

Republic of the Philippines
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
East Service Road, South Luzon Expressway (SLEX)
Fort Bonifacio, Taguig City

109th TESDA Board Meeting
27 March 2019, Wednesday, 11:00 a.m.
7/F TESDA Board Room, Office of the Chair
Taguig City, Metro Manila

Resolution No. 2019-154
(Page 1 of 5 pages)

**APPROVING THE ASSESSMENT FEE FOR TOUR PACKAGING
(FIT AD HOC DOMESTIC) SERVICES 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 for 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 Task Force (TF) on the Review of Training Costs, Assessment Fees, and other Cost implemented by TESDA;
2. Orientation of the TESDA Task Force by the National Tax Research Center;
3. Conduct of Assessment Fee Workshops with the Technical Experts;
4. Presentation of Proposed Assessment Fees to TF and NTRC;
5. Presentation of Proposed Fees to TESDA Board Joint Standards-Setting and Systems Development and Finance Committee;
6. Conduct of Public Hearing(s) for the Proposed Assessment Fee(s); and
7. Approval and Promulgation of Assessment Fees by the TESDA Board for nationwide implementation.

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Resolution No. 2019-15
(Page 2 of 5 pages)

**APPROVING THE ASSESSMENT FEE FOR TOUR PACKAGING
(FIT AD HOC DOMESTIC) SERVICES NC II**

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
- Assessment Process Workflow
- Plus 10% cost recovery

➤ **Six Operational Principles:**

- 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; and
- Provide information as FACTS (factual, accurate, comprehensive, transparent, and systematic).

WHEREAS, TESDA Board Resolution No. 2019-11 was issued, approving the and promulgating the Training Regulations for Tour Packaging (FIT Ad Hoc Domestic) Services NC II held on 11 January 2019 during the 107th TESDA Board Meeting;

WHEREAS, during the 41st Joint SSSD and Finance (SSSD-F) Committee TESDA Board-TESDA Secretariat Consultation Meeting held on 13 February 2019, the Members of the SSSD-Fin Committee TESDA Board-TESDA Secretariat deliberated on the experts' proposed assessment fee for Tour Packaging (FIT Ad Hoc Domestic) Services NC II and favorably endorsed for consideration and approval of the TESDA Board as mentioned hereunder:

- Tour Packaging (FIT Ad Hoc Domestic) Services NC II:
Five Hundred Eighty-Two Pesos (Php582.00)

[Handwritten signatures and initials are present throughout the page, including 'A-AT' at the bottom left, 'Jana' on the right margin, and several initials at the bottom.]