

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

124th TESDA BOARD MEETING
13 October 2020, Tuesday, 2:00 p.m.
Teleconference Via Zoom Platform

Resolution No. 2020 - ~~43~~
(Page 1 of 4 pages)

**APPROVING AND PROMULGATING THE AMENDED TRAINING REGULATIONS
FOR AUTOMOTIVE BODY REPAIRING NC II**

WHEREAS, TESDA Board Resolution No. 2004-21 was issued "Approving and Promulgating the Training Regulations for Automotive Body Repairing NC II" last 09 December 2004 during the 44th 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, there is a need to review the existing Training Regulations in view of the developments in technology and current trends and practices in the industry;

WHEREAS, the **Chamber of Automotive Manufacturers of the Philippines, Inc. (CAMPI)** with the assistance of the Qualifications and Standards Office (QSO) of TESDA has reviewed the existing Training Regulations for Automotive Body Repairing NC II to respond to the current skills requirements of the industry with its new technologies and industry manpower set-up and recommended amendments;

WHEREAS, the industry experts and partners, headed by the **President of the Chamber of Automotive Manufacturers of the Philippines, Inc. (CAMPI)**, with the technical assistance of the Qualifications and Standards Office (QSO) of TESDA endorsed the proposed revisions of the foregoing Training Regulations;

WHEREAS, during the 127th Standards-Setting and Systems Development (SSSD) Committee Meeting held on 10 September 2020, the Committee deliberated upon and agreed to favorably recommend the approval and promulgation of the Training Regulations for Automotive Body Repairing NC II as attached in Annex "A" and made an integral part of this Resolution;

WHEREAS, during the 124th TESDA Board Meeting on 13 October 2020, the TESDA Board deliberated and considered the proposed Training Regulations for Automotive Body Repairing NC II;

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FOR AUTOMOTIVE BODY REPAIRING NC II**

NOW, THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED, that the aforementioned Training Regulations for Automotive Body Repairing NC II as herein appended are hereby approved and promulgated;

BE IT RESOLVED, FINALLY, that:

(1) Copies of this Resolution and the abovementioned Training Regulations be published in the Official Gazette or in a newspaper of general circulation, and disseminated to all concerned, and the same shall be effective fifteen (15) days upon publication;

(2) All programs registered under the current Automotive Body Repairing NC II must comply with the requirements of the abovementioned Training Regulations. The one-year period of re-registration under this Training Regulations shall commence on the date of effectivity as indicated in the Implementing Guidelines/ TESDA Circular for the deployment of the Training Regulations to be issued by the TESDA Secretariat; and

(3) Graduates of TVET programs covered by the aforementioned Training Regulations shall be required to undergo mandatory assessment under the national assessment and certification program.

Adopted this 13th day of October 2020.


ATTY. MARICHELLE D. DE GUZMAN
Board Secretary VI


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**APPROVING AND PROMULGATING THE AMENDED TRAINING REGULATIONS
FOR AUTOMOTIVE BODY REPAIRING NC II**

Attested by:


SEC. ISIDRO S. LAPEÑA, PhD, CSEE
Designated Chairperson, TESDA Board
Director General, TESDA

(Original Signed)
USEC. RENATO L. EBARLE
Department of Labor and Employment

(Original Signed)
USEC. DIOSDADO M. SAN ANTONIO
Department of Education

(Original Signed)
USEC. EPIMACO V. DENSING III
Department of Interior and Local
Government

(Original Signed)
USEC. BRENDA L. NAZARETH-MANZANO
Department of Science and Technology

(Original Signed)
MR. ISIDRO ANTONIO C. ASPER
Board Member, Labor Sector

(Original Signed)
MR. RENE LUIS M. TADLE
Board Member, Labor Sector

(Original Signed)
MR. RAMON R. DE LEON
Board Member, Labor Sector

(Original Signed)
MR. ROGELIO J. CHAVEZ, JR.
Board Member, Labor Sector



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**APPROVING AND PROMULGATING THE AMENDED TRAINING REGULATIONS
FOR AUTOMOTIVE BODY REPAIRING NC II**

(Original Signed)
DR. LEONIDA BAYANI-ORTIZ
Board Member, Employer Sector

(Original Signed)
PROF. RANDOLPH I. NONATO
Board Member, Employer Sector

(Original Signed)
ARTURO M. MILAN
Board Member, Business & Investment
Sector

(Original Signed)
MS. MARY G. NG
Board Member, Business & Investment
Sector

AMENDMENT ON TRAINING REGULATIONS FOR AUTOMOTIVE BODY REPAIRING NC II

Existing Promulgated Training Regulation (Board Resolution No. 2004-21)	Amendments (Board Resolution No. 2020-43)
Qualification Title	
AUTOMOTIVE BODY REPAIRING NC II	AUTOMOTIVE BODY REPAIRING NC II
SECTION 1 – Definition of the Qualification	
The AUTOMOTIVE BODY REPAIR NC II Qualification consists of competencies that a person must achieve in repairing automotive bodies and panels of light and heavy duty vehicles according to manufacturer's specification manuals using hand and power tools and welding equipment. It includes the competency in planning and preparing job activities prior to repairing body panels; dismantling automotive accessories, disassembling, cleaning and inspecting of parts to be repaired; performing basic benchwork (such as layout, cutting and filing, drilling, tapping) body panel alignment and applying of anti-corrosion.	The AUTOMOTIVE BODY REPAIRING NC II Qualification consists of competencies that a person must achieve to remove and store vehicle body components, replace and repair vehicle body panels and components and repair vehicle body panels using filler (rough finish).
Job Title	
<ul style="list-style-type: none"> • Automotive Body Repair Mechanic • Automotive Body Repairer • Automotive Panel Beater & Welder 	<ul style="list-style-type: none"> • Body Repair Personnel • Tinsmith • Body Repair Technician
SECTION 2: Competency Standards	
<u>Basic Competencies</u>	<u>Basic Competencies</u>
<ol style="list-style-type: none"> 1. Participate in workplace communication 2. Work in a team environment 3. Practice career professionalism 4. Practice occupational health and safety procedures 	<ol style="list-style-type: none"> 1. Participate in workplace communication 2. Work in team environment 3. Solve/address general workplace problems 4. Develop career and life decisions 5. Contribute to workplace innovation 6. Present relevant information 7. Practice occupational safety and health policies and procedures 8. Exercise efficient and effective sustainable practices in the workplace 9. Practice entrepreneurial skills in the workplace
<u>Common Competencies</u>	<u>Common Competencies</u>
<ol style="list-style-type: none"> 1. Apply appropriate sealant/adhesive 2. Move and position vehicle 3. Perform mensuration and calculation 4. Read, interpret and apply specifications and manuals 5. Use and apply lubricant/coolant 6. Perform shop maintenance 	<ol style="list-style-type: none"> 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 consumables 7. Prepare vehicle for servicing and releasing
<u>Core Competencies</u>	<u>Core Competencies</u>
<ol style="list-style-type: none"> 1. Prepare vehicle body for repair 	<ol style="list-style-type: none"> 1. Remove and store vehicle body components

AMENDMENT ON TRAINING REGULATIONS FOR AUTOMOTIVE BODY REPAIRING NC II

Existing Promulgated Training Regulation (Board Resolution No. 2004-21)	Amendments (Board Resolution No. 2020-43)
2. Repair body panel 3. Replace damaged parts with pre-fabricated parts	2. Replace and repair vehicle body panels and components 3. Repair vehicle body panels using filler (rough finish)
SECTION 3: Training Standards	
3.1 Curriculum Design: Nominal Training Duration: 18 Hours (Basic Competencies) 20 Hours (Common Competencies) <u>80 Hours</u> (Core Competencies) 118 Hours	Nominal Training Duration: 37 Hours (Basic Competencies) 162 Hours (Common Competencies) <u>348</u> Hours (Core Competencies) <u>547</u> <u>348</u> Supervised Industry Learning (SIL) 895 TOTAL HOURS Note: SIL with allowance
Course Description This qualification is designed to develop knowledge, desirable attitudes and skills of automotive body repairer. It deals on body repair and panels such as light and heavy-duty vehicles according to manufacturer's specifications, using hand and power tools and welding equipment. It covers core competencies such as prepare vehicle for repair, repair body panel, fabricate damaged parts and perform housekeeping which leads to maintain an organized and clean work area. This qualification is also designed to develop the basic and common knowledge, desirable attitudes and skills of automotive body repairer.	This course is designed to enhance the knowledge, skills and attitudes of an individual in the field of automotive servicing in accordance with industry standards. It covers competencies such as removal and storing vehicle body components, replacement and repairing vehicle body panels and components, and repair of vehicle body panels using filler (rough finish). Upon completion of the course, the learners are expected to demonstrate the above-mentioned competencies to be employed. To obtain this, all units prescribed for this qualification must be achieve.
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 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 learner-centered and should accommodate • individualized and self-paced learning strategies; 	1. The delivery of training shall adhere to the design of the curriculum. Delivery shall be guided by the principles of competency-based TVET. <ol style="list-style-type: none"> 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) Training delivery is learner-centered and should accommodate individualized and self-paced learning strategies; b. Training can be done on an actual workplace setting, simulation of a workplace and/or through adoption of modern technology. c. Assessment is based in the collection of evidence

AMENDMENT ON TRAINING REGULATIONS FOR AUTOMOTIVE BODY REPAIRING NC II

Existing Promulgated Training Regulation (Board Resolution No. 2004-21)	Amendments (Board Resolution No. 2020-43)
<ul style="list-style-type: none"> • Training is based on work that must be performed; • Training materials are directly related to the competency standards • and the curriculum modules; • 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 • Training program allows for recognition of prior learning (RPL) or • current competencies; • Training allows for multiple entry and exit; and • Training programs are registered with UTPRAS. <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 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 	<p>of the performance of work to the industry required standards;</p> <ul style="list-style-type: none"> d. 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. e. Training program allows for recognition of prior learning (RPL) or current competencies; f. 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 School/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; • Distance learning is a formal education process in which majority of the instruction occurs when the students and instructor are not in the same place. Distance learning may employ correspondence study, audio, video, computer technologies or other modern technology that can be used to facilitate learning and formal and non-formal training. Specific guidelines on this mode shall be issued by the TESDA Secretariat. • Supervised Industry Training (SIT) or on-the-job training (OJT) is an approach in training designed to enhance the knowledge and skills of the trainee through actual experience in the workplace to acquire specific competencies as 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.

AMENDMENT ON TRAINING REGULATIONS FOR AUTOMOTIVE BODY REPAIRING NC II

Existing Promulgated Training Regulation (Board Resolution No. 2004-21)	Amendments (Board Resolution No. 2020-43)
<p>enhance the knowledge and skills of the trainee through actual experience in the workplace to acquire specific competencies 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 instructor are not in the same place. Distance learning may employ correspondence study, or audio, video or computer technologies. Project-Based Instruction is an authentic instructional model or strategy in which students plan, implement and evaluate projects that have real world applications. 	<ul style="list-style-type: none"> The classroom-based or in-center instruction uses of learner-centered methods as well as laboratory or field-work components. <p>2.2 Enterprise-Based:</p> <ul style="list-style-type: none"> Formal Apprenticeship – Training within employment involving a contract between an 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 craftsman wherein the agreement may be written or oral and the master craftsman 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 craftsman. 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>2.3 Community-Based – short term program conducted by non-government organizations (NGOs), LGUs, training centers and other TVET providers which are intended to address the specific needs of a community. Such programs can be conducted in informal settings such as barangay hall, basketball courts, etc. These programs can also be mobile training program (MTP).</p>
<p>3.3 Trainee Entry Requirements</p> <p>This section specifies the qualifications of trainees and educational experience. Other requirements like health and physical requirements are also stated. Passing entry written examinations may also be indicated if necessary.</p> <ul style="list-style-type: none"> With good moral character; Ability to communicate both oral and written; and 	<p>Trainees or students who would like to enroll in this program must possess the following requirements:</p> <ul style="list-style-type: none"> A holder of National Certificate in Automotive Servicing NC I; Basic communication skills; Basic mathematical skills; <p>This list does not include specific institutional</p>

AMENDMENT ON TRAINING REGULATIONS FOR AUTOMOTIVE BODY REPAIRING NC II

Existing Promulgated Training Regulation (Board Resolution No. 2004-21)

- Physically and mentally healthy fit

Amendments (Board Resolution No. 2020-43)

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.

Note: National Certification in Automotive Servicing NC I can be obtained through direct assessment applying principle of Recognition of Prior Learning (RPL).

3.4 List of Tools, Equipment and Materials

Recommended list of tools, equipment and materials for the training of 25 trainees for Automotive Body Repairing – NC II

TOOLS		EQUIPMENT		MATERIALS	
QTY		QTY		QTY	
4 sets	Wrench, open-end	2 sets	Welding machine, arc	1 kg.	Welding electrodes
4 sets	Wrench, box	2 sets	Welding, oxyacetylene	4 pcs.	Wire brush
4 sets	Wrench, combination	2 sets	Cutter, pneumatic	2 pcs.	G.I. sheets
2 boxes	Wrench, socket	2 sets	Grinder, disc	1 kg.	G.I. wire
4 pcs.	Screwdriver (flat)	1 ea.	Sheet metal bending machine	1 kg.	Filler rod, bronze
4 pcs.	Screwdriver (Phillips)	2 sets	Sander, electric	30 pcs.	Rivets, 1/8 3/16
4 pcs.	Scraper	2 sets	Bench grinder	2 pcs.	B.I. sheets
4 sets	Dollies	2 sets	Nibbler, portable	2 gallons	Paint remover
2 pcs.	Rule, steel	1 ea.	Bench shear	2 gallons	Metal conditioner
4 sets	Vise gnp pliers	1 ea.	Body and fender dent puller	10 pcs.	Chalk stone
4 sets	Tin snip, straight	2 sets	Body and fender tool	30 pcs.	Sandpaper, assorted
2 sets	Drill, electric, portable			200 g.	Bronze welding flux
2 sets	Riveter, pop			1 gallon	Primer paint
2 sets	Dent remover			5 pcs.	Paint brush
2 sets	Pry bar				
8 sets	Hammer, cross peen				
8 sets	Hammer, ball peen				
4 sets	Hammer, rubber				
4 sets	Hammer, plastic				
4 sets	Hand hacksaw				
8 sets	Chisel, cold				
4 sets	Scriber				
2 sets	Combination square				
8 sets	C-clamp				
6 sets	Full-push rule				
2 sets	Wing divider				
8 sets	Hand files, flat				
4 sets	Bench vise				
6 pcs.	Welding mask				
12 pcs.	Welding goggles				

Recommended list of tools, equipment and materials for the training of 25 trainees for AUTOMOTIVE BODY REPAIRING NC II.

Up-to-date tools, materials, and equipment of equivalent functions can be used as alternatives. This also applies in consideration of community practices and their availability in the local market.

Full Qualification:

TOOLS	
QTY	DESCRIPTION
2 sets	Standard body technician hand tools
5 pcs	Clip removers, small
5 pcs	Clip removers, big
2 pcs	Air Impact Wrench, ½ dr.
1 pc	Horizontal hammer
1 pc	Cross chisel hammer
1 pc	Vertical chisel hammer
5 pcs	Pick hammer
5 pcs	Smoothing Hammer
5 pcs	Rubber mallet
5 pcs	Wooden hammer
5 pcs	Dolly (85x70mm)
5 pcs	Dolly (105x65mm)
5 pcs	Dolly (135x65mm)
5 pcs	File dolly
1 pc	Body spoon
1 set	Hand puller
1 pc	Body line chisel
5 pcs	Mixing stick, plastic
10 pcs	Putty spatula, plastic
5 pcs	Sanding block, 4"
5 pcs	Sanding block, 5"
5 pcs	Sanding block, 7"
5 pcs	Ruler, stainless steel, 12"
1 pc	Sealant gun

EQUIPMENT	
QTY	DESCRIPTION
1 unit	Washer welder, single phase
2 units	Crocodile jack, 1 ton
1 unit	Parts Rack, 4x3x2ft
1 pc	Trolley, 3 layers
4 pcs	Car Stand, adjustable, 1 ton

AMENDMENT ON TRAINING REGULATIONS FOR AUTOMOTIVE BODY REPAIRING NC II

Existing Promulgated Training Regulation (Board Resolution No. 2004-21)	Amendments (Board Resolution No. 2020-43)																																																																																								
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AMENDMENT ON TRAINING REGULATIONS FOR AUTOMOTIVE BODY REPAIRING NC II

Existing Promulgated Training Regulation (Board Resolution No. 2004-21)	Amendments (Board Resolution No. 2020-43)																																
	<table><tr><td></td><td><ul style="list-style-type: none">- Safety shoes- Gas Mask Respirator- Gas Mask Pre-filter</td></tr><tr><td>1 gallon</td><td>70% Alcohol*</td></tr></table> <p>Note: Access to and use of equipment/facilities can be provided through cooperative arrangements or MOA with other partner/companies.*These materials will be required during the pandemic as mandated by the existing guidelines issued by the government in line with protection against virus and other infectious diseases for trainees and trainers.</p>		<ul style="list-style-type: none">- Safety shoes- Gas Mask Respirator- Gas Mask Pre-filter	1 gallon	70% Alcohol*																												
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<h3>3.5 Training Facilities</h3> <p>Based on a class size of 25 students/trainees.</p> <table><tr><th>SPACE REQUIREMENT</th><th>SIZE IN METERS</th><th>AREA IN SQ. METERS</th><th>TOTAL AREA IN SQ. METERS</th></tr><tr><td>- Building (permanent)</td><td>27.50 x 28.00</td><td>-</td><td>770.00</td></tr><tr><td>• Trainee working space</td><td>2.5 x 5.5</td><td>13.75 / trainee</td><td>343.75</td></tr><tr><td>• Lecture Room</td><td>9.00 x 10.00</td><td>90.00</td><td>90.00</td></tr><tr><td>• Learning Resource Center</td><td>5.00 x 8.00</td><td>40.00</td><td>40.00</td></tr><tr><td>• Facilities/ Equipment/ Circulation Area</td><td>-</td><td>-</td><td>296.25</td></tr></table>		SPACE REQUIREMENT	SIZE IN METERS	AREA IN SQ. METERS	TOTAL AREA IN SQ. METERS	- Building (permanent)	27.50 x 28.00	-	770.00	• Trainee working space	2.5 x 5.5	13.75 / trainee	343.75	• Lecture Room	9.00 x 10.00	90.00	90.00	• Learning Resource Center	5.00 x 8.00	40.00	40.00	• Facilities/ Equipment/ Circulation Area	-	-	296.25								
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<h3>AUTOMOTIVE BODY REPAIRING NC II</h3> <p>The automotive workshop must be made of reinforced concrete or steel structure. The size must be suited on the requirements of the competencies. The class size of 25 students/trainees is reserved for the lecture room and the practical demonstration area for carrying out servicing of minor automotive parts. Most of the learning activities such as on-vehicle servicing is performed in the workshop.</p> <table><tr><th>SPACE REQUIREMENT</th><th>SIZE IN METERS</th><th>AREA IN SQ. METERS</th><th>GRAND TOTAL AREA IN SQ. METERS</th></tr><tr><td>A. Building (permanent)</td><td></td><td></td><td>164.00</td></tr><tr><td>Lecture Room</td><td>5x6</td><td>30</td><td>30.00</td></tr><tr><td>Laboratory/Work shop Area</td><td>4 x 7</td><td>28.00 x 3</td><td>84.00</td></tr><tr><td>Tool room & S/M storage area</td><td></td><td>20</td><td>20.00</td></tr><tr><td>Learning resource area</td><td>5x4</td><td>20</td><td>20.00</td></tr><tr><td>Wash area/comfort room (male & female)</td><td></td><td>10</td><td>10.00</td></tr><tr><td>TOTAL</td><td></td><td></td><td>164.00</td></tr></table> <p>NOTE: Access to and use of equipment /facilities can be provided through cooperative arrangements or MOA with other partner-companies/institutions.</p>		SPACE REQUIREMENT	SIZE IN METERS	AREA IN SQ. METERS	GRAND TOTAL AREA IN SQ. METERS	A. Building (permanent)			164.00	Lecture Room	5x6	30	30.00	Laboratory/Work shop Area	4 x 7	28.00 x 3	84.00	Tool room & S/M storage area		20	20.00	Learning resource area	5x4	20	20.00	Wash area/comfort room (male & female)		10	10.00	TOTAL			164.00
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<h3>3.6 Trainer's Qualification</h3> <h4>AUTOMOTIVE BODY REPAIRING – NC II TRAINER QUALIFICATION (TQ II)</h4> <ul style="list-style-type: none">• Must be a holder of Automotive Body Repairing NC III• 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																																	
<h4>AUTOMOTIVE BODY REPAIRING NC II</h4> <h5>NEW TRAINERS</h5> <ul style="list-style-type: none">• Holder of National TVET Trainers Certificate (NTTC) Level 1 in Automotive Body Repairing NC II; and• Must have at least 2-years industry experience in Automotive Body Repair for the last 4 years <h5>EXISTING TRAINERS</h5> <ul style="list-style-type: none">• Holder of National TVET Trainers Certificate (NTTC) Level 1 in Automotive Body																																	

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<ul style="list-style-type: none"> Must be a civil service eligible (for government position or appropriate professional license issued by the Professional Regulatory Commission) <p>* Optional. Only when required by the hiring institution.</p>	<p>Repairing NC II; and</p> <ul style="list-style-type: none"> Must have at least 48 hours of industry immersion in automotive painting within the last 2 years (industry training which includes structured training program inclusive of hands-on activities and observation in a workshop, and training certificates with number of hours)
<p>3.7 Institutional Assessment</p> <p>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.</p>	<p>Institutional Assessment is gathering of evidences to determine the achievements of the requirements of the qualification to enable the trainer make judgement whether the trainee is competent or not competent.</p>
<p>SECTION 4. National Assessment and Certification Arrangements</p>	
<p>4.1. To attain the National Qualification of Automotive Servicing NC II, the candidate must demonstrate competence in 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. Individuals aspiring to be awarded the qualification of Automotive Body Repairing NC II must acquire Certificate of Competency in all the following individual core units of the Qualification. Candidates may apply for assessment in any accredited assessment center.</p> <p style="margin-left: 40px;">4.2.1 Prepare Vehicle Body panel 4.2.2 Repair Body Panel 4.2.3 Replace Damaged Parts with Pre-Fabricated Parts</p> <p>Successful candidates shall be awarded Certificates of Competency (COCs)</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>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.</p> <p>The assessment process is based on evidence or information gathered to prove achievement of competencies. The process may be applied to a full qualification or employable unit(s) of competency in partial fulfillment of the requirements of the national qualification.</p> <p>4.1 NATIONAL ASSESSMENT AND CERTIFICATION ARRANGEMENTS</p> <p>4.1.1 To attain the National Qualification of AUTOMOTIVE BODY REPAIRING NC II the candidate must demonstrate competence in 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 The following are qualified to apply for assessment and certification, as long as they are holders of National Certificate in the amended Automotive Servicing NC I:</p> <p style="margin-left: 40px;">4.1.3.1 Graduates of WTR-registered programs on Automotive Body Repairing NC II, or graduates of NTR programs or enterprise-based training programs related to automotive body repairing; or</p> <p style="margin-left: 40px;">4.1.3.2 Candidates who gained competencies in implementing automotive body repair or any</p>

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<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 (PTQCS).</p>	<p>related field through informal training or previous work experiences for at least two (2) years within the last five (5) years. A Certificate of Employment and Job Description must be provided as proof.</p> <p>4.1.4 Current holders of National Certificate (NC) in Automotive Body Repairing NC II shall have their certificates renewed and converted to the amended TR provided he/she has accumulated at least two (2) years within the last five (5) years work experience, practicing the competencies prescribed in his/her certificate. A Certificate of Employment and Job Description must be provided as proof. He/she must be a holder of National Certificate in the amended Automotive Servicing NC I.</p> <p>Current holders of National Certificate (NC) in AUTOMOTIVE BODY REPAIRING NC II with no work experience of at least two (2) years within the last five (5) years shall have to undergo reassessment in the amended Training Regulations upon expiration of their Certificate. He/she must be a holder of National Certificate in the amended Automotive Servicing NC I.</p> <p>4.1.5 Current holders of Certificate of Competency (COC) in AUTOMOTIVE BODY REPAIRING NC II, shall undergo reassessment in the amended Training Regulations upon expiration of their Certificate/s. He/she must be a holder of National Certificate in the amended Automotive Servicing NC I.</p> <p>4.1.6 Recognition of Prior Learning (RPL). Candidates who have gained competencies through informal training, previous work or life experiences may apply for recognition in a particular qualification through competency.</p> <p>4.1.7 The industry shall determine assessment and certification requirements for each qualification with promulgated Training Regulations. It includes the following:</p> <ul style="list-style-type: none"> a. entry requirements for candidates b. evidence gathering methods c. qualification requirements of competency assessors d. specific assessment and certification arrangements as by industry.

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	<p>4.2. COMPETENCY ASSESSMENT REQUISITE</p> <p>4.2.1 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.</p> <p>This document can:</p> <ol style="list-style-type: none"> Identify the candidate's skills and knowledge Highlight gaps in candidate's skills and knowledge 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 to assessment <p>4.2.2 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.</p> <p>4.2.3 Accredited Competency 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.</p>