

Republic of the Philippines
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
East Service Road, South Superhighway, Taguig City

96th TESDA Board Meeting

03 February 2017, Friday, 2:30 p.m.
7/F TESDA Board Room, Office of the Chair
Taguig City, Metro Manila

Resolution No. 2017-10

(Page 1 of 4 pages)

**APPROVING THE ASSESSMENT FEES FOR
SUGARCANE PRODUCTION NC II**

WHEREAS, paragraph 9, Section 8 of Republic Act No. 7796 or the Technical Education and Skills Development Act of 1994 empowers the TESDA Board to "exact reasonable fees and charges for such tests and training conducted and retain such earnings for its own use, subject to guidelines promulgated by the Authority";

WHEREAS, Administrative Order No. 31, series of 2012, directs and authorizes all heads of departments, bureaus, commissions, agencies, offices and instrumentalities of the national government, including government-owned and/or – controlled corporations (GOCCs), to rationalize the rates of their fees and charges, increase their existing rates and impose new fees and charges;

WHEREAS, DOF – DBM – NEDA Joint Circular No. 1-2013 provides the Implementing Rules and Regulations of Administrative Order No. 31, series of 2012, on the Rationalization of Rates of Fees and Charges, Increase in Existing Rates, and Imposition of New Fees and Charges;

WHEREAS, Section 5 of the DOF – DBM – NEDA Joint Circular No. 1-2013, states that the determination of the rates of fees and charges shall consider the direct costs of rendering the service based on current appropriation, which shall include the cost of supplies and materials, salaries and wages of personnel directly involved in the service, and the proportionate share in the expenses of the agency or department, including the depreciation costs of equipment used;

WHEREAS, to implement the intent of the above cited Joint Circular, the TESDA Secretariat through the Qualifications and Standards Office (QSO) initiated the review of assessment fees and pursued a seven-step process, as follows:

1. Creation of TESDA's Technical Working Group (TWG) on the Review on the Training Cost, Assessment Fees, and other Cost implemented by TESDA
2. Orientation of the TESDA TWG
3. Conduct of Assessment Fee Workshops with the Technical Experts for the Determination of Fees
4. Presentation of Proposed Assessment Fees to TWG and NTRC
5. Presentation of Proposed Fees to TESDA Board Joint Finance and Systems and Standards Setting Committees
6. Conduct of Public Hearing for the Proposed Assessment Fee
7. Promulgation of the Approved Assessment Fees by TESDA Board for nationwide implementation;



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WHEREAS, in determining the amount of assessment fees, the following factors and Operational Guidelines were followed:

➤ **Factors:**

- Direct Cost
 - Salaries & wages of personnel involved in the delivery of service
 - Supplies and Materials (consumable and reusable)
 - Utilities (e.g. electricity, water, gas)
- Indirect Cost
 - Tools and equipment cost imputation
- Capital Outlay
 - Rental of buildings
- Plus 10% cost recovery

➤ **Operational Guidelines:**

- Derive an equitable fee that is affordable to the candidate
- Use less expensive supplies and materials or substitutes, if possible
- Increase reusability of tools and equipment
- Where applicable, do not charge the candidate for tools and equipment
- Use average of regional costs
- Provide information as factual, accurate, comprehensive, transparent, and systematic

WHEREAS, TESDA Board Resolution No. 2015-26 was issued approving the Training Regulations for Sugarcane Production NC II last 16 December 2015 during the 92th TESDA Board Meeting;

WHEREAS, during the 10th Joint Standards - Setting and Systems Development and Finance Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 25 July 2016, the Members of the SSSD and Finance Committee TESDA Board-TESDA Secretariat deliberated the experts' proposal on assessment fees for Sugarcane Production NC II and favorably endorsed for consideration and approval of the TESDA Board the assessment fees for Sugarcane Production NC II as mentioned hereunder:



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**APPROVING THE ASSESSMENT FEES FOR
SUGARCANE PRODUCTION NC II**

- COC 1 - Six Hundred and Seventy-Five Pesos (Php 675.00)
- COC 2 - Six Hundred and Seventy-Five Pesos (Php 675.00)
- COC 3 – Five Hundred and Sixty Pesos (Php 560.00);

WHEREAS, the technical computation of the assessment fee for Sugarcane Production NC II is hereby appended as Annex "A" and shall form an integral part of this Resolution also considered the assessment process workflow in addition to the above-mentioned factors;

WHEREAS, pursuant to Administrative Order No. 31, series of 2012, the National Tax Research Center (NTRC) has reviewed the computation of the above mentioned assessment fees for Sugarcane Production NC II;

WHEREAS, the Members of the TESDA Board present during the 6th Joint Standards - Setting and Systems Development and Finance Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 20 April 2016 agreed that the assessment fees shall be subject to review in consideration of the following:

1. Indicators in the industry or in the economy that may have a significant impact on certain cost items which were included in the computation of the assessment fees such as but not limited to:
 - cost of electricity
 - cost of rental
 - mandated minimum wages; and others if applicable
2. The assessment fees shall be reviewed after two (2) years unless prior cost items indicated in the computation of the assessment fees will have a significant impact that might necessitate an earlier review;

WHEREAS, Resolution-281, dated 14 October, 2016 was approved and adopted by the Sugar Board of Sugar Regulatory Administration, approving the request of TESDA Board to subsidize the cost of cane stalks, chargeable against the SIDA funds for a period of three (3) years;

WHEREAS, a stakeholders' consultation was held on 27 October 2016 to ensure that the proposed assessment fees for Sugarcane Production NC II were properly disseminated with the stakeholders pursuant to the Implementing Rules and



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Regulations of Administrative Order No. 31, series of 2012. The list of participants is hereby appended as Annex "B" of this Resolution to form an integral part hereof;


NOW THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the TESDA Board in its meeting today, 03 February 2017, approves the assessment fees for Sugarcane Production NC II as follows:

- COC 1 - Six Hundred and Seventy-Five Pesos (Php 675.00)
- COC 2 - Six Hundred and Seventy-Five Pesos (Php 675.00)
- COC 3 – Five Hundred and Sixty Pesos (Php 560.00);


BE IT RESOLVED, FURTHER, that this Resolution shall be published in a newspaper of general circulation and disseminated to all concerned offices;

BE IT RESOLVED, FINALLY, that the TESDA Secretariat is directed to issue the appropriate Implementing Guidelines within 30 days from the date of effectivity of this Board Resolution. All competency assessment under this Resolution must comply with the aforementioned fees and the Implementing Guidelines under penalty of suspension or revocation as appropriate, after due process.

Adopted this 3rd day of February 2017.


ANNA LIZA A. DE GUZMAN
Acting Board Secretary

Attested by:


SEC. SILVESTRE H. BELLO III
Chairperson, TESDA Board
Secretary, Department of Labor and Employment

Sugarcane Production N C II (COC 1)

Working Minutes in a Year	
Months	12.00
Days	30.42
Hours	24.00
Minutes	60.00
Total Working Minutes	525,600.00

Facility Costs	
Office	
Required Space in Meter ²	30.00
Cost per Meter ²	163.18
Agri-Land	
Required Space in Meter ²	300.00
Cost per Meter ²	2.00
Total Allocated Facility Cost	45.17

Other Parameters	
Assessment Hours	6.00
Cost of Electricity per KWH	8.77
Cost of Water per Meter ³	50.00
Gas Consumption per Min (in kG)	0.00120
Cost of Gas per kG	100.00

Personnel Costs			
Personnel	Qty	Monthly Rate	Allocated Cost
Competency Assessor	1.00		2,000.00
AC Manager	1.00	20,000.00	909.09
Processing Officer	1.00	11,737.00	533.50
AC Staff	1.00	10,670.00	485.00
Total Allocated Personnel Costs			3,927.59

B.

Type of Cost	
Personnel	3,927.59
Supplies and Materials	1,965.92
Utilities	166.11
Tools and Equipment	23.52
Facility	45.17
Total Cost	6,128.31
Per Capita Cost	612.83
Recovery Cost	61.28
Total Allocated Cost	674.11

Proposed Fee	675.00
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Sugarcane Production NC II (COC 2)

Working Minutes in a Year	
Months	12.00
Days	30.42
Hours	24.00
Minutes	60.00
Total Working Minutes	525,600.00

Facility Costs	
Office	
Required Space in Meter ²	30.00
Cost per Meter ²	163.18
Agri-Land	
Required Space in Meter ²	300.00
Cost per Meter ²	2.00
Total Allocated Facility Cost	45.17

Other Parameters	
Assessment Hours	6.00
Cost of Electricity per KWH	8.77
Cost of Water per Meter ³	50.00
Gas Consumption per Min (in kG)	0.00120
Cost of Gas per kG	100.00

Personnel Costs			
Personnel	Qty	Monthly Rate	Allocated Cost
Competency Assessor	1.00		2,000.00
AC Manager	1.00	20,000.00	909.09
Processing Officer	1.00	11,737.00	533.50
AC Staff	1.00	10,670.00	485.00
Total Allocated Personnel Costs			3,927.59

Type of Cost	
Personnel	3,927.59
Supplies and Materials	1,965.92
Utilities	166.11
Tools and Equipment	23.52
Facility	45.17
Total Cost	6,128.31
Per Capita Cost	612.83
Recovery Cost	61.28
Total Allocated Cost	674.11

Proposed Fee	675.00
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Sugarcane Production NC II (COC3)

Working Minutes in a Year	
Months	12.00
Days	30.42
Hours	24.00
Minutes	60.00
Total Working Minutes	525,600.00

Facility Costs	
Office	
Required Space in Meter ²	30.00
Cost per Meter ²	163.18
Agri-Land	
Required Space in Meter ²	300.00
Cost per Meter ²	2.00
Total Allocated Facility Cost	30.11

Other Parameters	
Assessment Hours	4.00
Cost of Electricity per KWH	8.77
Cost of Water per Meter ³	50.00
Gas Consumption per Min (in kG)	0.00120
Cost of Gas per kG	100.00


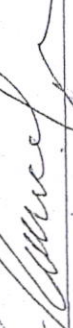
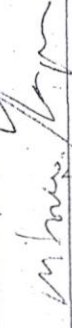

Personnel Costs			
Personnel	Qty	Monthly Rate	Allocated Cost
Competency Assessor	1.00		2,000.00
AC Manager	1.00	20,000.00	909.09
Processing Officer	1.00	11,737.00	533.50
AC Staff	1.00	10,670.00	485.00
Total Allocated Personnel Costs			3,927.59

Type of Cost	
Personnel	3,927.59
Supplies and Materials	927.50
Utilities	166.11
Tools and Equipment	22.84
Facility	30.11
Total Cost	5,074.16
Per Capita Cost	507.42
Recovery Cost	50.74
Total Allocated Cost	558.16

Proposed Fee	560.00
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ATTENDANCE SHEET

Public Hearing on the Proposed Assessment Fee for Sugarcane Production NC II
Tandang Sora Hall, TESDA Women's Center, East Service Road, Taguig City
October 27, 2016

NAMES		TELEPHONE NO.	E-MAIL ADDRESS	SIGNATURE
1. Carmen M. Solinap	Board Member Labor Sector Representative	0917 518 0325	carmen.msolinap@yphr.com	
2. Ramon R. De Leon	Board Member Labor Sector Representative		ramonrdeleon@yphr.com	
3. Isidro Antonio C. Asper	Board Member Labor Sector Representative	0917 8099031	isidroasp@yphr.com	
4. Dr. Leonida Bayani-Ortiz	Board Member Employer Sector Representative	0918 90115866	leonida@yphr.com	
5.				
6.				
7.				
8.				

Noted by:


ZOILO C. GALANG
Chief-CP\$DD, QSO

Public Hearing on the Proposed Assessment Fee for Sugarcane Production NC II
 Tandang Sora Hall, TESDA Women's Center, East Service Road, Taguig City
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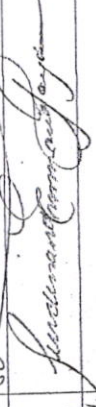





NAMES	INSTITUTION/ ORGANIZATION	TELEPHONE NO.	E-MAIL ADDRESS	SIGNATURE
1. MA. Regina Bautista- Martin	Administrator, SRA			
2. Pablito S. Sandoval	Board Member, (Planters' Representative), SRA	09177055161	bispmpc@qphco.com	
3. Nora S. Meneses	Senior Science Research Specialist, SRA	09184073526	norameneses@yahoo.com	
4. Ma. Vina A. Serrano	OIC-Chief Science Research Specialist, SRA	09988453151	serran.vina@qphco.com	
5. Jennifer Marie S. Artates	Secretary II, SRA	09081782803	jen-arts@gmail.com	
6. Numeriano Toreja	Chairman, Don Pedro MDDC. Mill	09178851584	DPMDPI	
7. Rommel Mojica	Don Pedro MDDC			
8. Jose Angelo Flores	Board of Trustees, Tarlac, MDDC			
9. Cornelio Toreja	Luzon Federation of Sugarcane Growers Assoc.	09088001871	ctoreja@gmail.com	
10. Rogelio Valencia Jr.	Chairman, Balayan MDDC	09175015782	jr.	

Noted by: *Mill Astrod*
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ZOILLO C. GALANG
 Chief-CPSDD, QSO

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NAMES	INSTITUTION/ ORGANIZATION	TELEPHONE NO.	E-MAIL ADDRESS	SIGNATURE
11. Israel C. Telis	Chairman, Lopez MDDC			
12. Edmund Causing PHD	Expert/Professor, La Salle Bacolod	0928520876	edmundcausing@yahoo.com	
13. Ferdinand Emmanuel Gayoles	Expert, Sugarcane Planter	09994406595	bdbogayoles@yahoo.com	
14. Helen Lobaton	OIC-Chief Agricultural, Extension Services (Visayas), SRA			
15. Atty. Johanna Jadoc	OIC, Manager III RD & E (Visayas), SRA			
16. ADEL CATUIRA	SRA		adel_catuiro@yahoo.com	
17. Rochelle Mendoza	TESDA	09272019463	mendoza_rochelleann@yahoo.com	
18. Jose Angelo Flores	TMODC - TANAYAC	09189088999	jayflores141@yahoo.com	
19. Astrid Audrey Sevilla		09152731000	astrid.audrey@gmail.com	
20. DIR. IMELDA B. DE ANIBAS				

Noted by:


ZOILO C. GALANG
 Chief-CPSDD, QSO

ATTENDANCE SHEET

Public Hearing on the Proposed Assessment Fee for Sugarcane Production NC II
Tandang Sora Hall, TESDA Women's Center, East Service Road, Taguig City
October 27, 2016

NAMES	INSTITUTION/ ORGANIZATION	TELEPHONE NO.	E-MAIL ADDRESS	SIGNATURE
21. BENEDECTO G. MARIAS	TESDA	0916 290 7741		<i>[Signature]</i>
22. STAFFAL. PETER	TESDA			<i>[Signature]</i>
23. D. SANDA				<i>[Signature]</i>
24. DR. INVELDA DEBANKS				<i>[Signature]</i>
25. Cherry Torralde				<i>[Signature]</i>
26. ITO KOMPONAN	QSO			<i>[Signature]</i>
27. Sally A. Santos	QSO			<i>[Signature]</i>
28. Paul M. Salazar	TESDA			<i>[Signature]</i>
29. Ricardo Teal	CSPN-QSO			<i>[Signature]</i>
30. Remedios Mappako				<i>[Signature]</i>
31. Evangelina A. Lopez	QSO			<i>[Signature]</i>
32. P. e. VERAFLOR				<i>[Signature]</i>

led by:

[Signature]
ZOILLO C. GALANG
Chief-CPSDD, QSO