

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

101th TESDA BOARD MEETING
27 February 2018, Tuesday, 1:00p.m.
7/F TESDA Board Room, Office of the Chair
TESDA Complex, South Superhighway, Taguig City

Resolution No. 2018-03
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**APPROVING THE AMENDMENTS OF THE TRAINING REGULATIONS FOR
AUTOMOTIVE SERVICING NC I**

WHEREAS, TESDA Board Resolution Nos. 2006-09 and 2008 - 28 was issued approving and promulgating of the Training Regulations for Automotive Servicing NC I, last 20 April 2006 during the 49th TESDA Board Meeting;

WHEREAS, TESDA Board Resolution No. 2013-11 was issued approving and promulgating the amended Training Regulations for Automotive Servicing NC I last 17 December 2013 during the 87th 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;

WHEREAS, the Chamber of Automotive Manufacturers of the Philippines, Inc. (CAMPI), has signed a Memorandum of Agreement (MOA) with TESDA in its desire to review and upgrade the existing TRs and Competency Assessment Tools in relation to the Automotive Servicing qualifications. As such, CAMPI needs successive training and certification programs to have a pool of trained, competent, certified and ready manpower from which the corporation may recruit to replace outgoing automotive servicing personnel;

WHEREAS, the CAMPI Expert Panels, with the assistance of the Qualifications and Standards Office (QSO) of TESDA, have recommended the amendment of the existing Training Regulations for Automotive Servicing qualifications following current industry labor demand and practices;

WHEREAS, during the 98th Standards-Setting and Systems Development (SSSD) - Consultation Meeting held on 24 January 2018, the Committee favorably endorsed the amendments of the above-mentioned Training Regulation for Automotive Servicing NC I qualification as follows:



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Existing Promulgated Training Regulations (Board Resolution No. 2013-11)	Amendments
Qualification Title	
Automotive Servicing NC I	Automotive Servicing NC I
Job Title	
<ul style="list-style-type: none"> • Automotive Mechanic Assistant • Automotive Junior Mechanic 	<ul style="list-style-type: none"> • Pre-delivery inspector / Check lister • Periodic maintenance personnel/staff • Periodic maintenance associate • Junior technician • Maintenance technician • Auto – service personnel
Section 1 - Definition of the Qualification	
<p style="text-align: center;">The AUTOMOTIVE SERVICING NC I</p> Qualification consist of competencies that a person must achieve to perform basic engine servicing, removal and installation of vehicle components for both diesel and gasoline-engine powered vehicles	<p style="text-align: center;">The AUTOMOTIVE SERVICING NC I</p> Qualification consist of competencies that a person must achieve to perform pre-delivery inspection and periodic maintenance of automotive parts and components.
Section 1- Units of Competency	
Basic Competencies	Basic Competencies
<ol style="list-style-type: none"> 1. Received and respond to workplace communication 2. Work with others 3. Demonstrate work values 4. Practice basic housekeeping procedures 	<ol style="list-style-type: none"> 1. Received and respond to workplace communication 2. Work with others 3. Demonstrate work values 4. Practice basic housekeeping procedures
<ol style="list-style-type: none"> 5. Common Competencies 6. Apply appropriate sealant/adhesive 7. Move and position vehicle 8. Perform mensuration and calculation 9. Read, interpret and apply specifications and manuals 10. Use and apply lubricants/coolants 11. Perform shop maintenance 12. Perform job estimates 	<ol style="list-style-type: none"> 5. Common Competencies 1. Validate vehicle specification 2. Move and position vehicle 3. Utilize automotive tools 4. Perform mensuration and calculation 5. Utilize workshop facilities and equipment 6. Prepare servicing parts and



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<ul style="list-style-type: none"> 13. Interpret/ draw technical drawing 14. Practice health, safety and environment procedures 15. Inspect technical quality of work 16. Maintain quality systems 17. Provide work skill instructions 18. Identify and select original automotive parts and products 	<p style="text-align: center;">consumables</p> <ul style="list-style-type: none"> 7. Prepare vehicle for servicing and releasing
<p><u>Core Competencies</u></p> <ul style="list-style-type: none"> 1. Perform diesel engine tune up 2. Perform gas engine tune up 3. Remove and replace electrical/electronic units/ assemblies 4. Remove and tag engine system components 5. Remove and tag automotive steering, suspension and brake system components 6. Remove and tag transmission system components 	<p><u>Core Competencies</u></p> <ul style="list-style-type: none"> 1. Perform pre-delivery inspection 2. Perform periodic maintenance of automotive engine 3. Perform periodic maintenance of drive train 4. Perform periodic maintenance of brake system 5. Perform periodic maintenance of suspension system 6. Perform periodic maintenance of steering system



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Section 2 - Competency Standards	
Updates/Changes were made consistent with the proposed amendments on Basic, Common and Core Competencies.	
Section 3 - Training Arrangements	
These standards are set to provide technical and vocational education and training (TVET) providers with information and other important requirements to consider when designing training programs for Automotive Servicing NC I	
3.1 Curriculum Design	
Nominal Training Duration	
28 hrs – Basic Competencies 40 hrs – Common Competencies 88 hrs – Core Competencies <hr/> 156 hrs - Total	28 hrs – Basic Competencies 162 hrs – Common Competencies 279 hrs – Core Competencies <hr/> 469 hrs - Total
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. <ul style="list-style-type: none"> • The training is based on curriculum developed from the competency standards; • Learning is modular in its structure; • Training delivery is individualized and self-paced; • Training is based on work that must be performed; • Training materials are directly related to the competency standards and the curriculum modules; 	1. The delivery of training shall adhere to the design of the curriculum. Delivery shall be guided by the principles of competency-based TVET. <ul style="list-style-type: none"> • 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) • Training delivery is learner-centered and should accommodate individualized and self-paced learning strategies; • Training can be done on an actual workplace setting, simulation of a workplace and/or through adoption of modern technology.

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<ul style="list-style-type: none"> • Assessment is based in the collection of evidence of the performance of work to the industry required standard; • Training is based both on and off-the-job components; • Allows for recognition of prior learning (RPL) or current competencies; • Training allows for multiple entry and exit, and • Approved training programs are nationally accredited. <p>The competency-based TVET system recognizes various types of delivery modes, both on and off-the-job as long as the learning is driven by the competency standards specified by the industry. The following training modalities may be adopted when designing training programs:</p> <ul style="list-style-type: none"> • The dualized mode of training delivery is preferred and recommended. Thus programs would contain both in-school and in-industry training or fieldwork components. Details can be referred to the Dual Training System (DTS) Implementing Rules and Regulations. • 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. • 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 	<ul style="list-style-type: none"> • Assessment is based in the collection of evidence of the performance of work to the industry required standards; • Assessment of competency takes the trainee's knowledge and attitude into account but requires evidence of actual performance of the competency as the primary source of evidence. • Training program allows for recognition of prior learning (RPL) or current competencies; and • Training completion is based on satisfactory performance of all specified competencies. <p>2. The competency-based TVET system recognizes various types of delivery modes, both on-and off-the-job as long as the learning is driven by the competency standards specified by the industry. The following training modalities and their variations/ components may be adopted singly or in combination with other modalities when designing and delivering training programs:</p> <p>2.1. Institution- Based:</p> <ul style="list-style-type: none"> • Dual Training System (DTS)/Dualized Training Program (DTP) which contain both in-school and in-industry training or fieldwork components. Details can be referred to the Implementing Rules and Regulations of the DTS Law and the TESDA Guidelines on the DTP; • The traditional classroom-based or in-center instruction may be enhanced through use of learner-centered methods



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<p>workplace to acquire a specific competency prescribed in the training regulations.</p> <ul style="list-style-type: none"> • 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. 	<p>as well as laboratory or field-work components.</p> <p>2.2. Enterprise-Based: Enterprise-based Training- where training is implemented within the company in accordance with the requirements of the specific company. Specific guidelines on this mode shall be issued by the TESDA Secretariat.</p> <p>2.3 Community-Based –refers to a short program conducted or 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</p>
3.3 Trainee Entry Requirements	
<p>Trainees or students should possess the following requirements:</p> <ul style="list-style-type: none"> • can communicate both oral and written; and • can perform basic mathematical computation. <p>This list does not include specific institutional requirements such as educational attainment, appropriate work experience, and others that may be required of the trainees by the school or training center delivering the TVET program.</p>	<p>Trainees or students should possess the following requirements:</p> <ul style="list-style-type: none"> • can communicate both oral and written; and • can perform basic mathematical computation. <p>This list does not include specific institutional requirements such as educational attainment, appropriate work experience, and others that may be required of the trainees by the school or training center delivering the TVET program.</p>



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<p>1.4 List of Tools, Equipment and Materials</p> <p>Recommended list of tools, equipment and materials for the training of 20 trainees for Automotive Servicing – NC I:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">TOOLS</th> </tr> <tr> <th style="text-align: center;">QTY.</th> <th style="text-align: center;">DESCRIPTION</th> </tr> </thead> <tbody> <tr><td style="text-align: center;">2 sets</td><td>Box wrench of 28 pcs, 4mm-32mm</td></tr> <tr><td style="text-align: center;">2 sets</td><td>Open end wrench of 28 pcs, 4mm-32mm</td></tr> <tr><td style="text-align: center;">2 sets</td><td>Socket wrench</td></tr> <tr><td style="text-align: center;">2 pcs</td><td>Pliers</td></tr> <tr><td style="text-align: center;">6 pcs</td><td>Screw driver, one of each kind</td></tr> <tr><td style="text-align: center;">4 sets</td><td>Wire strippers</td></tr> <tr><td style="text-align: center;">4 pcs</td><td>Mechanic's hammer</td></tr> <tr><td style="text-align: center;">25 pcs.</td><td>Apron</td></tr> <tr><td style="text-align: center;">2 pcs</td><td>Impact wrench</td></tr> <tr><td style="text-align: center;">4 units</td><td>Soldering gun/iron</td></tr> <tr><td style="text-align: center;">2 sets</td><td>Carburetor tool set, 8 pcs</td></tr> <tr><td style="text-align: center;">2 units</td><td>Oil pressure tester</td></tr> <tr><td style="text-align: center;">1 unit</td><td>Injection nozzle tester</td></tr> <tr><td style="text-align: center;">4 sets</td><td>Torque wrench</td></tr> <tr><td style="text-align: center;">4 sets</td><td>Feeler gauge</td></tr> <tr><td style="text-align: center;">4 units</td><td>Cell tester</td></tr> <tr><td style="text-align: center;">4 sets</td><td>Hydrometer</td></tr> <tr><td style="text-align: center;">2 units</td><td>Dial gauge</td></tr> <tr><td style="text-align: center;">2 sets</td><td>Bore gauge</td></tr> <tr><td style="text-align: center;">4 sets</td><td>Caliper, 25mm to 100mm</td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	TOOLS		QTY.	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 7/F TESDA Board Room, Office of the Chair
 TESDA Complex, South Superhighway, Taguig City

Resolution No. 2018-03
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**APPROVING THE AMENDMENTS OF THE TRAINING REGULATIONS FOR
 AUTOMOTIVE SERVICING NC I**

Existing Promulgated Training Regulations (Board Resolution No. 2013-11)		Amendments	
MATERIALS		MATERIALS	
QTY.	ITEM	QTY.	ITEM
20 ltrs.	Engine oil	15 ltr	Engine oil
10 kg	Grease	5 liters	Automatic Transmission oil
10 tube	Sealant /adhesive	10 L	AT Fluid
20 ltrs.	Hydraulic oils/gear oil	2 L	Manual transmission fluid (MTF)
20 ltrs.	Automatic transmission fluid	2 L	CVT Fluid
10 pcs.	Wheel wedges	5 liters	Brake fluid
10 pcs.	Test lamp	5 liters	Coolant
2 sets	Overhauling gasket (per engine model)	2	Oil pan
25 pcs.	Goggles	3	Oil filter
25 pcs.	Gloves	3	Fuel filter
		2 boxes	Torque marker
		12	Spark plug
		3	Drive belt
		1 L	Molycoat grease
		2 cans	Brake Cleaner
		15 pcs	Service Data Sheet
		5 pcs	Repair Manual
			PPES
		15 pcs	Bump cap
		5 pcs.	Safety Cap
		20 pcs	Rags
		25 pairs	Gloves
		25 pairs	Cotton arm sleeves
		25 pcs	Apron
		25 pairs	Safety shoes
		25 pcs.	Safety goggles



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**APPROVING THE AMENDMENTS OF THE TRAINING REGULATIONS FOR
 AUTOMOTIVE SERVICING NC I**

Existing Promulgated Training Regulations (Board Resolution No. 2013-11)	Amendments
3.6 Trainer's Qualification	
Automotive Servicing NC I <ul style="list-style-type: none"> • Holder of National TVET Trainers Certificate (NTTC) Level 1 in Automotive Servicing NC I • Must be computer literate • *Must have at least 2 years job/industry experience 	Automotive Servicing NC I <ul style="list-style-type: none"> • Holder of National TVET Trainers Certificate (NTTC) Level 1 in Automotive Servicing NC II; and • Must have at least 1 year industry experience in automotive servicing for the last 3 years
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.



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**APPROVING THE AMENDMENTS OF THE TRAINING REGULATIONS FOR
 AUTOMOTIVE SERVICING NC I**

Existing Promulgated Training Regulations (Board Resolution No. 2013-11)	Amendments
Section 4. National Assessment and Certification Arrangements	
<p>4.1 To attain the National Qualification of Automotive Servicing NC I, 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.</p> <p>4.2 Individual aspiring to be awarded the qualification of Automotive Servicing NC I must acquire Certificates of Competency in all the following core units of the Qualification. Candidates may apply for assessment in any accredited assessment center.</p> <p style="padding-left: 40px;">4.2.1 Perform Diesel Engine Tune Up</p> <p style="padding-left: 40px;">4.2.2 Perform Gas Engine Tune Up</p> <p style="padding-left: 40px;">4.2.3 Perform Removal and Reinstallation of Diesel Engine components</p> <p style="padding-left: 40px;">4.2.4 Perform Removal and Reinstallation of Gas Engine components</p> <p>Successful candidates shall be awarded Certificates of Competency (COC).</p> <p>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.</p> <p>4.4 Assessment shall focus on the core units</p>	<p>4.1.1 The Full National Qualification of AUTOMOTIVE SERVICING NC I shall be obtained when a candidate demonstrate competence through project-type assessment covering all units of competency listed in Section 1. Successful candidates shall be awarded a National Certificate signed by the TESDA Director General.</p> <p>4.1.2 Assessment shall cover all competencies, with basic and common integrated or assessed concurrently with the core units of competency.</p> <p>4.1.3 Any of the following are qualified to apply for assessment and certification:</p> <p style="padding-left: 20px;">4.1.3.1 Graduating students/trainees of WTR-registered programs, graduates of NTR programs or graduates of formal/non-formal/informal including enterprise-based trainings related to automotive servicing.</p> <p style="padding-left: 20px;">4.1.3.2 Experienced workers in automotive servicing.</p> <p>4.1.4 Current holders of National Certificates (NCs) in Automotive Servicing NC I shall have their certificates renewed and converted to the amended TR provided they have accumulated at least 1 year of work experience in auto servicing for the last five years.</p>



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AUTOMOTIVE SERVICING NC I**

<p>of competency. The basic and common units shall be integrated or assessed concurrently with the core units.</p> <p>4.5 The following are qualified to apply for assessment and certification:</p> <p>4.5.1 Graduates of formal, non-formal and informal including enterprise-based training programs.</p> <p>4.5.2 Experienced workers (wage employed or self-employed)</p> <p>4.6 The guidelines on assessment and certification are discussed in detail in the "Procedures Manual on Assessment and Certification" and " Guidelines on the Implementation of the Philippine TVET Qualification and Certification System (PTOQCS)".</p> <p>o</p>	<p>4.1.5 Current holders of Certificates of Competency (COCs), shall have to undergo assessment in the amended Training Regulations upon expiration of their Certificates.</p>
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WHEREAS, during the 98th Standards-Setting and Systems Development (SSSD) - Consultation Meeting held on 24 January 2018, the Committee agreed to recommend for approval and promulgation of the amendment of the Training Regulation for Automotive Servicing NC I;

WHEREAS, during the 101st TESDA FULL BOARD Meeting on 27 February 2018 at 1:00 p.m., the TESDA Board considered the amendments and approved the promulgation of the amended Training Regulation for Automotive Servicing NC I;

WHEREAS, the aforesaid Training Regulation is hereto annexed and made an integral part of this resolution;

NOW, THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the TESDA Board in its meeting today, 27 February 2018 at 1:00 pm, approves the aforementioned amendments to the Training Regulation for Automotive Servicing NC I;



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BE IT RESOLVED FINALLY that copy of this Resolution and accompanying Training Regulation be published and disseminated to all concerned, and the same shall be effective fifteen (15) days upon publication.


All programs registered under the current Automotive Servicing NC I Training Regulations must comply with requirements of the aforementioned training regulations as amended. The one-year period of re-registration under this amended Training Regulations shall commence on the date of effectivity of the Implementing Guidelines/TESDA Circular for the deployment of the Training Regulations to be issued by the TESDA Secretariat.

Graduates of TVET courses covered by the aforementioned training regulations shall be required to undergo mandatory assessment under the national assessment and certification program.

Adopted this 27th day of February 2018.


ATTY. MAMARICO L. SANSARONA, JR.
Board Secretary VI

Attested by:


USEC. DOMINADOR R. SAY
Presiding Chairperson, TESDA Board
Undersecretary, Department of Labor and Employment