

TESDA CIRCULAR

SUBJECT: Guidelines on Providing Equivalent Industry Work Experience to Teaching Experience, and Dualized Training Program/Dual Training System, Technical Consulting, International Industry Immersion and International Training Modalities		No. <u>51</u> Series 2017 Page <u>1</u> of <u>6</u> pages
Date Issued: October 2, 2017	Effectivity: As Indicated	Supersedes:

A. Background/Rationale

TESDA Circular No. 20 series of 2014 includes industry work experience as part of the requirements for National TVET Trainers Certificate (NTTC) issuance and renewal. The Circular states that, to attain the appropriate NTTC Level I, the following are required: a) NC Level of the qualification appropriate to the training program handled but not lower than NC II; b) Trainers Methodology Certificate (TMC) I; and c) Industry work experience as may be provided in Section 3 of the respective TRs.

In view of the need to ensure that TVET trainers will be able to meet the industry work experience required, TESDA Circular No. 33 s. 2017 on "Institutionalizing a Credit Equivalency System for Industry Work Experience Required (IWER) of TVET Trainers" was issued to establish a workable credit equivalency system for trainers to be accorded credits equivalent to industry work experience. The Circular provide an opportunity for TVET trainers who are currently employed, whether as regular or contractual employee with insufficient industry work experience, to meet the trainers' qualifications in the Training Regulations within a given period of time.

Aside from the modalities specified in TESDA Circular No. 33 s. 2017, other modalities that could be used as means of learning new technology and acquiring work experience are international industry immersion and international training. These modalities must therefore be considered in giving equivalent credits for industry experience to our trainers.

B. Objectives:

This Circular aims to provide equivalent credits of industry work experience to Teaching Experience, DTP/DTS (In-plant program), Technical Consulting, International Industry Immersion and International Training modalities.

C. Definition of Terms:

- Dualized Training Program (DTP)** — a transitory-phased implementation modality of Dual Training System. It facilitates and leads the partnership arrangements between the school and the workplace into DTS modality over time (TVET Glossary of Terms, 4th Edition).
- Dual Training System (DTS)** — an instructional delivery system of technical and vocational education and training that combines in-plant and in-school training based on a training plan collaboratively designed and implemented by an accredited dual system agricultural, medical, industrial, and business establishment (TVET Glossary of Terms, 4th Edition).

TESDA CIRCULAR

SUBJECT: Guidelines on Providing Equivalent Industry Work Experience to Teaching Experience, and Dualized Training Program/Dual Training System, Technical Consulting, International Industry Immersion and International Training Modalities	No. <u>51</u> Series 2017 Page <u>2</u> of <u>6</u> pages
--	--

Date Issued: October 2, 2017	Effectivity: As Indicated	Supersedes:
--	-------------------------------------	-------------

- 3. Industry Work Experience Required** – the number of years of workplace experience required before a trainer is allowed to teach in a TVET program as indicated in the relevant training regulations.
- 4. International Industry Immersion** - the process of deploying TVET trainers to industries/companies from other countries to enhance their skills, knowledge and attitudes in their area of specialization to be applied to their training institutions for quality TVET training.
- 5. International Training** – a skills upgrading program for trainers conducted in other countries by reputable organization to enhance their skills, knowledge and attitudes in their area of specialization.
- 6. Technical Consulting** – is a service provided by TVET trainer in a particular enterprise that would result to productivity enhancement.

D. Coverage:

These guidelines shall be implemented nationwide and shall cover all TVET trainers of public and private TVIs with teaching experience of three (3) years or more on Qualifications with training regulations.

E. General Policies:

- The equivalent industry work experience that can be credited for the awarding of NTTC shall be based on the accumulated credit units gained from the number of years of teaching experience and the duration of DTP/DTS (In-plant Program), Technical Consulting, International Industry Immersion and International Training modalities.
- The number of years of teaching experience could be an accumulation of all the TVET teaching experiences by the trainer in different capacities and in different institutions. Teaching experience shall be credited only once.
- The duration of DTP/DTS (In-plant Program), Technical Consulting, International Industry Immersion and International Training modalities could be an accumulation of all the duration the trainer is involved.

F. Determining the Industry Work Experience

- To determine the number of weeks (hours) of DTP/DTS (In-plant Program) and Technical Consulting modality, the provision in TESDA Circular No. 33 s. 2017 "Institutionalizing a Credit Equivalency System for Industry Work Experience Required (IWER) of TVET Trainers" shall be followed.

TESDA CIRCULAR

SUBJECT: Guidelines on Providing Equivalent Industry Work Experience to Teaching Experience, and Dualized Training Program/Dual Training System, Technical Consulting, International Industry Immersion and International Training Modalities	No. <u>51</u> Series 2017 Page <u>3</u> of <u>6</u> pages
Date Issued: October 2, 2017	Effectivity: As Indicated
Supersedes:	

2. The number of weeks (hours) of International Industry Immersion and International Training modalities shall be equivalent to **two (2) hours for every hour** of International Industry Immersion or International Training.

Example: 40 hours (1 week) of International Industry Immersion or International Training equals 80 hours (2 weeks).

3. To gain an equivalent number of industry work experience, a trainer must have at least one (1) credit unit in teaching experience and the equivalent credit unit in any or all of the modalities (DTP/DTS (In-plant Program), Technical Consulting, International Industry Immersion or International Training) as shown in Table 1 and Table 2.

Table 1 Credit Units for Teaching Experience and DTP/DTS or Technical Consulting Modalities				Table 2 Equivalent Industry Work Experience Per Total Credit Units		
Teaching Experience		<i>DTP/DTS (In-plant Program)*, Technical Consulting, International Industry Immersion** and International Training**</i>		Total Credit Units	Equivalent Industry Work Experience	
No. of Yrs.	Credit Units	No. of Weeks (40 hrs.)	Credit Units		No. of Years	Conversion to Months
3	1	1	1	2	0.5	6
4	2	2	2	3	0.75	9
5	3	3	3	4	1	12
6	4	4	4	5	1.25	15
7	5	5	5	6	1.5	18
8	6	6	6	7	1.75	21
9	7	7	7	8	2	24
10	8	8	8	9	2.25	27
11	9	9	9	10	2.5	30
12	10	10	10	11	2.75	33
13	11	11	11	12	3	36
14	12	12	12	13	3.25	39
15	13	13	13	14	3.5	42
16	14	14	14	15	3.75	45
17	15	15	15	16	4	48
18	16	16	16	17	4.25	51
19	17	17	17	18	4.5	54
20	18	18	18	19	4.75	57
21 and above	19	19	19	20	5	60

TESDA CIRCULAR

SUBJECT: Guidelines on Providing Equivalent Industry Work Experience to Teaching Experience, and Dualized Training Program/Dual Training System, Technical Consulting, International Industry Immersion and International Training Modalities	No. <u>51</u> Series 2017 Page <u>4</u> of <u>6</u> pages
--	--

Date Issued: October 2, 2017	Effectivity: As Indicated	Supersedes:
--	-------------------------------------	-------------

**The number of weeks (hrs.) of DTP/DTS (In-plant Program) is already computed based on a ratio of 1 hour = .05 hour as provided for in TESDA Circular No. 33 s. 2017.*

***The equivalent length of time for International Industry Immersion and International Training is already computed based on Section F.2 of this TESDA Circular.*

4. The credit units are as follows (Table 1):

- **Teaching Experience** - 1 year = **1 unit** but a minimum of three (3) years to gain credit.
- **DTP/DTS** - 1 week (40Hrs.) = **1 unit**
- **Technical Consulting** - 1 week (40Hrs.) = **1 unit**
- **International Industry Immersion** - 1 week (40Hrs.) = **1 unit**
- **International Training** – 1 week (40Hrs.) = **1 unit**

5. To determine the equivalent number of industry work experience of a trainer, the steps are as follows:

- 5.1 Determine the credit unit in teaching experience based on the number of years of teaching (Table 1). Example: 3 years – 1 unit, 4 years – 2 units, etc.
- 5.2 Determine the credit units of any or all the modalities attended by the trainer (Table 1): 1 week (40 Hrs.) – 1 unit, 2 weeks (80 Hrs.) – 2 units, etc.
- 5.3 Get the total credit units of the teaching experience and the modalities attended.
- 5.4 Get the equivalent industry work experience of the total credit units in Table 2.

Example: *Determine the equivalent industry work experience of a trainer who has 5 years of teaching experience and 2 months of DTP/DTS, 3 weeks of Technical Consulting, 4 weeks of International Industry Immersion and 2 weeks of International Training Modalities.*

TESDA CIRCULAR

SUBJECT: Guidelines on Providing Equivalent Industry Work Experience to Teaching Experience, and Dualized Training Program/Dual Training System, Technical Consulting, International Industry Immersion and International Training Modalities	No. <u>51</u> Series 2017 Page <u>5</u> of <u>6</u> pages
Date Issued: October 2, 2017	Effectivity: As Indicated
Supersedes:	

Source of Credits	Length of Time	Equivalent Length of Time	Credit Units (Table 1)
Teaching Experience	5 years	--	3
Modalities			
• DTP/DTS	2 months	1 month (4 weeks)*	4
• Technical Consulting	3 weeks		3
• International Industry Immersion	4 weeks	8 weeks**	8
• International Training	2 weeks	4 weeks**	4
Total Credit Units			22
Equivalent Industry Work Experience			5 Years (Table 2)

* The equivalent length of time for of DTP/DTS (In-plant Program) is based on a ratio of 1 hour =.05 hour as provided for in TESDA Circular No. 33 s. 2017.

**The equivalent length of time for International Industry Immersion and Technical Training is based on Section F.2 of this TESDA Circular.

G. Monitoring and Reporting

1. The ROs shall maintain a regional database of trainers who have gained industry work experience through DTP/DTS or Technical Consulting modalities.
2. The ROs shall submit quarterly reports on the implementation of this circular to NITESD-NTTA-ODDG-PP Cluster.
3. The NITESD-NTTA-ODDG-PP Cluster shall maintain a national database of trainers who have gained industry work experience through DTP/DTS or Technical Consulting modalities.

TESDA CIRCULAR

SUBJECT: Guidelines on Providing Equivalent Industry Work Experience to Teaching Experience, and Dualized Training Program/Dual Training System, Technical Consulting, International Industry Immersion and International Training Modalities		No. <u>51</u> Series 2017 Page <u>6</u> of <u>6</u> pages
Date Issued: October 2, 2017	Effectivity: As Indicated	Supersedes:

H. Separability Clause

If any of the provisions of this Circular is declared invalid, the remaining parts not affected shall continue to be valid and operational.

I. Effectivity

This Circular takes effect as indicated and supersedes any other issuance/s inconsistent herewith.


GUILING "GENE" A. MAMONDIONG
Director General/ Secretary