91st TESDA BOARD MEETING 16 June 2015, Tuesday, 2:00 p.m. 7/F TESDA Board Room, Office of the Chair TESDA Complex, South Superhighway, Taguig City

> Resolution No. 2015-06 (Page 1 of 19 pages)

APPROVING THE AMENDMENTS TO THE TRAINING REGULATIONS FOR FOOD PROCESSING NC II

WHEREAS, TESDA Board Resolution No. 2005-15 was issued approving and promulgating the Training Regulations for Food Processing NCII last 04 August 2005 during the 47th TESDA Board Meeting;

WHEREAS, it is the policy of TESDA to review after three (3) years any Training Regulations (TRs) promulgated by the TESDA Board in changing industries like food processing;

WHEREAS, the group of industry experts and practitioners from both private companies and government entities, with the assistance of the Qualifications and Standards Office (QSO) of TESDA, has recommended the amendments to the existing Training Regulations for Food Processing NCII;

WHEREAS, during the 74th Standards-Setting and Systems Development (SSSD)-TESDA Board-TESDA Secretariat Consultation Meetings on 06 November 2014 at 11:00 a.m., the Committee favorably endorsed the following amendments to the above-mentioned Training Regulations for Food Processing NC II;

Existing Promulgated Training Regulations (Board Resolution No. 2005-15)	Amendments
Qualification Title	
Food Processing NCII	Food Processing NCII
Job Title	
☐ Production aide	☐ Food Processing Worker
	☐ Food Production Worker/Staff
☐ Packaging aide	☐ Packing Staff /Packer
	☐ Quality control staff
	May also be known by specific products:
	☐ Tocino maker
	☐ Tinapa maker
	☐ Dried-fish Processor
	☐ Cured-meat Processor
	☐ Fruit-candy Maker



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Existing Promulgated Training Regulations (Board Resolution No. 2005-15)	Amendments	
Section 1 - Definition of the Qualification		
The Food Processing NC II Qualification consists of competencies that a person must achieve to process foods by salting, curing and smoking; process food by fermentation and pickling; process food by sugar concentration and package finished / processed food products.	The FOOD PROCESSING NC II Qualification consists of competencies that a person must have in order to process foods by salting, curing and smoking; process food by fermentation and pickling; process food by sugar concentration; process food by thermal application. Inclusive to each of the above competencies, is the task of packing the processed food and operating simple packing equipment such as sealer. The person must also have competencies in practicing Food Safety Act 2013, cGMP, HACCP, OSHS and 7S of Good Housekeeping, including following relevant environmental rules and regulations. It also includes competencies of a person in the production line of manufacturing processed food who is responsible for routinary works such as inspection of simple defects of packing materials, seal integrity and correct product label. It also comprises the calibrating and operating of basic food processing tools and equipment such as salinometer, refractometer, food processor and weighing scale. This qualification does no include dairy products and baking/pastry	
Section 1- Units of Competency	making.	
Basic Competencies (Prescribed competencies for NC II)	Basic Competencies No Amendments	
Common Competencies	Common Competencies	
(Prescribed competencies for NC II)	(Prescribed competencies for NC II)	



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Existing Promulgated Training Regulations (Board Resolution No. 2005-15)	Amendments <u>Core Competencies</u>		
Core Competencies			
 Process Food by Salting, Curing and Smoking Process Food by Fermentation and Pickling Process Food by Sugar Concentration Package Finished / Processed Food Products 	 Process Food by Salting, Curing and Smoking Process Food by Fermentation and Pickling Process Food by Sugar Concentration Process Food by Drying and Dehydration Process Food by Thermal Application 		
Section 2 - Competency Standards Updates/Changes were made consistent with the and Core Competencies.			
Section 3 - Training Standards			
3.1 Curriculum Design			
Nominal Training Duration			
18 hrs – Basic Competencies 14 hrs – Common Competencies 160 hrs – Core Competencies	18 hrs – Basic Competencies 14 hrs – Common Competencies 520 hrs – Core Competencies		
174 hrs - Total	552 hrs - Total		
Course Structure			
The course structure has four (4) columns namely – 1) Unit of competency; 2) Learning outcome; 3) Methodology; and 4) Assessment approach.	The course structure has seven (7) columns namely – 1) Unit of competency; 2) Learning outcome; 3) Learning content; 4) Practical activities; 5) Methodology; 6) Assessment approach; and 7) Nominal duration.		
3.2 Training Delivery			
The delivery of training should adhere to the design of the curriculum. Delivery should be guided by the 10 basic principles of the competency-based TVET.	The delivery of training shall adhere to the design of the curriculum. Delivery shall be guided by the principles of competency-based TVET.		
 The training is based on curriculum developed from the competency standards; Learning is modular in its structure; 	 a. Course design is based on competency standards set by the industry or recognized industry sector; (Learning system is driven by competencies written to industry standards); 		



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APPROVING THE AMENDMENTS TO THE TRAINING REGULATIONS FOR FOOD PROCESSING NC II

Existing Promulgated Training Regulations Amendments (Board Resolution No. 2005-15) 3.2 Training Delivery Training delivery is individualized and selfb. Training delivery is learner-centered and paced; should accommodate individualized and Training is based on work that must be self-paced learning strategies; performed: c. Training can be done on an actual Training materials are directly related to workplace setting, simulation of a the competency standards and the workplace and/or through adoption of modern technology; curriculum modules: d. Assessment is based in the collection of Assessment is based in the collection of evidence of the performance of work to evidence of the performance of work to the the industry required standards: industry required standard; e. Assessment of competency takes the Training is based both on and off-the-job components; trainee's knowledge and attitude into account but requires evidence of actual Allows for recognition of prior learning performance of the competency as the (RPL) or current competencies; primary source of evidence: Training allows for multiple entry and exit; f. Training program allows for recognition of prior learning (RPL) or current Approved training programs are nationally competencies; and accredited. g. Training completion is based on The competency-based TVET system satisfactory performance of all specified recognizes various types of delivery modes, competencies. both on and off-the-job as long as the learning is driven by the competency standards The competency-based TVET system specified by the industry. The following training recognizes various types of delivery modalities may be adopted when designing modes, both on-and off-the-job as long as training programs: the learning is driven by the competency The dualized mode of training delivery is standards specified by the industry. The preferred and recommended. Thus following training modalities and their programs would contain both in-school and variations/ components may be adopted in-industry training or fieldwork singly or in combination with other components. Details can be referred to modalities when designing and delivering

training programs:

the Dual Training System (DTS)

Implementing Rules and Regulations.

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APPROVING THE AMENDMENTS TO THE TRAINING REGULATIONS FOR

FOOD PROCESSING NC II

Existing Promulgated Training Regulations

Amendments

3.2 Training Delivery

 Modular/self-paced learning is a competency-based training modality wherein the trainee is allowed to progress at his own pace. The trainer only facilitates the training delivery

(Board Resolution No. 2006-28)

- Peer teaching/mentoring is a training modality wherein fast learners are given the opportunity to assist the slow learners.
- Supervised industry training or on-the-job training is an approach in training designed to enhance the knowledge and skills of the trainee through actual experience in the workplace to acquire a specific competencies prescribed in the training regulations.
- Distance learning is a formal education process in which majority of the instruction occurs when the students and instructors are not in the same place. Distance learning may employ correspondence study, or audio, video or computer technologies.

School/Institution- Based:

- Dual Training System (DTS)/Dualized Training Program (DTP) which contain both in-school and in-industry training or fieldwork components.
- Supervised Industry Training (SIT) or onthe-job training (OJT) is an approach in training designed to enhance knowledge and skills of the trainee through actual experience in the workplace to acquire specific competencies prescribed in the training regulations. It is imperative that the deployment of trainees in the workplace is adhered to training programs agreed by the institution and enterprise and status and progress of trainees are closely monitored by the training institutions to prevent opportunity for work exploitation.
 - Project-based instruction is an authentic instructional model or strategy in which students plan, implement and evaluate projects that have real world applications.

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Existing Promulgated Training Regulations (Board Resolution No. 2005-15)	Amendments		
3.2 Training Delivery (cont'd)			
	Enterprise-Based: Enterprise-based training may also be		
	taken to mean a school or training center with one or more partner enterprise or an enterprise or group of enterprises setting up a common training facility or partnering with a school or training center.		
	 Enterprise-based Training - where training is implemented within the company in accordance with the requirements of the specific company. 		
	 Formal Apprenticeship – Training within employment involving a contract between ar apprentice and an enterprise on an approved apprenticeable occupation. 		
	• Informal Apprenticeship - is based on a training (and working) agreement between an apprentice and a master craftsperson wherein the agreement may be written or oral and the master craftsperson commits to training the apprentice in all the skills relevant to his or her trade over a significant period of time, usually between one and four years, while the apprentice commits to contributing productively to the work of the business. Training is integrated into the production process and apprentices learn by working alongside the experienced craftsperson.		



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Existing Promulgated Training Regulations (Board Resolution No. 2006-28)	Amendments	
3.2 Training Delivery (cont'd)		
	Community-Based:	
	Refers to a short program conducted of coordinated by NGOs, LGUs, training centers and other TVET providers which are intended to address the specific needs of a community Such programs are usually conducted in informal settings such as barangay hall basketball courts and other available venues in a community. Peer teaching/mentoring is a training modality wherein fast learners are given the opportunity to assist the slow learners.	
3.3 Trainee Entry Requirements		
 Can communicate both oral and written Physically and mentally fit With good moral character Can perform basic mathematical 	1. Able to communicate, both orally and in writing and; 2. Able to perform simple computations	



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Existing Promulgated Training Regulations (Board Resolution No. 2005-15)	Amendments	
3.4 List of Tools, Equipment and Mater	ials (per workstation)	

	TOOLS		
QTY.	ITEM	QTY.	
5	 Weighing scales (10 kg. capacity) 	5	•
5	 Dietetic scales (1 kg. capacity) 	5	•
15	Pairing knives		-
10	Peelers	15	
5	Measuring spoons, sets	10	
5	Measuring cups (solid)	5	
5	Measuring cups (liquid)	5	
2	Clocks/timer	5	
15	Mixing bowls, stainless	2	
	steel	15	
10	 Hard plastic chopping boards 	10	-
5	Dial thermometers		
5	Osterizer	5	
5	Jar liter	5	
1	Food processor, set	5	
5	Wire baskets	1	
15	Casseroles stainless steel	5	
10	Saucepan, stainless steel	2	
15	Spoons, wooden	15	
10	Spoon, basting	10	
4	Paddles, wooden	15	
10			
2	Steamer	4	
5	Soaking container	10	
5	Fermented containers	2	
20	Utility trays	5	
15	Colanders, stainless steel	25 pairs	•

QTY.	TOOLS
5	
5	 Weighing scales (10 kg. capacity)
	•
5	 Weighing scales (1 kg. capacity)
15	Paring knives
10	Peelers
5	 Measuring spoons, sets
5	Measuring cups (solid)
5	Measuring cups (liquid)
2	Clocks/timer
15	Mixing bowls, stainless steel
10	Hard plastic chopping boards
5	Dial thermometers
5	Blender/Homogenizer
5	Jar liter
1	Food processor , set
5	Wire baskets
2	Whetstone
15	 Casseroles stainless steel
10	Saucepan, stainless steel
15	Spoons, wooden
10	Spoon, basting
1	Paddles, wooden
10	Food tongs
2	Steamer
5	Soaking container
25 pairs	Safety shoes



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(Bo	Promulgated Training Regulations ard Resolution No. 2005-15)		Amendments
4 List	of Tools, Equipment and Mater	rials (per wo	rkstation) cont'd
	EQUIPMENT	25	Lab gowns
QTY.	ITEM	25	Hair net
1	Smoke house	25	Face mask
1	Chiller	25 pairs	Gloves
1	Refrigerator	20	Utility trays
1	Freezer	15	Colanders, stainless steel
5	Stoves	10	Chef's knives
1	Jack lift	2	Big frying vat (kawa)
1	Trolley	5	Calculator
1	Wheeler		
1	Poly/temperature sealer		EQUIPMENT
1	Cap sealer	QTY.	ITEM
1	Pressure canner	1	Smoke house
1	Pressure cooker		•
1	Cap seal	1	Chiller
1	Oven	1	Refrigerator
2	Steam-jacketed kettle	1	Freezer
5	Smoking trays	5	• Stoves
1	Meat grinder	1	Trolley
1	Stuffer/linker	1	Impulse sealer
1	Silent cutter	1	Pressure cooker
2	Brix refractometers (0-20° brix)	1	• Oven
1	Salinometer	5	 Smoking trays
2	Electronic scales (0.1 gm	1	Meat grinder
	capacity)	1	Stuffer/linker
1	Consistometer/viscosimeter	2	Brix refractometers (0-20°
1	Vacuum pack machine		brix)
1	 Laboratory scale cabinet 	1	 Salinometer
	drier or forced draft oven	2	 Electronic scales (0.1 gm
	 Headspace gauge 		sensitivity and 1kg capacity)
		1	 Vacuum pack machine



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(Bo	Promulgated Training Regulations ard Resolution No. 2005-15)		Amendments	
4 List o	of Tools, Equipment and Materials	(per wor	kstation) cont'd	
	MATERIALS	EQUIPMENT		
QTY.	ITEM	QTY.	ITEM	
	supplies	-		
5 doz	Fresh eggs	1	 Laboratory scale cabinet drier 	
10 kgs	Fresh meat		or forced draft oven	
10 pcs.	Dressed poultry	2 units	 Gas stoves with LPG tanks 	
20 kgs.	Fresh fish (medium size)			
20 kgs.		OTY	MATERIALS	
10 kgs.	Fresh fruits	QTY.	ITEM	
10	Fresh vegetables	A. Food supplies		
kgs.		5 doz	Fresh eggs	
1 set	Curing ingredients for ham	10 kgs	Fresh meat	
	(good for 10 kgs.)	10 pcs.		
1 set	Curing ingredients for tocino/longanisa (good for 10	20 kgs.	 Fresh fish (medium size) 	
		20 kgs.	 Fresh fish (small) 	
2 100	kgs.)	1 set	 Curing ingredients for ham 	
3 kg	Salt (Pangasinan)		(good for 10 kgs.)	
1 sack	Refined sugar	1 set	 Curing ingredients for tocino/ 	
3 gal	Vinegar		longanisa (good for 10 kgs.)	
2 gal	All spice pickling solution	1 sack	Refined sugar	
1 kg	Citric acid	3 gal	Vinegar	
1 kg	Sodium benzoate	2 gal	All spice pickling solution	
1 kg	Firming agent	1 kg	Citric acid	
2 gal	Pineapple juice	1 kg	Sodium benzoate	
	(unsweetened)	2 gal	Pineapple juice	
1 can	Active dry yeast		(unsweetened)	
1 gal Mother vinegar		B. Non food		
	3. Non food	2	PE plastic packaging	
2 packs	PE plastic packaging materials	packs	materials	
3 boxes	8 oz., 12 oz., round bottles w/ PVC caps			



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	Promulgated Training Regulations ard Resolution No. 2005-15)	Amendments	
4 List o	of Tools, Equipment and Materia	ls (per wor	kstation) cont'd
	MATERIALS		MATERIALS
QTY.	ITEM	QTY.	ITEM
3 boxes	Catsup bottles w/ plastic caps	3	8 oz., 12 oz., round bottles
2 packs	Cap seals	boxes	w/ PVC caps
2 gals	Disinfectant/sanitizers	2 gals	 Disinfectant/sanitizers
5		5	Bar soap/ detergent
	Bar soap/detergent	1 btl.	Glue
1 btl.	• Glue	1 pack	Tags/labels
1 pack	Tags/labels	10	
10	Corrugate cartons	10	Corrugated cartons
10 bundle s	Firewood for smoked house		



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APPROVING THE AMENDMENTS TO THE TRAINING REGULATIONS FOR FOOD PROCESSING NC II

Existing Promulgated Training Regulations (Board Resolution No. 2005-15)	Amendments	
3.6 Trainer's Qualification		
 Food Processing NC II Trainer's Qualification TQ I Must be a holder of Food Processing NC III or its equivalent Must have undergone training on Training Methodology II (TM II) Must be computer literate Must be physically and mentally fit *Must have at least 2 years job/industry experience Must be a civil service eligible (for government position or appropriate professional license issued by the Professional Regulatory Commission) * Optional: Only when required by the hiring institution. 	Food Processing NC II Trainer's Methodology TMI Must be a holder of National TVET Trainer Certificate I (TM I and Food Processing NC II) College level of relevant course or 1 year job/industry experience Good communication skills Good moral character	
3.7 Institutional Assessment		
Institutional assessment is undertaken by trainees to determine their achievement of units of competency. A certificate of achievement is issued for each unit of competency.	Institutional assessment is undertaken by trainees to determine their achievement of units of competency. A certificate of achievement is issued for each unit of competency. The result of the institutional assessment may be considered as evidence for the assessment for national certification. As a matter of policy, graduates of programs registered with TESDA under this training regulation are required to undergo mandatory national competency assessment upon completion of the program.	

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APPROVING THE AMENDMENTS TO THE TRAINING REGULATIONS FOR FOOD PROCESSING NC II

Existing Promulgated Training Regulations (Board Resolution No. 2005-15)

Amendments

Section 4. National Assessment and Certification Arrangements

- 4 To attain the National Qualification of Food Processing, NC II, the candidate must demonstrate competence through project type assessment covering all the units listed in Section 1. Successful candidates shall be awarded a National Certificate signed by the TESDA Director General.
 - 4.1 The qualification of Food Processing, NC II may be attained through:
 - 4.1.1 Accumulation of Certificates of Competency (COCs) in the following areas:
 - 4.2.1.1 Process Food by Salting, Curing and Smoking 4.2.1.2 Process Food by Fermentation and Pickling 4.2.1.3 Process Food by Sugar Concentration 4.2.1.4 Package Finished/Processed Food Products

Successful candidates shall be awarded Certificates of Competency (COCs)

Competency Assessment is the process of collecting evidence and making judgments whether competency has been achieved. The purpose of assessment is to confirm that an individual can perform to the standards expected at the workplace as expressed in relevant competency standards.

4.1. ASSESSMENT PRINCIPLES

- Competency standards are the benchmark for training, assessment and certification under the PTQCS. The competency standards are promulgated with the Training Regulations by the TESDA Board.
- The System provides that a Full National Qualification may be attained through:
 - Accumulation of achieved units of competency leading to a National Qualification
 - b. Directly undertaking assessment towards a Full National Qualification

Competencies resulting from life/work experiences or past

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- 4.2 Demonstration of competence through project-type assessment covering all required units of the qualification.
- 4.3 Accumulation and submission of all COCs acquired for the relevant units of competency comprising a qualification, an individual shall be issued the corresponding National Certificate
- 4.4 Assessment shall focus on the core units of competency. The basic and common units shall be integrated or assessed concurrently with the core units.
- 4.5 The following are qualified to apply for assessment and certification:
 - 4.5.1 Graduates of formal, non formal and informal including enterprise-based training programs.
 - 4.5.2. Experienced workers (wage employed or self-employed)

- education or training are recognized through process of RPL/RCC.
- The assessment process is based on evidence or information gathered to prove possession of competence. The process may be applied to an employable single unit of competency, or a cluster of relevant units of competency or to all units of competency in a Full National Qualification. Evidences are gathered through a range of evidence-gathering methods.
- Assessment shall be limited to the core units of competency. However, the basic and common units shall be assessed concurrently with the core units.

4.2. CERTIFICATION ARRANGEMENTS

To attain the National Qualification of Food Processing NCII, the candidate must be demonstrate competence in all the units listed below. Successful candidates shall be awarded a National Certificate signed by the TESDA Director General.

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		Code	BASIC COMPETENCIES
		500311105	Participate in workplace communication
		500311106	Work in a team environment
		500311107	Practice career professionalism Practice occupational
		500311108	health and safety procedures
AGR741201	Apply Food Safety and Sanitation	PFBXXX Apply Food Safety and Sanitation	
AGR741202	Use Standard Measuring Devices / Instruments	PFBXXX Us De	e Standard Measuring vices / Instruments
AGR741203	Use Food Processing Tools, Equipment and Utensils	PFBXXX Use Food Processing Tools, Equipment and Utensils	
AGR741204		PFBXXX Pe	ensils rform Mathematical mputation
AGR741205 Implement Good Manufacturing Practice Procedure		PFBXXX Implement Good Manufacturing Practice	
AGR741206	Implement environmental policies and procedures	AGR741206 Imp	ocedure olement environmental icies and procedures
Code	CORE COMPETENCIES	COMMON COMPETENCIES	
PFB XXX	Process Food by Salting, Curing and and Smoking	Apply Food Safety and Sanitation	
PFB XXX	Process Food by Fermentation and Pickling	Use Standard Measuring Devices / Instruments Use Food Processing Tools, Equipment and Utensils	
PFB XXX	Process Food by Sugar Concentration	Perform Mathematical Computation Implement Good Manufacturing Practice Procedure	
PFB XXX	Process Food by Drying and Dehydration		
PFB XXX	Process Food by Thermal Application		



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APPROVING THE AMENDMENTS TO THE TRAINING REGULATIONS FOR FOOD PROCESSING NC II

The Qualification of FOOD PROCESSING NCII it may also be acquired through the accumulation of Certificates of Competency (COC's) in the following units of competency.

- Process Food by Salting, Curing and Smoking
- Process Food by Sugar Concentration
- Process Food by Fermentation and Pickling
- Process Food by Drying and Dehydration
- Process Food by Thermal Application

Upon accumulation and submission of all COCs acquired, an individual shall be issued the corresponding National Certificate.

Assessment shall focus on the core units of competency. The basic and common units are assessed concurrently with the core units. Skills in practicing cGMP, HACCP, OSHS, 7S of Good Housekeeping and following environmental rules and regulations in all of the food processing activities will also be given emphasis.

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The following are qualified to apply for assessment and certification:

Graduates of formal, non-formal and informal including enterprise-based training programs.

Experienced Workers (Wage employed or self-employed)

4.3. COMPETENCY REQUISITE

4.3.1.Self-Assessment Guide. The self-assessment guide (SAG) is accomplished by the candidate prior to actual competency assessment. SAG is a pre-assessment tool to help the candidate and the assessor determine what evidence is available, where gaps exist, including readiness for assessment.

This document can:

- Identify the candidate's skills and knowledge
- Highlight gaps in candidate's skills and knowledge

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- Provide critical guidance to the assessor and candidate on the evidence that need to be presented
- Assist the candidate to identify key areas in which practice is needed or additional information or skills that should be gained prior assessment
- 4.3.2. Accredited Assessment Center.
 Only Assessment Center accredited by TESDA is authorized to conduct competency assessment.
 Assessment centers undergo a quality assured procedure for accreditation before they are authorized by TESDA to manage the assessment for National Certification.
- Assessor. Only accredited competency assessor is authorized to conduct assessment of competence. Competency assessors undergo a quality assured system of accreditation procedure before they are authorized by TESDA to assess the competencies of candidates for National Certification.



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APPROVING THE AMENDMENTS TO THE TRAINING REGULATIONS FOR FOOD PROCESSING NC II

WHEREAS, during the 91st TESDA Board Meeting on 16 June 2015 at 2:00 p.m., the TESDA Board considered the proposed amendments and approved the promulgation of the Training Regulations for Food Processing NCII;

NOW, THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that that the TESDA Board in its meeting today, 16 June 2015 at 2:00 p.m., approves the aforementioned amendments to the Training Regulations for Food Processing NCII:

BE IT RESOLVED FINALLY that copy of this Resolution and accompanying Training Regulations be published and disseminated to all concerned, and the same shall be effective fifteen (15) days upon publication. All programs registered under the abovementioned training regulations must comply with requirements of the aforementioned training regulations as amended. Graduates of TVET courses covered by the aforementioned training regulations as amended shall be required to undergo mandatory assessment under the national assessment and certification program. All programs registered on the current TR for Food Processing NCII will be required to migrate to the amended TRs within one (1) year from the date of effectivity of this resolution on the TESDA circular implementing the mandated TR.

Adopted this 16th day of June 2015.

MS. RINALYN B. DUMOL Board Secretary VI

Attested by:

SEC. EMMANUEL JOEL J. VILLANUEVA

Alternate Chair, TESDA Board

Director General, Technical Education and Skills

Development Authority (TESDA)