

# TESDA CIRCULAR

<b>Subject:</b> Special Payment Arrangements for TVIs Implementing TESDA Scholarship Programs Affected by the Community Quarantine		Page 1 of 2 page/s Number <u>077</u> , series of 2020
<b>Date Issued:</b> July 9, 2020	<b>Effectivity:</b> Immediately	<b>Supersedes:</b>

In line with the objectives of OPLAN TESDA Abot Lahat: TVET Towards the New Normal to develop flexible programs that are adapted to the changing needs of the TVET Sector, the following guidelines are hereby issued to provide a special program for recovery and rehabilitation of affected TVIs during the COVID-19 crisis. The special provisions of this Circular shall only be adopted for the duration of the State of Public Health Emergency due to COVID-19 and shall only be applicable to affected TVIs covered under this Circular.

## I. Background/Rationale

The unprecedented outbreak of COVID-19 has greatly affected our society and economy, including the sector of Technical-Vocational Education and Training (TVET). The imposition of various community quarantine levels in the Philippines called for the suspension of TESDA training/classes all over the country, affecting the operations of our partner institutions offering TVET. As of our latest data, a total of 4,464 public and private TVIs have temporarily ceased operations nationwide, with several TVIs signifying their intent to permanently close due to financial constraints brought by the lockdowns.

R.A. No. 11469 otherwise known as the "Bayanihan to Heal As One Act" states that there is an urgent need to undertake a program for recovery and rehabilitation by providing safety nets to all affected sectors. Adopting the spirit of "*bayanihan*" and the principle of *quantum meruit*, TESDA is committed to support our partner TVIs which have been severely affected by the COVID-19 pandemic by providing equitable compensation to these TVIs which have already mobilized their resources to implement our scholarship programs.

## II. Scope and Coverage

This shall cover all TESDA Scholarship Programs using FY 2019 and FY 2020 funds which are being implemented in CY 2020 but were postponed/interrupted due to the imposition of various community quarantine levels in the Philippines. This shall only cover TVIs who have at least conducted the Training Induction Program for their trainees/learners prior to the suspension of training/classes in their respective areas due to COVID-19.

## III. Implementation Mechanics

### A. Special Payment Arrangements

1. The computation shall be based on the actual training duration (in hours) that the TVI was able to implement at the time of the suspension in March 2020 vis-à-vis the approved Qualification Map (QM);
2. The TVI must have at least conducted the Training Induction Program to be entitled to the minimum payment of fifteen percent (15%) of the total training cost /entrepreneurship/miscellaneous fees per batch as this represents expenses incurred in preparation of the training to be conducted of the concerned training program based on the approved QM; and
3. In summary, the payment of the total training cost/entrepreneurship/miscellaneous fees and other applicable costs to the affected TVI shall be as follows:



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Status of Training at the Time of Suspension	Rate of Payment to the Affected TVI
a. TVI was not able to conduct the TIP and implement the training program.	The TVI shall not be entitled to any payment.
b. TVI was able to conduct TIP.	The TVI shall be paid 15% of the total training cost/entrepreneurship/miscellaneous fees and other applicable costs per batch in the approved QM, as the same represents expenses incurred in preparation of the training to be conducted.
c. TVI was able to implement the training program for more than fifteen percent (>15%) of the total training duration but was not able to reach eighty percent (<80%) of the total training duration	The TVI shall be paid on a pro-rated and <i>quantum meruit</i> basis based on the actual number of hours or days rendered against the total nominal duration in the approved QM.
d. TVI was able to implement the training program greater than or equal to eighty percent (≥80%) of the total training duration.	The TVI shall be paid one hundred percent (100%) of the total training costs (and all other applicable costs) per batch based on the approved QM per TESDA Circular No. 11, series of 2020.

## B. Requirements

1. The total training cost, miscellaneous fees and/or entrepreneurship cost shall be reimbursed upon submission of the following verified documents:
  - a. Billing Statement;
  - b. Duly approved MIS-03-02 generated from Trainees' Profiles encoded in the T2MIS;
  - c. Daily Attendance Sheet (for the duration of the training or during the conduct of the TIP);
  - d. TESDA copy of the SGCs duly signed by the concerned officials and beneficiaries; and
  - e. Original Disbursement Vouchers (DVs).
  
2. Billing Statement and other applicable requirements must be submitted by the TVIs to the POs immediately. The Process Cycle Time (PCT) of the payment of scholarship programs will be as follows:
  - a. PO – maximum of three (3) days
  - b. RO – maximum of three (3) days
  - c. Payment – one (1) day

For TVIs which continued the implementation of the postponed training programs should have approved Qualification Map (QM) which includes added benefits under the "New Normal" as per TESDA Circular No. 62 and 66-A, series of 2020.

The provisions under this TESDA Circular shall only apply for the training programs which were postponed/interrupted by the community quarantine. This shall not apply for the training programs which will be conducted under the "New Normal".

## IV. Separability Clause

Should any provision or portion of this Circular be declared unconstitutional or invalid, all other provisions of this Circular shall remain in full force and effect.

This Circular shall take effect as indicated.

  
**SEC. ISIDRO S. LAPEÑA, Ph.D., CSEE**  
 Director General

