATs include 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.

B. Assessment Fee

1. Based on the TESDA Board Resolution No. **2017- 33** dated **06 June 2017**, the assessment fee for Land-Based Transport Refrigeration Servicing NC II shall be in the amount of **Six Hundred Ten Pesos (Php610.00)** per candidate.
2. The respective fees are inclusive of the assessor's fee in the amount of **Two Hundred Pesos (Php200.00)** per candidate.

C. Qualification of Competency Assessors

1. In accordance with Section 7.2 of TESDA Circular No. 15, series of 2015 on "Guidelines on Assessment and Certification under the Philippine TVET Competency Assessment and Certification System (PTCACS)", the accredited Competency Assessor must fulfill all of the following conditions:
 - Holder of NTTC I or COC 2 – *Conduct Competency Assessment* under TM I;

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- Practitioner of the occupation/trade or a teacher/instructor/trainer in the trade area for at least two (2) years; and
 - Holder of a National Certificate at least at the same or higher level of the qualification where the assessor is accredited.
2. Based on the Procedures Manual on Accreditation of Competency Assessors (TESDA-OP-CO-04, Rev. 00, Item 6.1.4.g), the applicant must have assisted in the conduct of actual assessment to at least ten (10) candidates under the supervision of the Lead Assessor.

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 Assessor.

E. Mandatory Assessment

1. All TVIs with UTPRAS-registered programs on Land-Based Transport Refrigeration Servicing NC II 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. TRANSITORY PROVISION

In the one-year transition period following the date of effectivity of this Circular, the following shall be applied:

1. For TVET institutions migrating and re-registering under these amended TRs, the requirement of two (2) years industry experience for trainers may be replaced or complemented by two (2) years cumulative relevant teaching/academe experience.

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2. For trainer-assessors and industry assessors, including regional lead assessors, minimum of two (2) years industry experience for trainers/assessors may be replaced or complemented by two (2) years cumulative relevant industry and/or teaching/academe experience.

VII. EFFECTIVITY

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


GUILING "GENE" A. MAMONDIONG
Director General/Secretary