

# TESDA CIRCULAR

<b>SUBJECT:</b> Implementing Guidelines on the Deployment of Training Regulations (TR), Developed Competency Assessment Tools (CATs), Promulgated Assessment Fees, and Conduct of Competency Assessment and Certification for Grains Production NC II		Page <u>1</u> of <u>6</u> pages Number <u>43</u> , series of 2017
<b>Date Issued:</b> August 7, 2017	<b>Effectivity:</b> Immediately	<b>Supersedes:</b>

In the interest of the service and to provide coherence and uniformity as well as ensure efficiency and effectiveness in the deployment of the developed **Training Regulations on Grains Production NC II** and implementation of competency assessment and certification, the following Implementing Guidelines are hereby issued:

## I. BACKGROUND/LEGAL BASIS

- TESDA Board Resolution No. **2015-25** dated **16 December 2015**: "Approving and Promulgating the Training Regulations for Grains Production NC II."
- The abovementioned Training Regulations (TR) was developed in partnership with the Department of Agriculture – Agricultural Training Institute (DA –ATI), Philippine Rice Research Institute (PhilRice), and International Rice Research Institute (IRRI).
- The deployment of this TR in accordance with the quality procedures under ISO 9001:2015.

## II. OBJECTIVES

- To implement the Training Regulations (TR), 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 agriculture industry workers;
- To strengthen the industry-academe linkages addressing the "skill-job mismatch" in critical sectors; and
- To develop 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 Grains Production NC II shall be covered by this Circular.

# TESDA CIRCULAR

<b>SUBJECT:</b> Implementing Guidelines on the Deployment of Training Regulations (TR), Developed Competency Assessment Tools (CATs), Promulgated Assessment Fees, and Conduct of Competency Assessment and Certification for Grains Production NC II		Page <u>2</u> of <u>6</u> pages Number <u>43</u> , series of 2017
<b>Date Issued:</b> August 7, 2017	<b>Effectivity:</b> Immediately	<b>Supersedes:</b>

## IV. GENERAL POLICIES

### A. Utilization of the Newly Developed 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 corresponding 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 Institution-Based or Enterprise-based or Community-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 "No Training Regulations (NTR)" 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 Grains Production 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 on Program Registration.

# TESDA CIRCULAR

<b>SUBJECT:</b> Implementing Guidelines on the Deployment of Training Regulations (TR), Developed Competency Assessment Tools (CATs), Promulgated Assessment Fees, and Conduct of Competency Assessment and Certification for Grains Production NC II	Page <u>3</u> of <u>6</u> pages  Number <u>43</u> , series of 2017
<b>Date Issued:</b> August 7, 2017	<b>Effectivity:</b> Immediately
<b>Supersedes:</b>	

4. The National Institute for Technical Education and Skills Development (NITESD) shall initiate trainer's development.

5. The following codes shall be followed for this TR:

Qualification Title	Qualification Code	Certificate of Competency (COC) Code	Cluster of Competencies	Unit Code (Core Competency)	Unit Title (Core Competency)
Grains Production NC II	AFFGRP215	GRP215CC1	Manage Grains Production	AFF611305	Conduct variety and seed selection
		GRP215CC2	Perform Land Preparation	AFF611306	Perform Land Preparation
		GRP215CC1	Manage Grains Production	AFF611307	Carry-out crop establishment
		GRP215CC1	Manage Grains Production	AFF611308	Manage crop
		GRP215CC3	Conduct of Harvest and Post-Harvest Operations	AFF611309	Conduct of Harvest and Post-Harvest Operations

#### D. Trainer's Qualification

1. Must be a holder of National TVET Trainer's Certificate (NTTC) Level I in Grains Production NC II.
2. Must have at least two (2) years job/industry experience within the last five (5) years.
3. Job/Industry experience shall include the experience and practice of being a rice farmer/grower or corn farmer/grower or as a documented/certified TVET trainer in the area of rice or corn production.

#### E. Assessment and Certification

1. The assessment and certification for Grains Production NC II shall follow the Quality Procedures for Competency Assessment (Document No. TESDA-OP-CO-05, Revision 00) and provisions of Section 4 – Assessment and Certification Arrangements of the above TR.

# TESDA CIRCULAR

<b>SUBJECT:</b> Implementing Guidelines on the Deployment of Training Regulations (TR), Developed Competency Assessment Tools (CATs), Promulgated Assessment Fees, and Conduct of Competency Assessment and Certification for Grains Production NC II		Page <u>4</u> of <u>6</u> pages  Number <u>43</u> , series of 2017
<b>Date Issued:</b> August 7, 2017	<b>Effectivity:</b> Immediately	<b>Supersedes:</b>

2. Assessment shall cover all the competencies of the qualification with basic and common units integrated or assessed concurrently with the core units of competency.
3. A National Certificate (NC) is issued when a candidate has demonstrated competence in all the units of competency of the qualification through a project-type assessment or through accumulation of the above listed COCs.

## 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 assessors.

### A. Competency Assessment Tools (CATs)

These shall serve as 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 Fees

1. Based on the TESDA Board Resolution No. **2017- 35** dated **06 June 2017**, the assessment fees per candidate are as follows:
  - Grains Production NC II (Rice) (Full Qualification) – Five Hundred Pesos (Php500.00)
  - Grains Production NC II (Rice) (COC1 – Manage Grains Production) – Four Hundred Seventy Pesos (Php470.00)
  - Grains Production NC II (Rice) (COC2 – Perform Land Preparation) – Four Hundred Fifty-Five Pesos (Php455.00)
  - Grains Production NC II (Rice) (COC3 – Conduct Harvest and Post-Harvest Operation) – Four Hundred Fifty Pesos (Php450.00)
  - Grains Production NC II (Corn) (Full Qualification) – Five Hundred Pesos (Php500.00)

# TESDA CIRCULAR

<b>SUBJECT:</b> Implementing Guidelines on the Deployment of Training Regulations (TR), Developed Competency Assessment Tools (CATs), Promulgated Assessment Fees, and Conduct of Competency Assessment and Certification for Grains Production NC II	Page <u>5</u> of <u>6</u> pages  Number <u>43</u> , series of 2017	
<b>Date Issued:</b> August 7, 2017	<b>Effectivity:</b> Immediately	<b>Supersedes:</b>

- Grains Production NC II (Corn) (COC1 – Manage Grains Production) – Four Hundred Fifty Pesos (Php450.00)
- Grains Production NC II (Corn) (COC2 – Perform Land Preparation) – Four Hundred Fifty Pesos (Php450.00)
- Grains Production NC II (Corn) (COC3 – Conduct Harvest and Post-Harvest Operation) – Four Hundred Sixty Pesos (Php460.00)

2. The respective fees are inclusive of 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;
  - 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 Assessors.

# TESDA CIRCULAR

<b>SUBJECT:</b> Implementing Guidelines on the Deployment of Training Regulations (TR), Developed Competency Assessment Tools (CATs), Promulgated Assessment Fees, and Conduct of Competency Assessment and Certification for Grains Production NC II		Page <u>6</u> of <u>6</u> pages Number <u>49</u> , series of 2017
<b>Date Issued:</b> August 7, 2017	<b>Effectivity:</b> Immediately	<b>Supersedes:</b>

## E. Mandatory Assessment

1. All TVIs with UTPRAS-registered programs on Grains Production 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 requirement of minimum of two (2) years industry experience for trainers/assessors may be replaced or complemented by two (2) years cumulative relevant teaching 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. DAMONDIONG**  
Director General/Secretary