

Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Manila

35th TESDA Board Meeting
20 June 2002, Thursday, 8:30 a.m.
TESDA Board Room, 7/F Admin. Building
Taguig, Metro Manila

RESOLUTION NO. 2002- 14

APPROVING AND IMPLEMENTING THE TESDA
WORK AND FINANCIAL PLAN (WFP) FOR CY 2002

WHEREAS, pursuant to Section 8 "Powers and Functions of the Board" of R.A. 7796 otherwise known as the TESDA Act of 1994, the TESDA Board is mandated to ensure implementation of the Authority's responsibilities of "formulating, a continuing coordinated and fully integrated technical education and skills development policies, plans and programs";

WHEREAS, the TESDA Secretariat is tasked to implement the Authority's responsibilities and, in so doing, operationalize them through specific and prioritized programs/projects/activities embodied in an annual operational plan, otherwise known as the Work and Financial Plan for the year;

WHEREAS, the TESDA Secretariat presented to the TESDA Board the WFP for CY 2002 indicating among others, all contracts for goods and services that are deemed necessary to support the programs/projects/activities prioritized for the year;

WHEREAS, the TESDA Board re-emphasized contract limitation through Board Resolution 2001-01- "Defining the Power of the Chairperson of the TESDA Board and the Director General of the TESDA Secretariat to Enter into, Make and Execute Domestic and Foreign Contracts in Behalf of the TESDA Board";

WHEREAS, the TESDA Board approves the CY2002 WFP on the basis of the following documentary attachments as presented:

TABLES

- Comparative WFP Allotment for FY 2001 and FY 2001 By Office (COROPOTI) and By Fund Source (Fund 101 and Fund 102)
- WFP by expense Class (PS, MOOE, CO) and By Fund-Source (Fund 101 and Fund 102)
- WFP By Core Business (MOOE) and By Fund Source (Fund 101 and Fund 102)

GRAPHS

- Total MOOE Budget By Type (Fund) Source
- Total MOOE BY Office
- Percentage Share By Office (MOOE)
- Total Budget By Nature of Expense (Expense Class) and By Fund Source

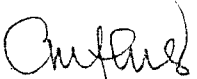
- Total Budget By Nature of Expense (Expense Class) By Office and By Fund Source
- Total Budget By Core Business (MOOE)
- Distribution of Budget BY Core Business and Fund Source

OTHER SUPPORT DOCUMENTS

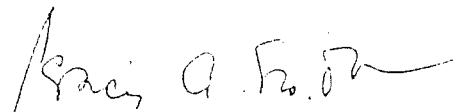
- Breakdown of Positions By Level and By Office
- List of Awarded and Projected Contracts
- Flow Chart of Procurement of Goods and Services
- Status of Fund Utilization as of May 31, 2002

NOW, THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the TESDA Board approves the Authority's Work and Financial Plan for CY 2002 for implementation with the abovementioned attachments to form as an integral part of this resolution.

Adopted this 20th day of June 2002.


AVA HEIDI V. DELA TORRE
Acting Board Secretary VI

Attested By:


PATRICIA A. STO. TOMAS
Secretary, Department of Labor and Employment
Chair, TESDA Board

SUMMARY BY EXPENSE CLASS
CY 2002
(In Thousand Pesos)

OFFICE	FUND 101				FUND 102			
	PS	MOOE	CO	TOTAL	PS	MOOE	CO	TOTAL
Central Office *	171,144	397,963	21,000	590,107		171,153		171,153
Regional Office	348,105	235,941		584,046		3,410		3,410
Institutional	655,931	185,238	1,000	842,169		63,991	493,699	557,690
TOTAL	1,175,180	819,142	22,000	2,016,322	35,489	238,554	493,699	767,742
% Distribution to Total	58.28	40.63	1.09	100	4.62	31.07	64.31	100

* MOOE for Fund 101 is based on WFP 2002

TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
 WORK AND FINANCIAL PLAN (WFP)
 MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)
 CY 2002

OFFICES	FUND 101			FUND 102
	WFP ALLOTMENT (In Thousand Pesos)		% INC./(DEC.)	FY 2002
	CY 2001	CY 2002		
A. CENTRAL OFFICE				
ODG				60,783
Regular	1,075	9,400	88.56	
KKOSS		1,500	100.00	
ODDG, PPC	3,547	1,500	(136.47)	
ODDG, TVET	3,200	1,500	(113.33)	
IPDU	3,151	1,500	(110.07)	
TB Secretariat	2,627	4,000	34.33	
CSA				1,583
Regular	40,000	15,000	(166.67)	
Fixed Costs	46,800	50,378	7.10	
Lease Line		1,485	100.00	
PO	17,000	5,000	(240.00)	7,504
SSCO				8,755
Regular	32,400	3,000	(980.00)	
Assessment Voucher *		6,000	100.00	
GMA IT Scholarship & Certification *		6,500	100.00	
NITVET	36,719	8,000	(358.99)	21,699
OFTVET				66,929
Regular	13,500	5,000	(170.00)	
PESFA *	200,000	200,000	-	
Tendering Program *		8,000	100.00	
NFTVET	6,400	5,000	(28.00)	
OA				3,900
Regular	7,300	5,000	(46.00)	
Punlaan *		1,500	100.00	
TWC				
Regular	4,281	3,000	(42.70)	
CIA c/o Sen. Loren Legarda		5,000	100.00	
Additional Funds for ROs *		46,000	100.00	
Unallocated Funds	80,517	4,700	(1,613.13)	
Sub-total, CO	498,517	397,963	(25.27)	171,153
% Distribution to Total	51.52	48.58		71.75

* To be downloaded to Regional Offices

TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
 WORK AND FINANCIAL PLAN (WFP)
 MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)
 CY 2002

OFFICES	FUND 101			FUND 102
	WFP ALLOTMENT (In Thousand Pesos)		% INC./ (DEC.)	FY 2002
	CY 2001	CY 2002		
<u>B. REGIONAL OFFICE</u>				
NCR	18,328	17,358	(5.29)	} 3,410
CAR	18,821	13,984	(25.70)	
I	16,045	12,289	(23.41)	
II	15,634	12,422	(20.54)	
III	23,400	16,950	(27.56)	
IV	30,742	27,967	(9.03)	
V	19,791	17,656	(10.79)	
VI	22,860	18,181	(20.47)	
VII	23,386	18,869	(19.31)	
VIII	17,845	17,210	(3.56)	
IX	15,355	12,952	(15.65)	
X	15,722	13,242	(15.77)	
XI	18,018	14,949	(17.03)	
XII	12,169	9,401	(22.75)	
CARAGA	13,844	12,511	(9.63)	
Sub-total, RO	281,960	235,941	(19.50)	3,410
% Distribution to Total	29.14	28.80		1.43
<u>C. INSTITUTIONAL</u>				
	187,214	185,238	(1.07)	63,991
Sub-total, INSTITUTIONAL	187,214	185,238	(1.07)	63,991
% Distribution to Total	19.35	22.61		26.82
TOTAL	967,691	819,142	(18.13)	238,554

NOTE:

% Distribution of Fund 101 (MOOE) after downloading all regional-related programs by Central Office

	ALLOTMENT	% DISTRIBUTION
Central Office	129,963	15.87
Regional Offices	503,941	61.52
Institutional	185,238	22.61
TOTAL	819,142	100

TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
 WORK AND FINANCIAL PLAN (WFP)
 CAPITAL OUTLAY (CO)

OFFICES	FUND 101		FUND 102
	CY 2001	CY 2002	CY 2002
Central Office	-	21,000	-
Regional Office	-	-	-
Institutional	-	1,000	493,699
TOTAL	-	22,000	493,699

DISTRIBUTION OF BUDGET BY CORE BUSINESS (MOOE)

CY 2002 (In Thousand Pesos)	Direction Setting	Quality Assurance	Support To TVET Provision	Institutional Capacity Building	GASS	TOTAL
Fund 101	92,081	259,499	178,845	150,804	137,913	819,142
% Distribution	11.24	31.68	21.83	18.41	16.84	100.00
Fund 102	17,253	48,758	141,585	14,286	16,672	238,554
% Distribution	7.23	20.44	59.35	5.99	6.99	100.00
TOTAL	109,345	308,289	320,452	165,108	154,602	1,057,796
% Distribution	10.34	29.14	30.29	15.61	14.62	100.00

TOTAL MOOEE BUDGET BY TYPE OF FUND

(In =P= '000 and In Percent)

819,142

1,000,000

800,000

600,000

400,000

200,000

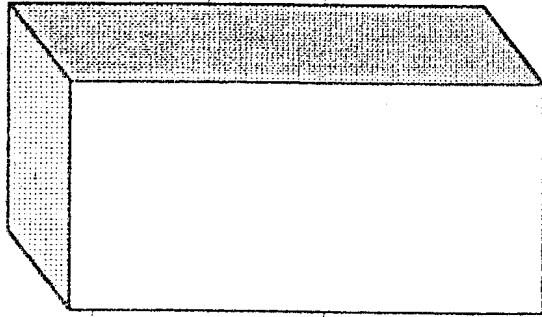
(77.45%)

238,554

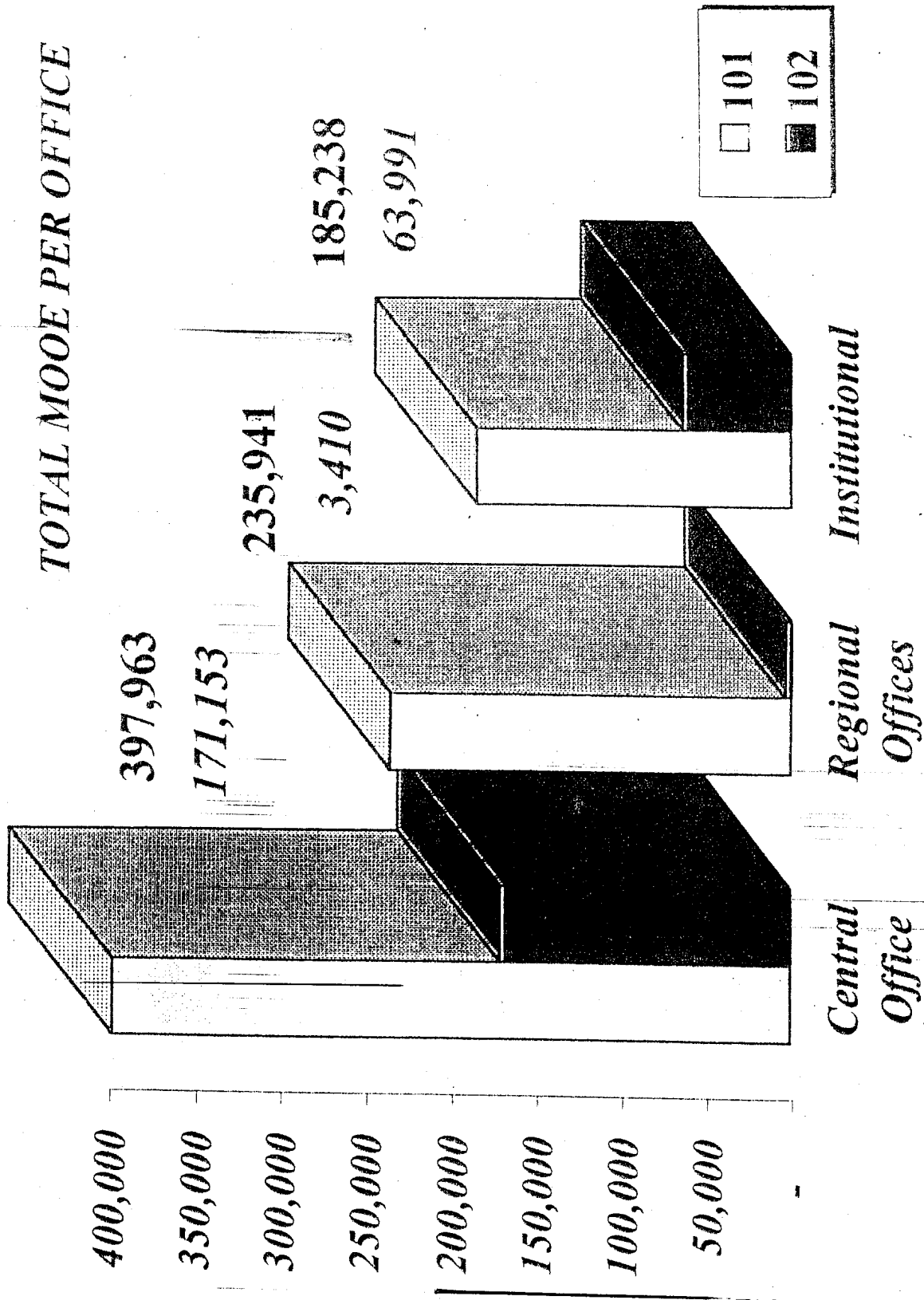
(22.55%)

Fund 101

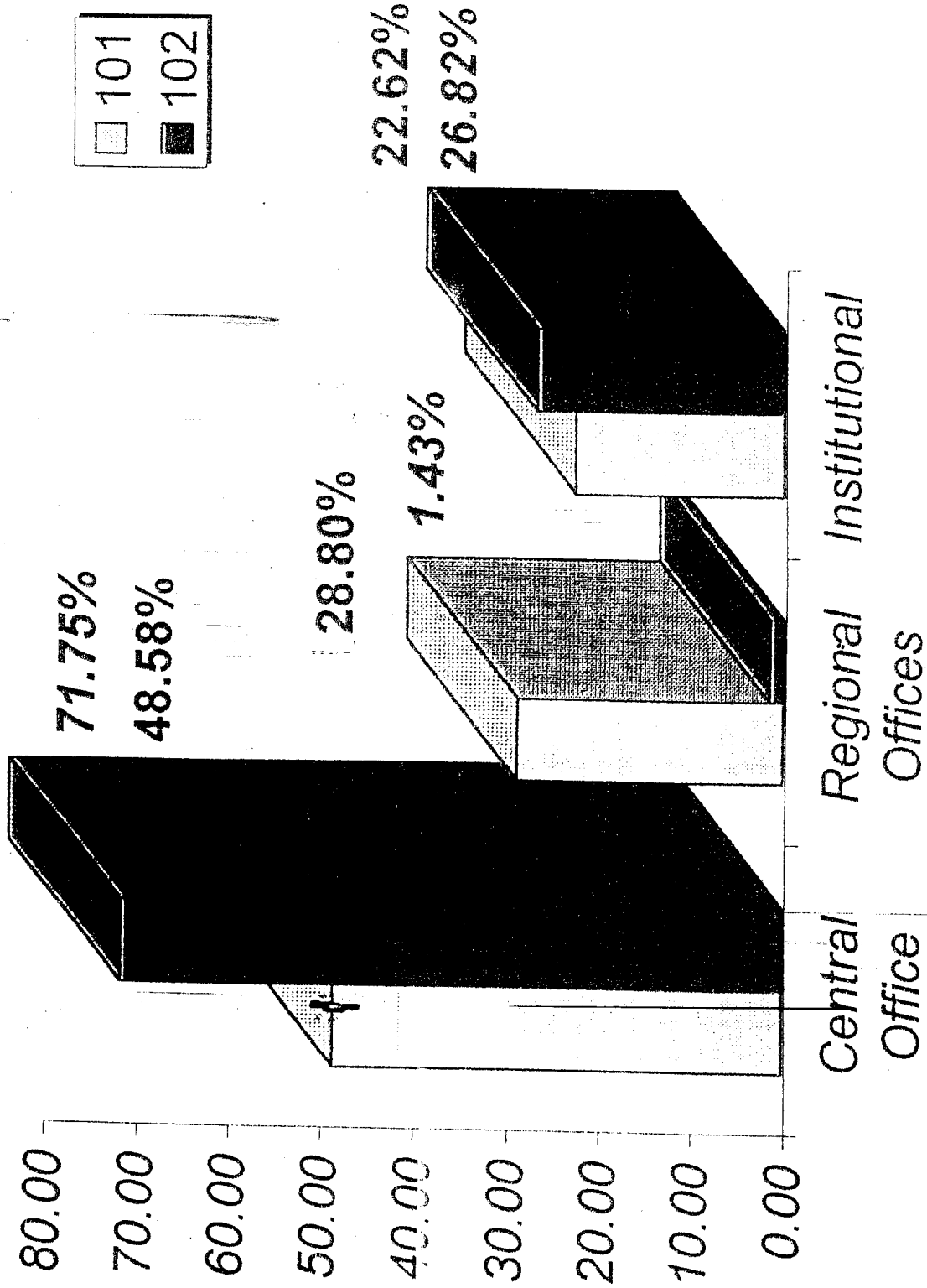
Fund 102



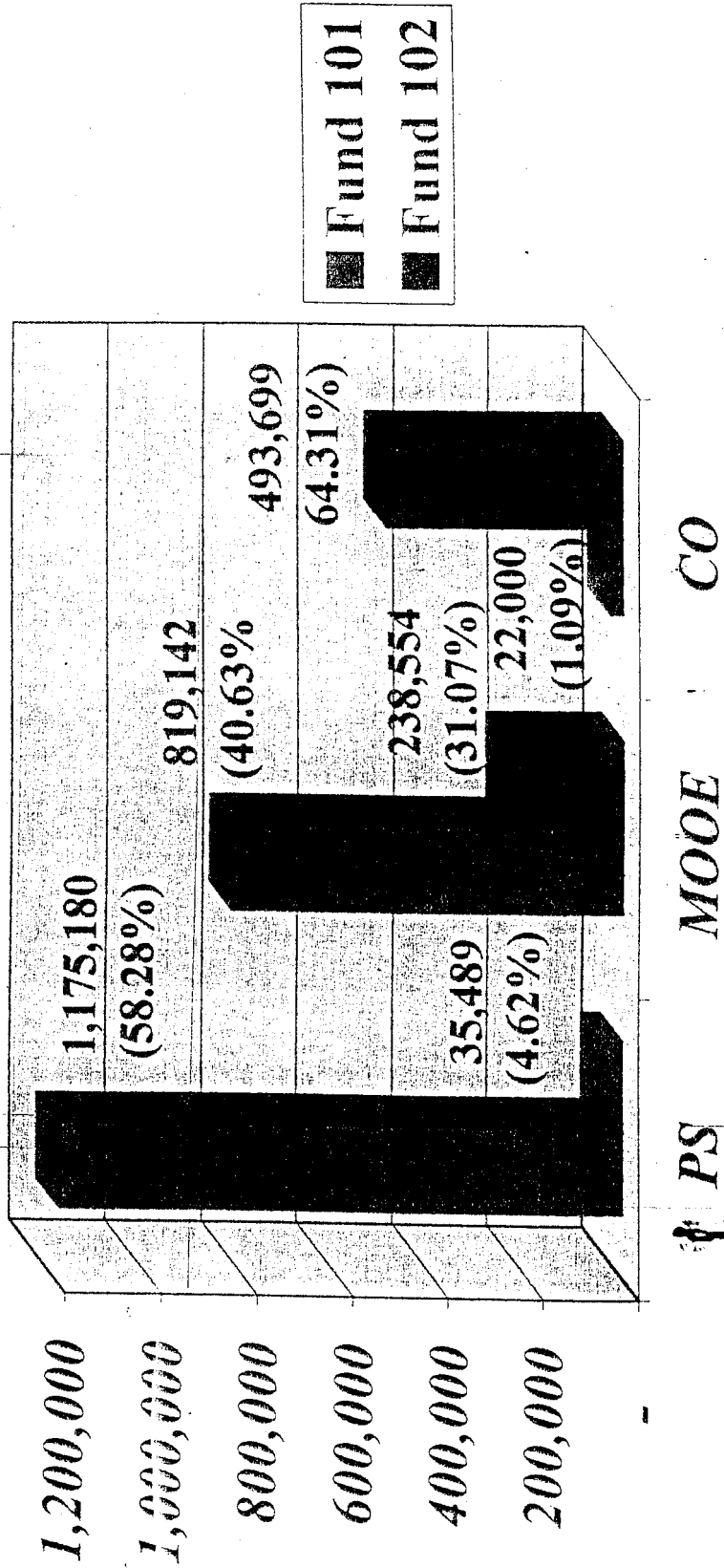
TOTAL MOOE PER OFFICE



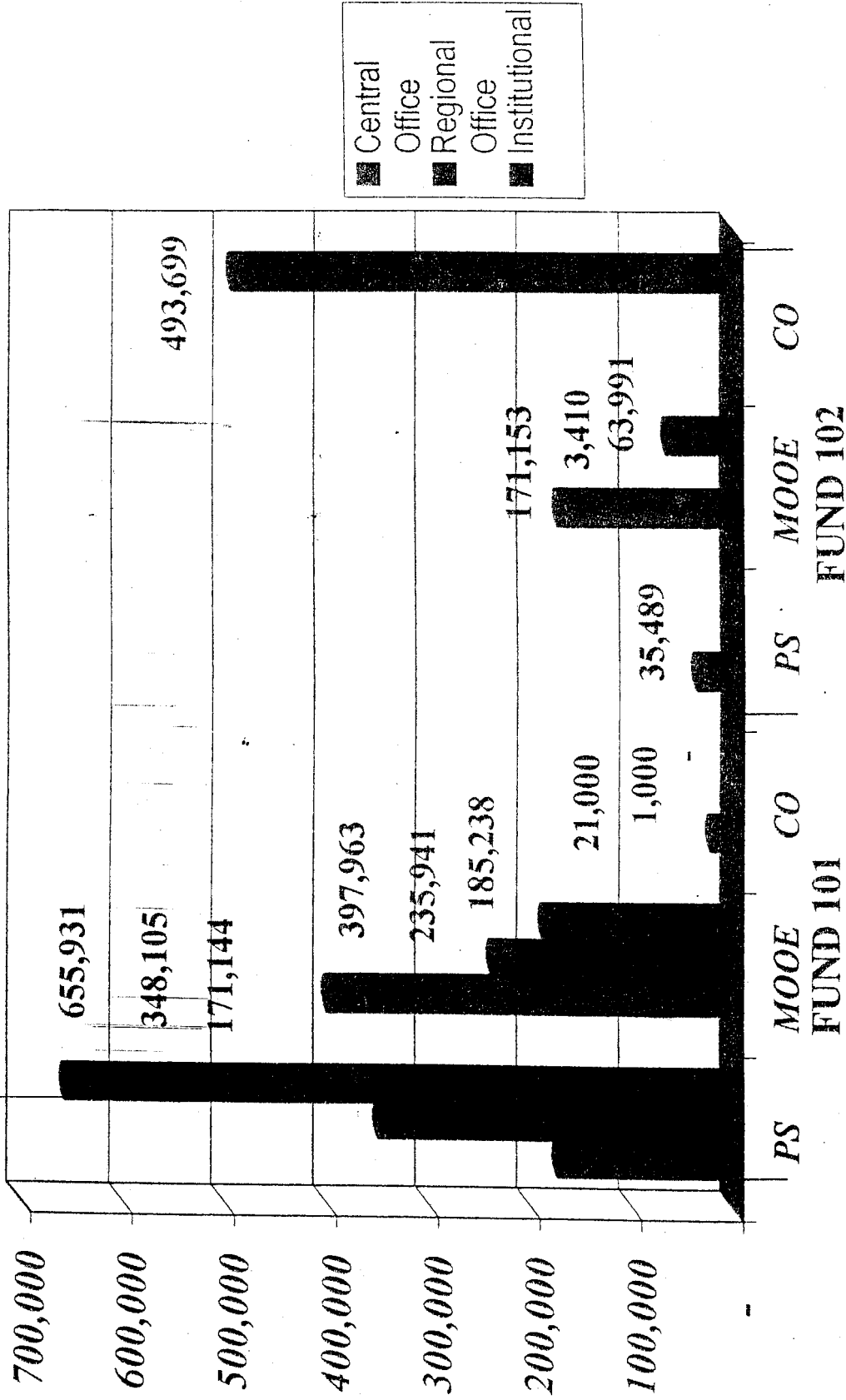
MOOE PERCENTAGE SHARE PER OFFICE



**TOTAL BUDGET
BY NATURE OF EXPENSES**
(In =P='000 and In Percent)

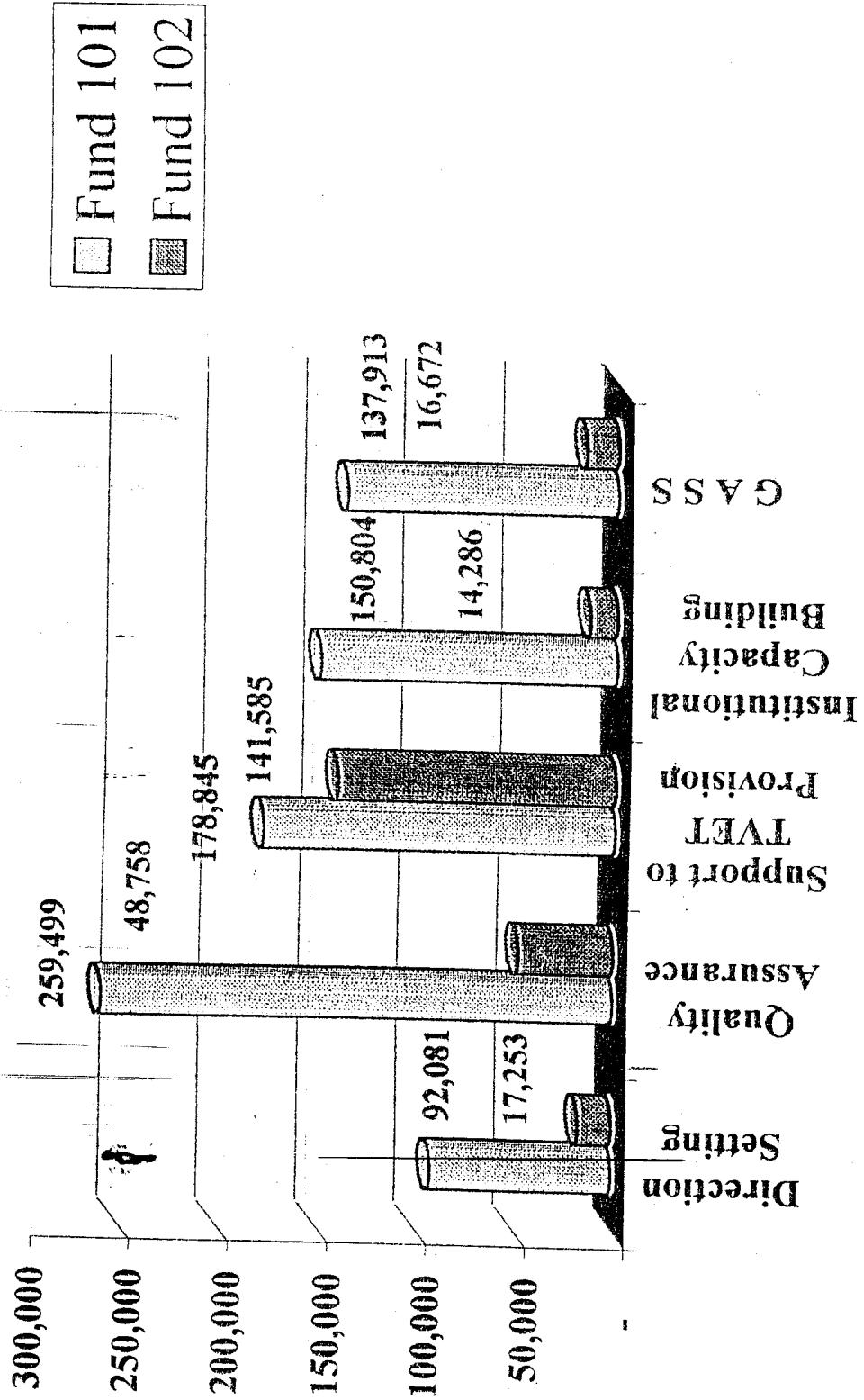


TOTAL BUDGET BY NATURE OF EXPENSES



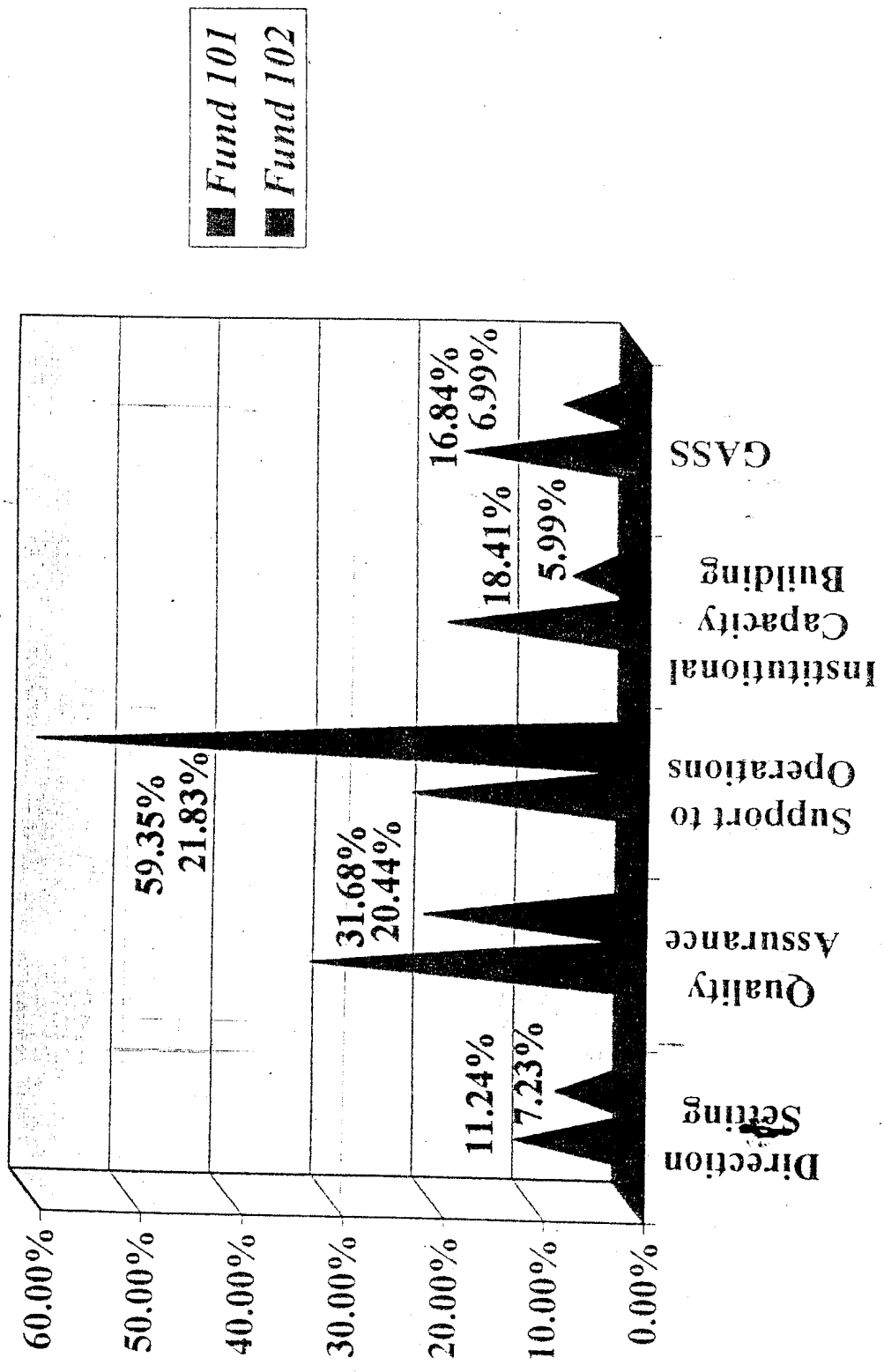
TOTAL BUDGET BY CORE BUSINESS (MOOE)

(In =P= '000)



DISTRIBUTION OF BUDGET BY CORE BUSINESS AND BY TYPE OF FUND

(In Percent)



BREAKDOWN OF TESDA REGIONAL OFFICES PER LEVEL OF POSITION

REGION	NO. OF APPROVED POSITIONS	EXECUTIVE	MANAGERIAL	SUPERVISORY	TECHNICAL	SUPPORT STAFF
I	86	5	3	8	47	23
II	83	6	3	8	45	21
III	154	7	3	15	95	34
IV	188	12	3	20	111	42
V	126	7	3	12	73	31
VI	143	7	3	13	81	39
VII	145	5	3	11	97	29
VIII	100	7	3	10	55	25
IX	92	4	3	9	55	21
X	91	5	3	9	53	21
XI	102	7	3	10	56	26
XII	79	4	3	7	42	23
NCR	90	7	2	9	48	24
CAR	117	7	3	13	68	26
CARAGA	79	5	2	8	45	19
TOTAL	1,675	95	43	162	971	404

BREAKDOWN OF POSITIONS PER LEVEL OF POSITIONS
 TESDA CENTRAL OFFICE

	PERMANENT			CONTRACTUAL	CASUAL	TOTAL
	APPROVED	FILLED	VACANT			
EXECUTIVE	12	11	1			12
MANAGERIAL	21	17	4			21
SUPERVISORY	40	38	2			40
TECHNICAL	216	175	41	6		222
ADMIN SUPPORT	218	204	14		7	225
TOTAL	507	445	62	6	7	520

**CY 2002 LIST OF CONTRACTS AWARDED
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT
AUTHORITY**

Name of FirmS/Consultants	Services	Amount of Contract
1. Chevron Security Services, Inc.	Security Services	=P=10,920,000.00
2. Superclean Services Corporation	Janitorial Services	9,250,495.80
3. National Tax Research Center	Research Study on training fees and charges	778,000.00
4. Henry P. Nadong	Management Services	640,000.00
5. Rodolfo R. Baldemor	Management Services	623,964.00
6. Dr. Fortunato A. Battad	Management Services	510,000.00
7. Akkad Water Supply	Water Supply	280,000.00
8. Primeworld Digital-Systems, Inc.	Technical Services	224,125.00
9. Rowena V. Guanzon	Management Services	189,000.00
10. Luzviminda A. Villanueva	Management Services	180,000.00
11. Hanno F. Knaup	Management Consultancy	180,000.00
12. Josef Eichenseer	Management Consultancy Services	180,000.00
13. Jose C. Papa	Management services	150,000.00
14. De la Salle University	Management services	115,000.00
15. Victor C. Jose	Management Services	100,000.00
16. National Anti-Poverty Commission	Management services	98,000.00
17. International Elevator and Equipment, Inc.	Service and maintenance services	79,200.00
18. International Elevator and Equipment, Inc.	Service and maintenance services	42,000.00
19. Island Cove and Resort Park	Accommodation Services	23,400.00
	TOTAL	=P=24,563,184.80

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LIST C REJECTED CONTRACTS OF GOODS AND SERVICES

GOODS and SERVICES	Core Business/Fund (In Thousand Pesos)											
	D\$		QA		STP		ICB		GASS		TOTAL	
	101	102 ^U	101	102 ^U	101	102 ^U	101	102 ^U	101	102 ^U	101	102 ^U
Central Office												
Operations												
1. Consultancy/Training	6,434.60	91,896.00	381.50	49,250.00		285.00	934.00	3,939.00	1,481.80	15.00	6,816.10	151,385.00
2. Print-media programs (P 6,050):												
-printed articles												
-radio programs												
-phone patch												
-TV plugs (consultancy service awarded to Mr. Romy Sizara):												
Completed												
APP												
1. Equipment & Other Expenses	3,389.00	120.00	485.01	55.00	33.00	2,460.84	73.43	2,445.88	6,384.81	231.43	6,384.81	231.43
2. Competency Assessment	6,190.47	23,324.00	11,417.00	95,161.00	4,866.48	2,730.65	75.06	4,128.80	22,493.95	176,575.06	22,493.95	176,575.06
3. Teacher System:												
-ICT Certification (62 max certified):			5,500.00								5,500.00	
-Sectoral (industry) associations:			6,000.00								6,000.00	
4. Certification (TOR preparation)	460.50		45.00		120.00	117.00		150.00	5,487.22		5,487.22	
5. Printing Services	2,052.44		13.00			133.45		50.00	8,956.68		8,956.68	
6. Subscription Expenses	808.00								821.00		821.00	
7. Civil Works	200.00			159,820.00		28,637.50			200.00		200.00	228,397.50
8. Advertising/Advocacy	2,209.00		11.57		18.00				2,238.57		2,238.57	
Sub-total	21,744.01	115,340.00	23,853.08	344,231.00	5,119.48	6,375.93	9,939.00	163.50	21,744.01	556,579.00	21,744.01	556,579.00
Fixed Costs												
1. Janitorial Services									17,057.99		17,057.99	
2. Security Services									10,920.00		10,920.00	
3. Utilities, e.g. MERALCO									17,000.00		17,000.00	
4. Communications Expenses	804.22	16.00	8.00		12.00	471.20		678.00	678.00		678.00	13.00
5. Property Insurance	894.22	16.00	8.00		12.00	471.20		5,400.00	5,400.00		5,400.00	
Sub-total	22,638.230	115,356.00	23,861.08	344,231.00	5,131.48	6,847.13	9,939.00	163.50	72,800.00	16.00	72,800.00	16.00
TOTAL (CO)												
3. Regional Office												
Operations												
1. Consultancy/Training	2,166.462		2,523.835		18,440.450	509.327			2,840.999		26,481.113	
2. APP	3,206.418.1		3,501,735.33		8,932,187.67	457,574.00			6,371,588.00		22,509,503.1	
3. Equipment Expenses	1,965,000		1,126,300		4,133,800	192,000			1,189,025		8,606,125	
4. Rental Expenses			41,000		15,252						56,252	
5. Printing Services	1,351,900		215,000		68,000				443,600		2,476,400	
6. Subscription Expenses	63,500										63,500	
7. Civil Works												
8. Advertising/Advocacy	467,000		150,500		603,000	1,000			100,000		1,321,500	
Sub-total	9,220,280		7,558,370		32,192,730	1,597,801			10,945,212		61,514,393	

Supplies and Materials per Annual Procurement Program

End User

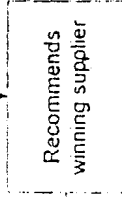
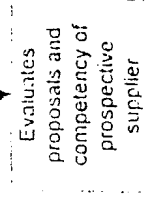
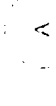
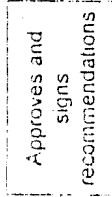
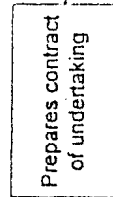
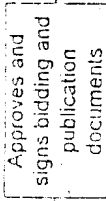
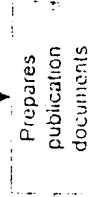
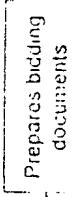
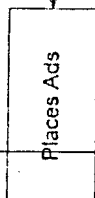
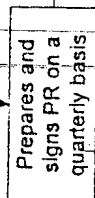
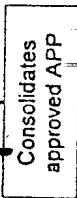
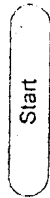
Property and Supply Division

Accounting Division

Budget Division

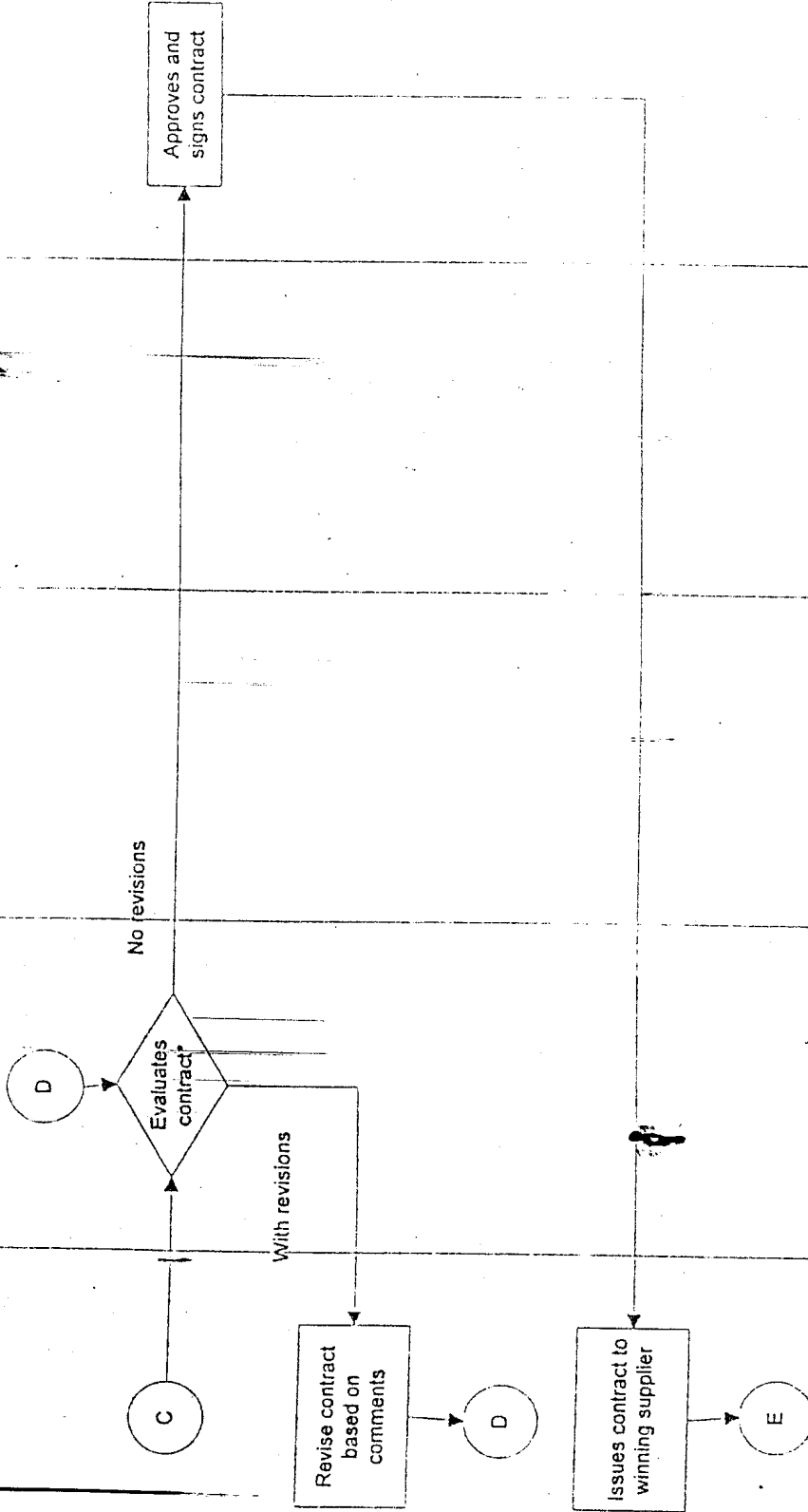
Signing Authority

PEAC



Supplies and Materials per Annual Procurement Program

End User	Office of the Chief for Services and Administration	Property and Supply Division	PEAC	Signing Authority	Accounting Division
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NOTE: Notarized contract should be submitted to the Budget and Accounting Divisions within 5 working days upon receipt for funding.

Supplies Materials per Annual Procurement Program

Property and Supply Division

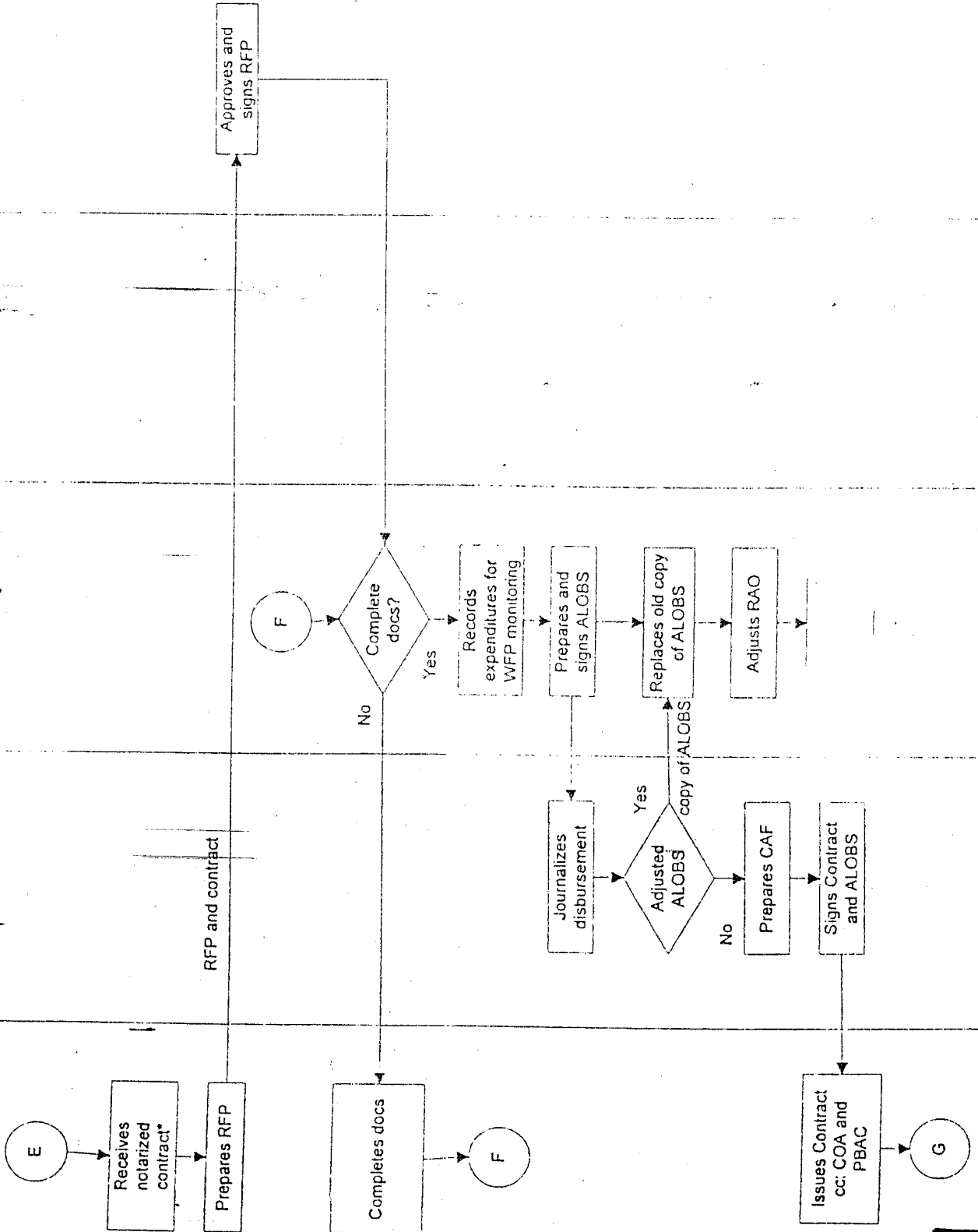
Signing Authority

PBAC

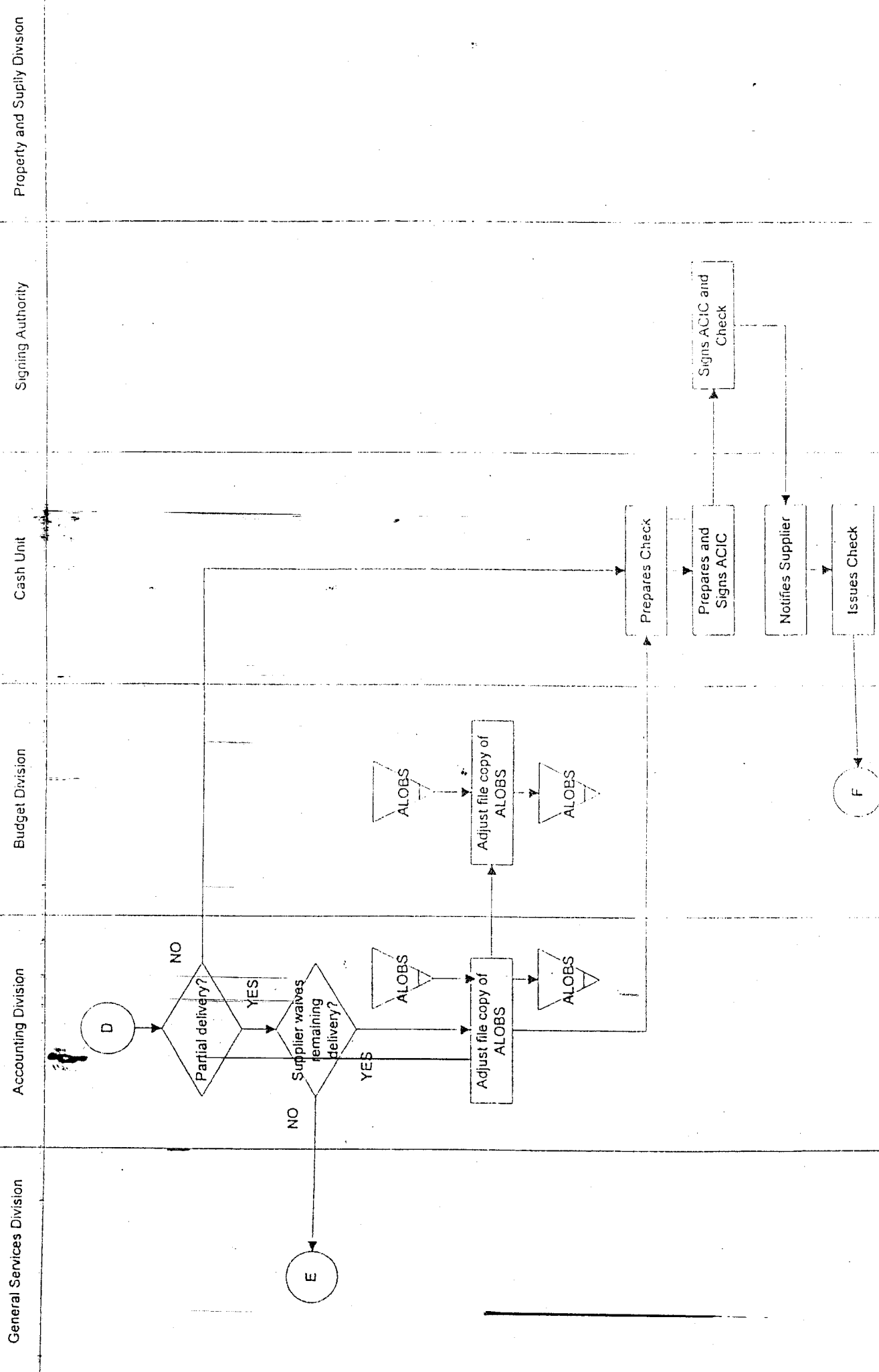
Budget Division

Accounting Division

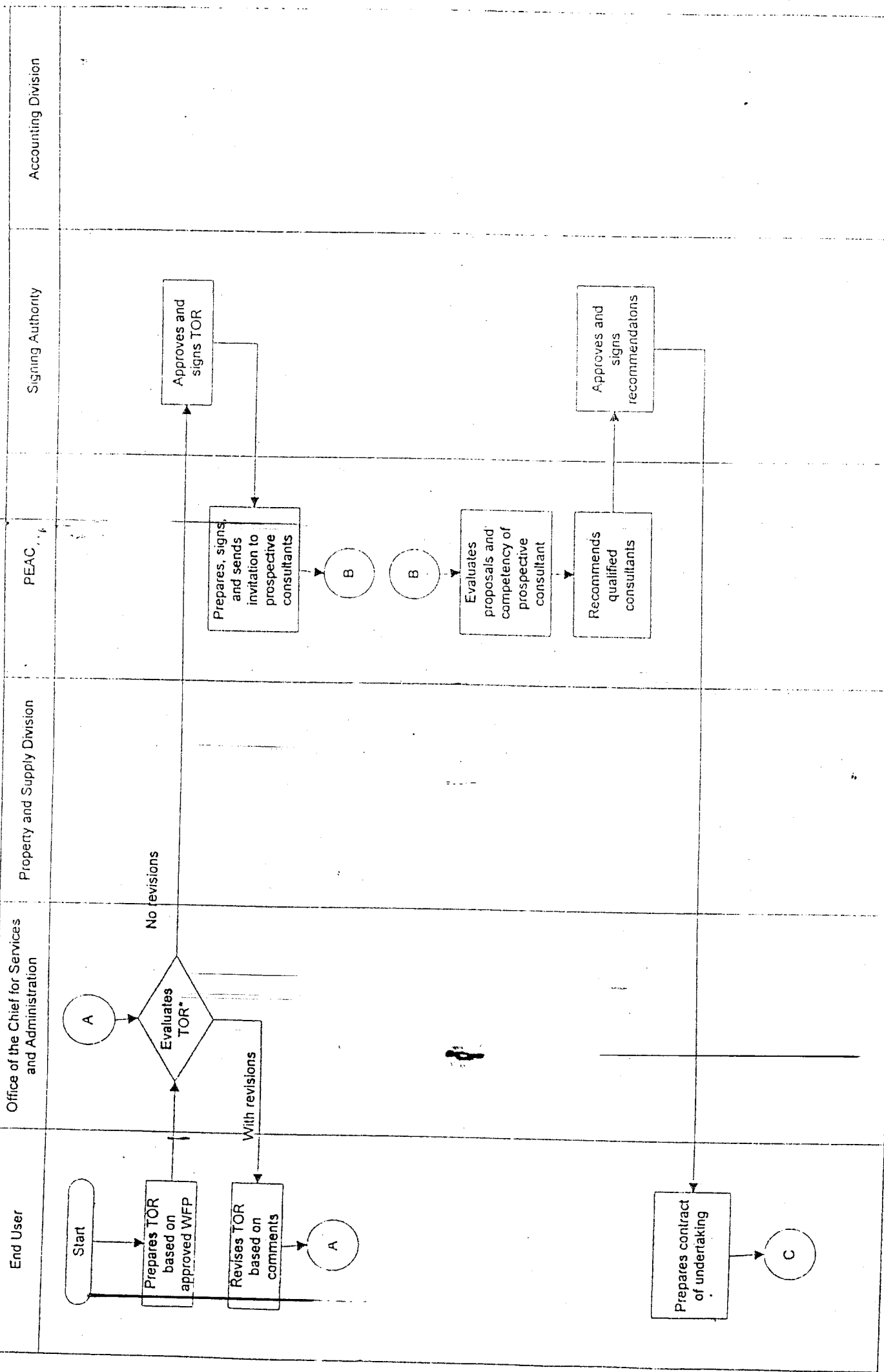
End User



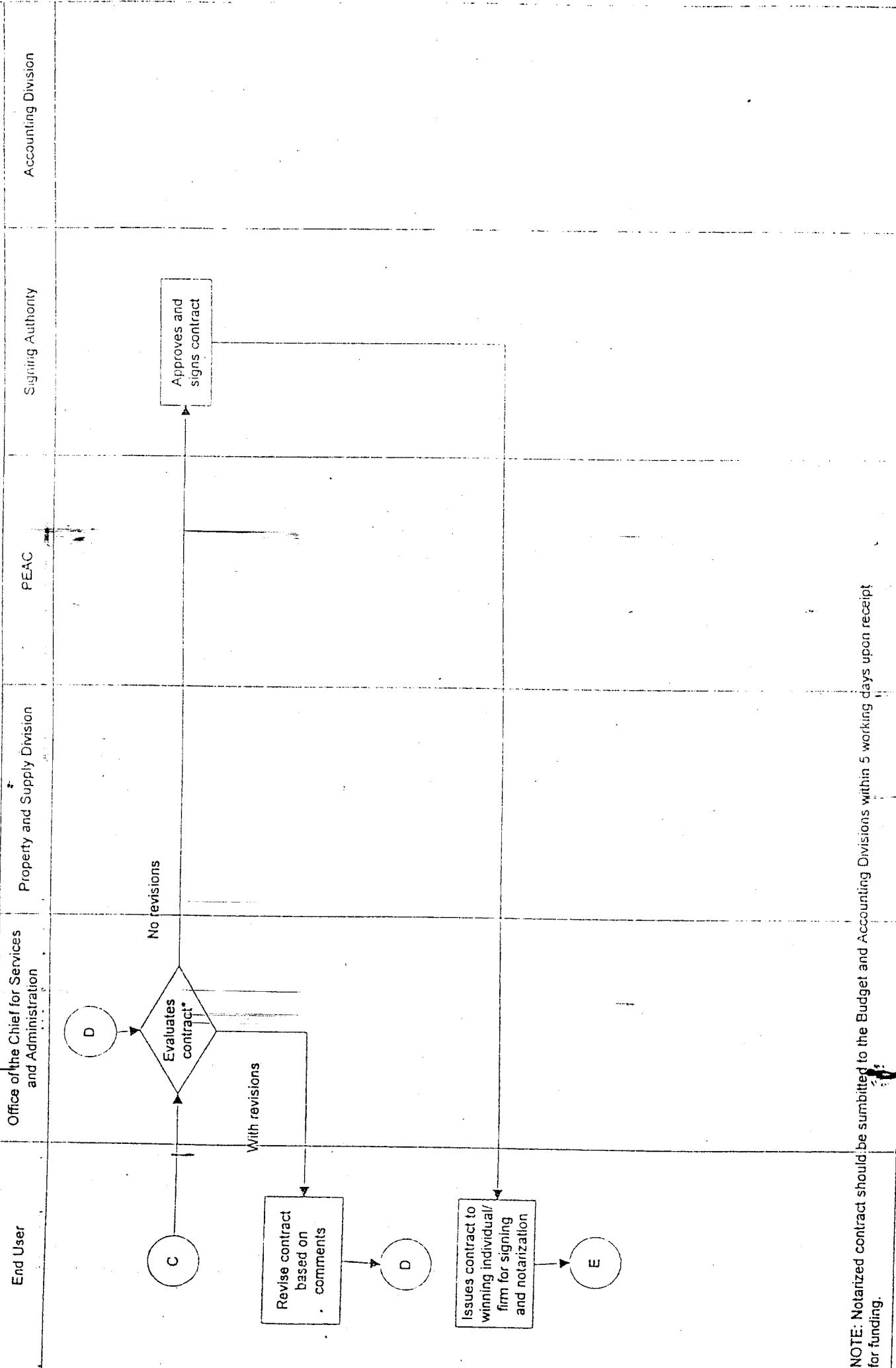
Supplies a Materials per Annual Procurement Program



Consultancy - Individuals/Firms with Contract Amount below P 500,000

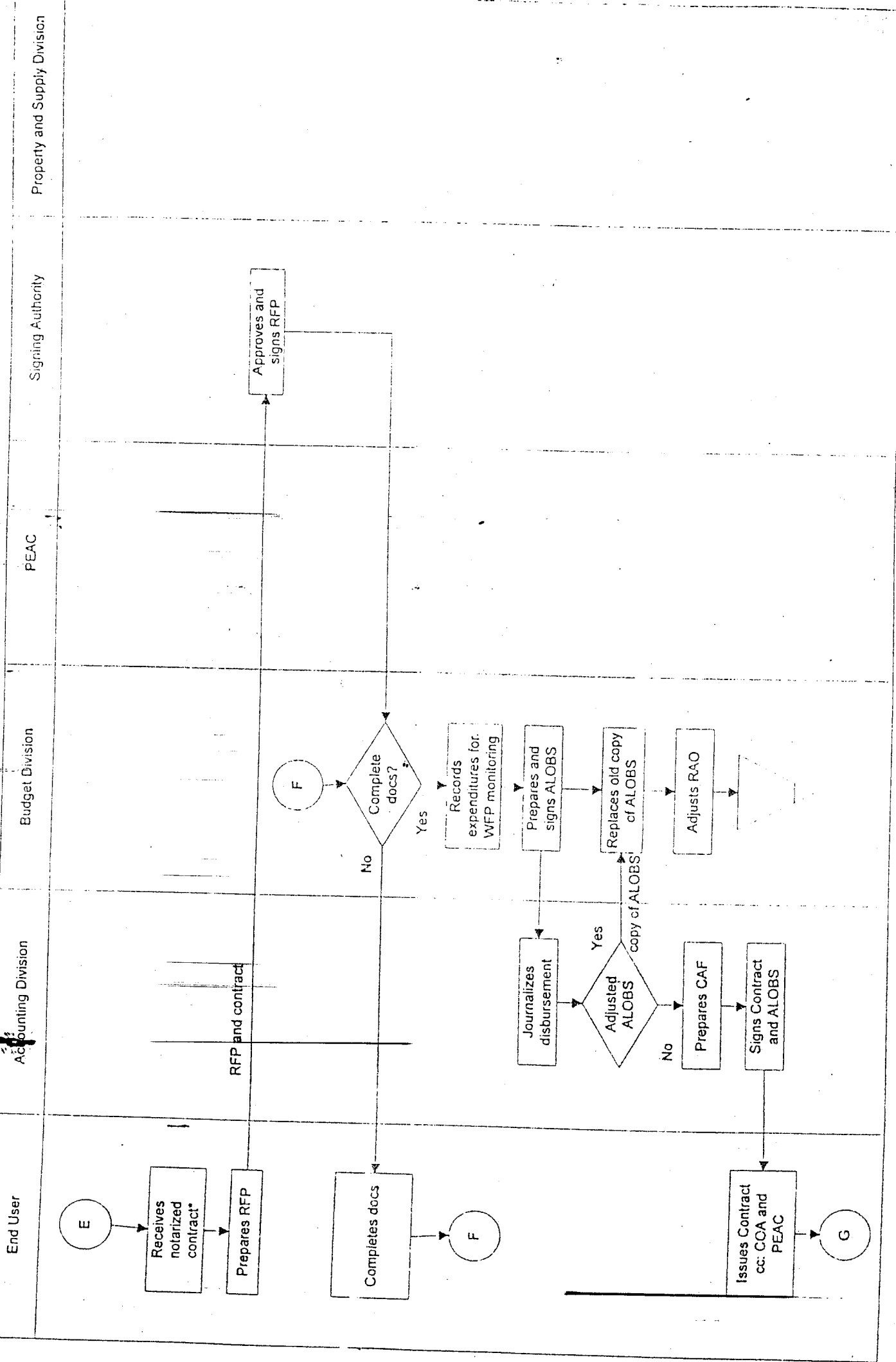


Consultancy - Individuals/Firms with Contract Amount below P 500,000



NOTE: Notarized contract should be submitted to the Budget and Accounting Divisions within 5 working days upon receipt for funding.

Consultancy - Individuals/Firms with Contract Amount below P 500,000



E

Receives notarized contract*

Prepares RFP

Completes docs

F

RFP and contract

Journalizes disbursement

Adjusted ALOBS

Yes

No

Prepares CAF

Signs Contract and ALOBS

F

Complete docs?

Yes

Records expenditures for WFP monitoring

Prepares and signs ALOBS

Replaces old copy of ALOBS

Adjusts RAO

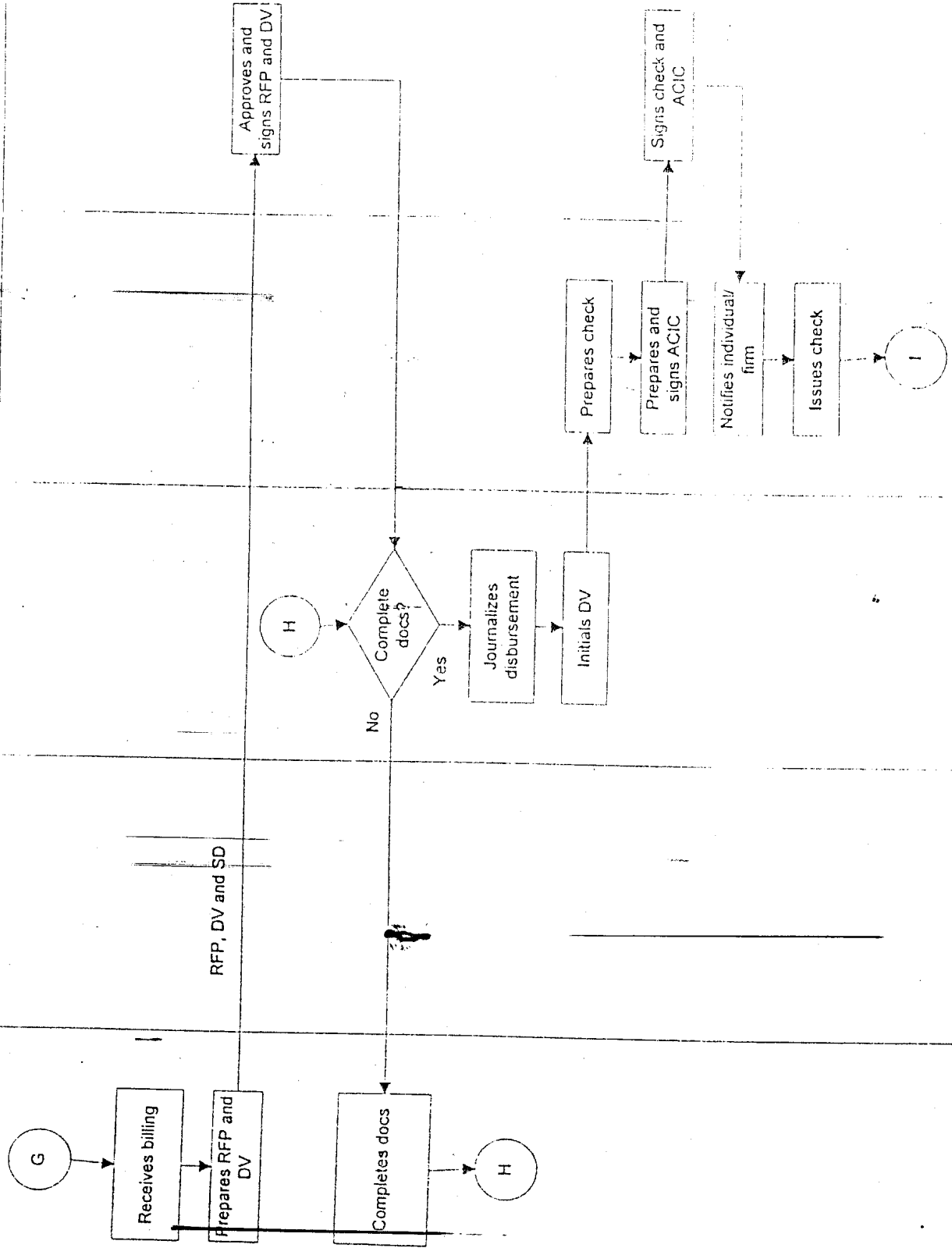
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Issues Contract cc: COA and PEAC

G

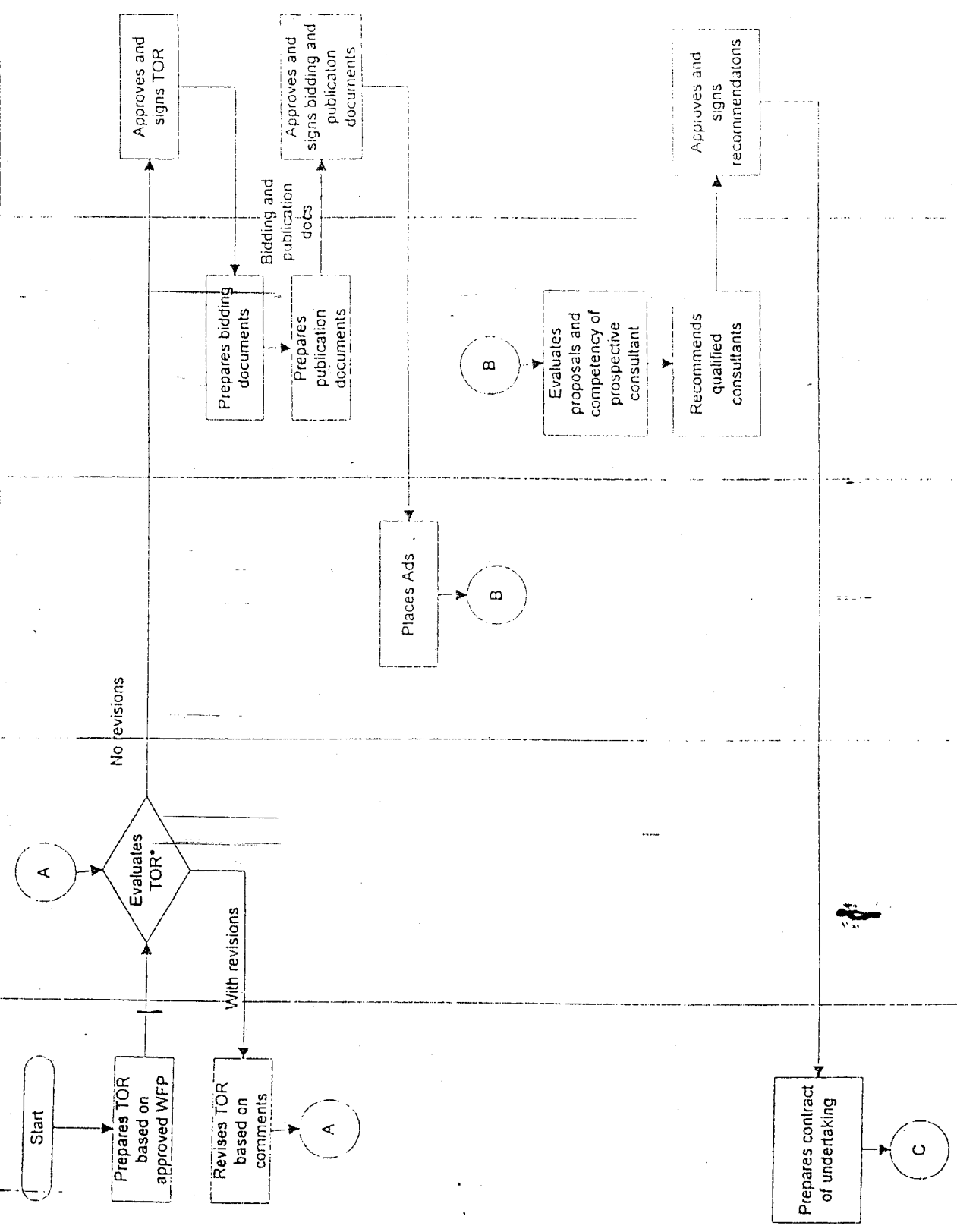
Consultancy - Individuals/Firms with Contract Amount below P 500,000

End User Budget Division Accounting Division Cash Unit Signing Authority Property and Supply Division

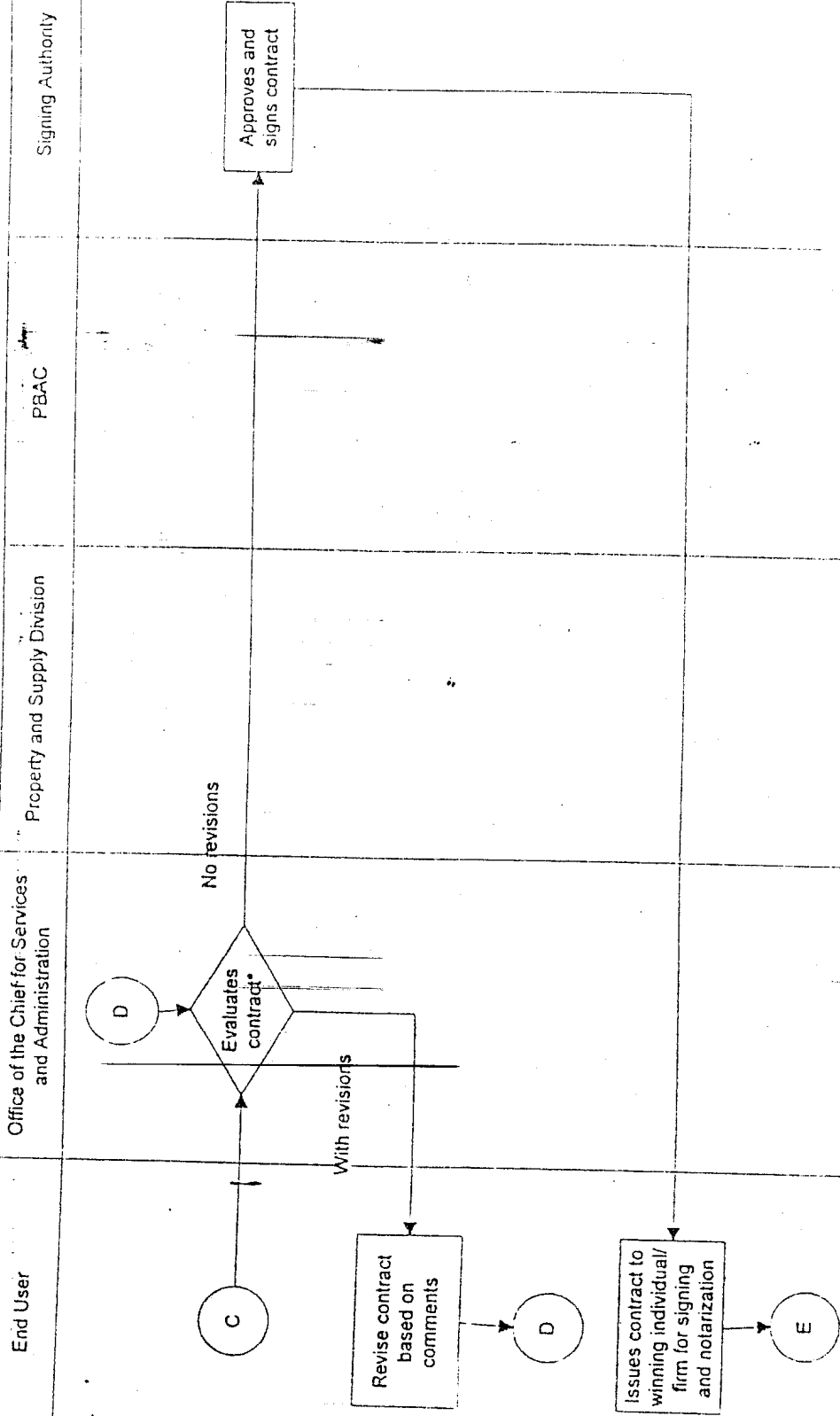


Consultancy - Individuals/Firms with Contract Amount above P 500,000

End User
Office of the Chief for Services and Administration
Property and Supply Division
PBAC
Signing Authority
Accounting Division

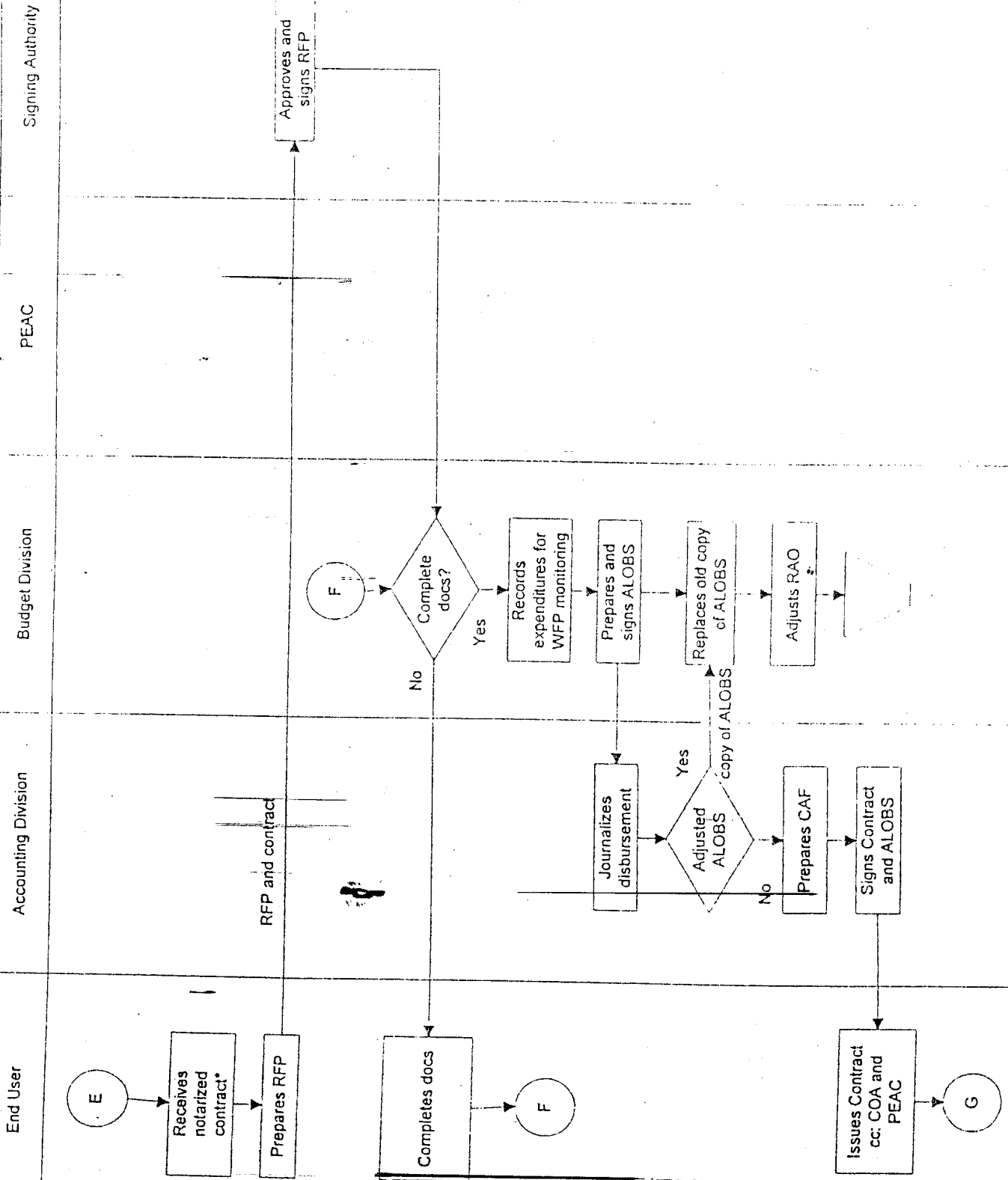


Consulancy - Individuals/Firms with Contract Amount above P 500,000



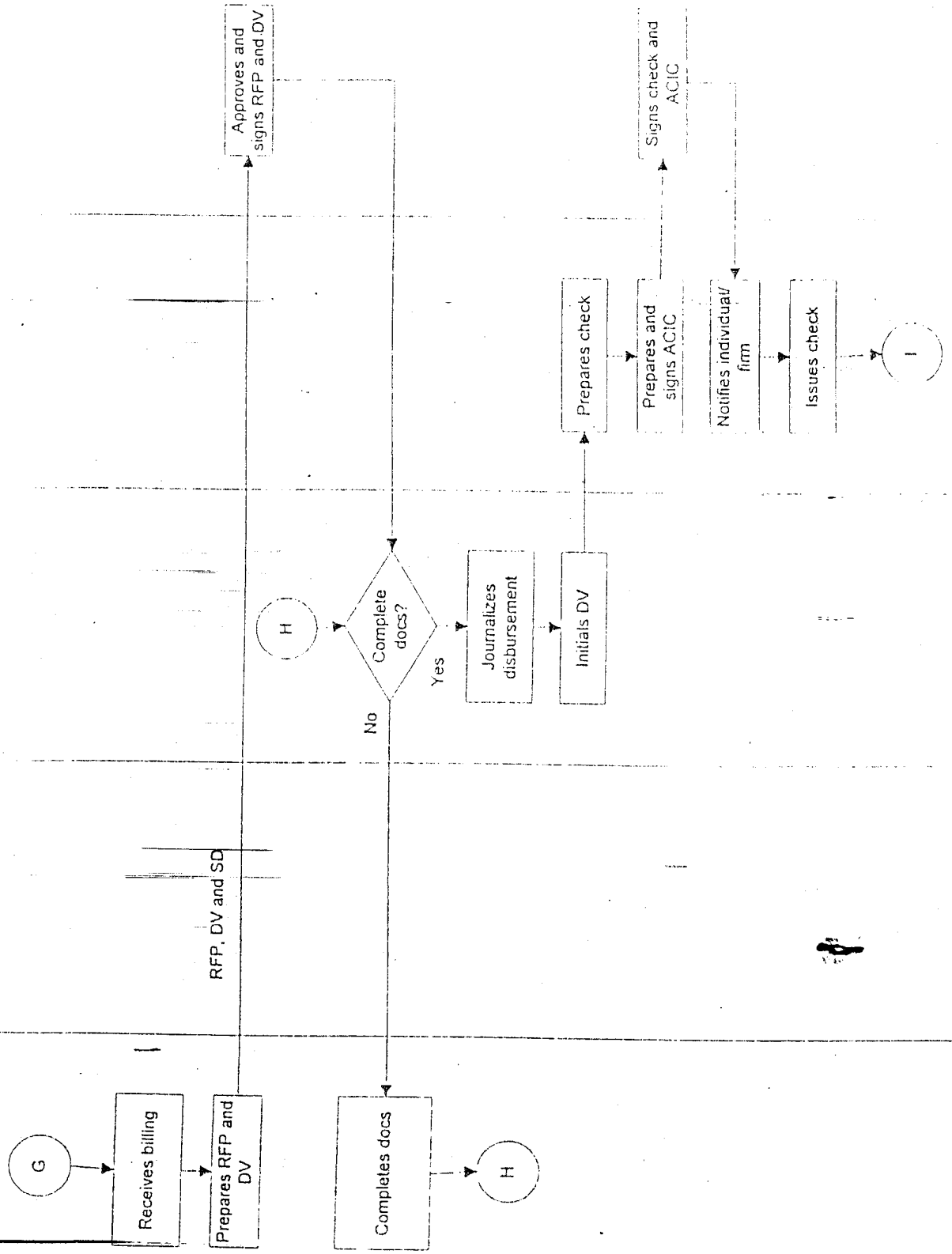
NOTE: Notarized contract should be submitted to the Budget and Accounting Divisions within 5 working days upon receipt for funding.

Consultancy - Individuals/Firms with Contract Amount above P 500,000



Consultancy - Individuals/Firms with Contract Amount above P 500,000

End User Budget Division Accounting Division Cash Unit Signing Authority Property and Supply Division



STATUS OF FUND UTILIZATION
Central Office
MOOE (FUND 101) as of EO May 2002

OFFICES	CY 2002 ALLOTMENT as per approved WFP (A)	OBLIGATION (B)	FT to ROs Downloaded by EOs (C)	TOTAL OBLIGATIONS and FT to ROs (F)	BALANCE (A-E)	% UTILIZATION (E/A)*100
ODG						
Regular	9,400,000.00	2,528,826.89		2,528,826.89	6,871,173.11	26.90
KKOSS	1,500,000.00	199,272.90		199,272.90	1,300,727.10	13.28
ODDG, PP	1,500,000.00	331,102.89		331,102.89	1,168,897.11	22.07
ODDG, TVET	1,500,000.00	273,350.63		273,350.63	1,226,649.37	18.22
IPDU	1,500,000.00	387,475.06		387,475.06	1,112,524.94	25.83
IB Secretariat	4,000,000.00	989,108.77		989,108.77	3,010,891.23	24.73
OCSA						
Regular	15,000,000.00	5,795,300.04		5,795,300.04	9,204,699.96	38.64
Fixed Costs	50,378,000.00	27,246,626.12		27,246,626.12	23,131,373.88	54.08
Lease Line	1,485,000.00	0.00		0.00	0.00	0.00
PO	5,000,000.00	1,270,259.14		1,270,259.14	3,729,740.86	25.41
SSCO						
Regular	3,000,000.00	1,919,608.51		1,919,608.51	1,080,391.49	63.99
Assessment Voucher	6,000,000.00	0.00		0.00	0.00	0.00
GMA IT Scholarship and Certification	6,500,000.00	139,250.00		139,250.00	6,360,750.00	2.14
NIYVEI	8,000,000.00	2,929,676.21		2,929,676.21	5,070,323.79	36.62
OEIVEI						
Regular	5,000,000.00	766,255.71		766,255.71	4,233,744.29	15.33
PESEA	200,000,000.00	97,904,000.00		97,904,000.00	102,096,000.00	48.95
Tendering Program	8,000,000.00	0.00		0.00	0.00	0.00
ONIVEI	5,000,000.00	2,976,030.87		2,976,030.87	2,023,969.13	59.52
OA						
Regular	5,000,000.00	309,170.57		309,170.57	4,690,829.43	6.18
Punlaan	1,500,000.00	1,500,000.00		1,500,000.00	0.00	100.00
IWC						
Regular	3,000,000.00	1,024,958.33		1,024,958.33	1,975,041.67	34.17
CLA c/o Sen. Loren Legarda	5,000,000.00	0.00		0.00	0.00	0.00
Other Budgetary Items						
Additional Funds for ROs	46,000,000.00	41,846,167.00		41,846,167.00	4,153,833.00	90.97
Unallocated Funds	4,700,000.00	3,628,735.000		3,628,735.000	1,071,265.00	77.21
TOTAL	398,863,000.00	190,715,174.64		190,715,174.64	208,147,825.36	47.81