

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

138th TESDA BOARD MEETING
10 May 2022, Tuesday, 9:00 a.m.
Teleconference Via Zoom Platform

Resolution No. 2022 - 10
(Page 1 of 4 pages)

**APPROVING AND PROMULGATING THE AMENDED TRAINING REGULATIONS
FOR DOMESTIC WORK NC II**

WHEREAS, TESDA Board Resolution No. 2017-09 was issued on “Approving the Amendments to the Training Regulations for Domestic Work NC II thereby deleting the provision on one (1) month gap prior to the reassessment of candidates who initially failed in the competency assessment and imposing the mandatory refresher course for those who have failed in the assessment twice.” on 03 February 2017 during the 89th 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 **International Labour Organization (ILO), Fair Training Center and Coalition of Licensed Agencies for Domestic, Service and Skilled Workers (CLADS)** with the assistance of the Qualifications and Standards Office (QSO) of TESDA has reviewed the existing Training Regulations for **Domestic Work 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 **International Labour Organization (ILO) Country Director, Fair Training Center Executive Director and Coalition of Licensed Agencies for Domestic, Service and Skilled Workers (CLADS) President** 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 143rd and 146th Standards Setting and Systems Development (SSSD) Committee Meetings held on 23 February 2022 and 28 April 2022, respectively, the Committee deliberated upon and agreed to favorably recommend the approval and promulgation of the amended Training Regulations for



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Domestic Work NC II which is attached as Annex "A" and made an integral part of this Resolution;

WHEREAS, during the 138th TESDA Board Meeting on 10 May 2022, the TESDA Board deliberated and considered the proposed Training Regulations for Domestic Work NC II;

NOW, THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED, that the aforementioned Training Regulations for Domestic Work 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 Domestic Work 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 10th day of May 2022.



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**APPROVING AND PROMULGATING THE AMENDED TRAINING REGULATIONS
FOR DOMESTIC WORK NC II**


ATTY. JAN-MICHAEL P. JARO
Board Secretary VI
TESDA Board Secretariat

Attested by:


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

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

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

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

(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

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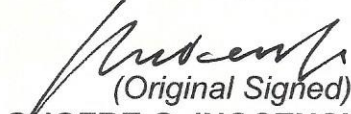
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**APPROVING AND PROMULGATING THE AMENDED TRAINING REGULATIONS
FOR DOMESTIC WORK NC II**

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

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


(Original Signed)
FR. ONOFRE G. INOCENCIO JR., SDB
Board Member, Education and Training
Sector

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

**AMENDMENT ON TRAINING REGULATIONS FOR
DOMESTIC WORK NC II**

Existing Promulgated Training Regulations (Board Resolution No. 2017-09)	Amendments
Section 2 - Competency Standards	
<u>Basic Competencies</u> 1. Receive and respond to workplace communication 2. Work with others 3. Demonstrate work values 4. Practice basic housekeeping procedures	<u>Basic Competencies</u> 1. Receive and respond to workplace communication 2. Work with others 3. Solve/address routine problems 4. Enhance self-management skills 5. Support innovation 6. Access and maintain information 7. Follow occupational safety and health policies and procedures 8. Apply environmental work standards 9. Adopt entrepreneurial mindset in the workplace
<u>Elective Competencies</u> 1. Provide care and support to infants and toddlers 2. Provide care and support to children 3. Provide care and support to elderly 4. Provide care and support to people with special needs 5. Assist in the care of animals 6. Provide animal care hygiene routines 7. Trim and prune landscape plants 8. Perform weeding and cultivation 9. Water/irrigate plants 10. Control and prevent plant pest and diseases	<u>Elective Competencies</u> 1. Assist in the care of animals 2. Provide animal care hygiene routines 3. Trim and prune landscape plants 4. Perform weeding and cultivation 5. Water/irrigate plants 6. Control and prevent plant pest and diseases
Section 3 - Training Arrangements	
3.1 Curriculum Design	
Nominal Training Duration: 20 Hours Basic Competencies 40 Hours Common Competencies 158 Hours Core Competencies 218 Hours – Total 496 Hours - Elective Competencies	Nominal Training Duration: 37 Hours Basic Competencies 20 Hours Common Competencies 90 Hours Core Competencies 147 Hours – Total 80 Hours - Supervised Industry Learning (SIL) <i>[at the option of the TVI]</i> <u>96 Hours - Elective Competencies</u> 20 Hours Assist in the care of animals 20 Hours Provide animal care hygiene routines 15 Hours Trim and prune landscape plants 15 Hours Perform weeding and cultivation 12 Hours Water/irrigate plants 14 Hours Control and prevent plant pest and diseases

Existing Promulgated Training Regulations (Board Resolution No. 2017-09)	Amendments
<p>Course Description: This course is designed to enhance the knowledge, skills and attitude of household workers in accordance with industry standards. It covers the basic, common and core competencies on cleaning living room, dining room, bedrooms, toilet and kitchen, washing and ironing clothes, linen and fabric, preparing hot and cold meals/food, and providing food and beverage service.</p> <p>This includes common competencies: maintain an effective relationship with clients/customers, and manage own performance. It also includes basic competencies such as, participate in workplace communication, work in a team environment, practice career professionalism, and practice occupational health and safety procedures. The common competency –Maintain an effective relationship with clients and customers has been contextualized to include the provisions of Kasambahay law, e.g. standard employment contract, rights and privileges, pre-employment requirements, working conditions, barangay registrations, social and other benefits, etc.</p> <p>It also has ten (10) elective competencies as indicated below:</p> <ol style="list-style-type: none"> 1. Provide care and support to infants and toddlers (50 Hrs) 2. Provide care and support to children (50 Hrs) 3. Provide care and support to elderly (150 Hrs) 4. Provide care and support to people with special needs (150 Hrs) 5. Assist in the care of animals (20 Hrs) 6. Provide animal care hygiene routines (20 Hrs) 7. Trim and Prune landscape plants (15 Hrs) 8. Perform weeding and cultivation (15 Hrs) 9. Water/irrigate plants (12 Hrs) 10. Control and prevent plant pest and diseases (14 Hrs) <p>The Elective competencies are additional core units of competencies that are useful but not absolutely necessary for enhancing the mobility/employability of a person. These competencies are considered important in the performance of the job and may be drawn from among the units of competency in the TRs promulgated for other sectors.</p> <p>These Elective Competencies were selected from the core units of competencies from the existing WTR in Caregiving and Landscape Installation and Maintenance (Softscape) and one (1) NTR on Animal Care with two (2) units of competencies by the Technical Experts invited during the development of the Training Regulation</p>	<p>Course Description: This course is designed to provide the learner with knowledge, practical skills and attitude, applicable in performing work activities involve in cleaning living room, dining room, bedrooms, toilet and kitchen, washing and ironing clothes, linen and fabric, preparing hot and cold meals/food, and providing food and beverage service. This include classroom learning activities and practical work in actual work site or simulation area.</p> <p>The common competencies include maintain an effective relationship with clients/customers, and manage own performance. It also includes basic competencies such as, participate in workplace communication, work in a team environment, practice career professionalism, and practice occupational health and safety procedures. The common competency –Maintain an effective relationship with clients and customers has been contextualized to include the provisions of Kasambahay law, e.g. standard employment contract, rights and privileges, pre-employment requirements, working conditions, barangay registrations, social and other benefits, etc.</p> <p>It also has six (6) elective competencies as indicated below:</p> <ol style="list-style-type: none"> 1. Assist in the care of animals (20 Hrs) 2. Provide animal care hygiene routines (20 Hrs) 3. Trim and Prune landscape plants (15 Hrs) 4. Perform weeding and cultivation (15 Hrs) 5. Water/irrigate plants (12 Hrs) 6. Control and prevent plant pest and diseases (14 Hrs) <p>The Elective competencies are additional core units of competencies that are useful but not absolutely necessary for enhancing the mobility/employability of a person. These competencies are considered important in the performance of the job and may be drawn from among the units of competency in the TRs promulgated for other sectors. Likewise, they are only taken depending on the need of the work environment.</p> <p>These Elective Competencies were selected from the core units of competencies from the existing WTR in Landscape Installation and Maintenance (Softscape) and one (1) NTR on Animal Care with two (2) units of competencies by the Technical Experts invited during the development of the</p>

Existing Promulgated Training Regulations (Board Resolution No. 2017-09)	Amendments
and Competency-Based Curriculum for the Domestic Work NC II.	<p>Training Regulation and Competency-Based Curriculum for the Domestic Work NC II.</p> <p>The Elective Competencies for Providing Care and Support for Infants, Toddlers, Children, Elderly, People with Special Needs were not included because these are highly specialized areas and are now in four separate Training Regulations se. Hence, the learners should take the whole program as prescribed in the Training Regulations.</p> <p>Elective competencies are not mandatory for program registration. TVET Institutions/Training Providers may opt to offer one or two or more competencies if they have the available resources and facilities.</p> <p>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.</p>
Course Delivery:	<p>Course Delivery:</p> <ul style="list-style-type: none"> • Flexible Learning delivery with the following modes: <p>Blended Learning</p> <ul style="list-style-type: none"> • Online <ul style="list-style-type: none"> ✓ Synchronous using conferencing apps ✓ Asynchronous through LMS/CMS • Offline <ul style="list-style-type: none"> • Face to face demonstration <p>Distance Learning</p> <ul style="list-style-type: none"> • Modular self-paced
3.3 Trainee Entry Requirements	
<p>Trainees or students wishing to gain entry into these qualifications should possess the following requirements:</p> <ul style="list-style-type: none"> ➤ Must be able to read and write 	<p>Trainees or students wishing to gain entry into these qualifications should possess the following requirements:</p> <ul style="list-style-type: none"> ➤ Must have finished basic education or Holder of Alternative Learning Systems (ALS) certificate of completion with grade 10 equivalent ➤ Must have good communication skills ➤ Must be able to navigate through any online training platforms using electronic devices
3.6 Trainer's Qualifications	
<ul style="list-style-type: none"> ➤ Must be a holder of NTTC Level I in Domestic Work NC II ➤ Must be able to communicate in English and Filipino/vernacular ➤ Must have at least two (2) years job/industry experience* <p>* - Optional</p>	<ul style="list-style-type: none"> ➤ Must be a holder of NTTC Level I in Domestic Work NC II ➤ Must be able to communicate in English and Filipino/vernacular ➤ Must have at least two (2) years job/industry experience

Existing Promulgated Training Regulations (Board Resolution No. 2017-09)	Amendments
	<ul style="list-style-type: none"> ➤ Must be qualified with competency in Facilitate E-Learning Session (FELS) session
Section 4 - Assessment and Certification Arrangements	
4.1 National Assessment and Certification Arrangements	
<p>4.2.3 Depending on specific employer/workplace requirements, the candidate may choose one or more from the following groups of elective competencies. Each group will lead to the issuance of Certificate of Competency (COC).</p> <p>4.2.3.1 Providing care and support for infants, toddlers and children</p> <ul style="list-style-type: none"> • Providing care and support or infants, toddlers and children • Provide care and support to infants/toddlers • Provide care and support to children • Foster, social, intellectual, creative and emotional development of children • Foster the physical development of children • Maintain healthy and safe environment • Respond to emergency • Clean living room, dining room, bedrooms, toilet and bathroom • Wash and iron clothes, linen and fabric • Prepare hot and cold meals <p>*Holders of unexpired Caregiving NC II or COC in providing care and support for infants, toddlers and children shall be exempted from this requirement</p> <p>4.2.3.2 Providing care and support for the elderly and people with special needs</p> <ul style="list-style-type: none"> • Provide care and support to elderly • Provide care and support to people with special needs • Maintain healthy and safe environment • Respond to emergency • Clean living room, dining room, bedrooms, toilet and bathroom • Wash and iron clothes, linen and fabric • Prepare hot and cold meals <p>* Holders of unexpired Caregiving NCII or COC in providing care and support for the elderly and people with special needs shall be exempted from this requirement.</p>	<p>4.1.3.3 Depending on specific employer/workplace requirements, the candidate may choose one or more from the following groups of Elective Competencies. Each group will lead to the issuance of Certificate of Competency (COC).</p> <p>4.1.3.3.1 Provide care for animals</p> <ul style="list-style-type: none"> • Assist in the care of animals • Provide animal care hygiene routines <p>4.1.3.3.2 Maintain plants and gardens</p> <ul style="list-style-type: none"> • Trim and prune landscape plants • Perform weeding and cultivation • Water/irrigate plants • Control and prevent plant pest and diseases • <p>* Holders of unexpired Landscape NCII or COC in maintaining landscape area (soft scape) and shall be exempted from this requirement.</p> <p>* For Providing Care and Support for Infants, Toddlers, Children, Elderly, People with Special Needs</p> <p>The Elective Competencies for Providing Care and Support for Infants, Toddlers, Children, Elderly, People with Special Needs were not included because these are highly specialized area and are now in four separate Training Regulations. Hence, one should take the assessment and certification separately for the said qualifications and as prescribed in the Training Regulations.</p> <p>4.1.4 Any of the following are qualified to undergo assessment and certification:</p> <p>4.1.4.1 Graduates of WTR-registered program, NTR-registered programs or formal/non-formal/informal including enterprise-based trainings related to domestic work.</p> <p>4.1.4.2 Experienced workers (wage employed or self-employed) who gained</p>

Existing Promulgated Training Regulations (Board Resolution No. 2017-09)	Amendments
<p>4.2.3.3 Provide care for animals</p> <ul style="list-style-type: none"> • Assist in the care of animals • Provide animal care hygiene routines <p>4.2.3.4 Maintain plants and gardens</p> <ul style="list-style-type: none"> • Trim and prune landscape plants • Perform weeding and cultivation • Water/irrigate plants • Control and prevent plant pest and diseases <p>* Holders of unexpired Landscape NCII or COC in maintaining landscape area (soft scape) and shall be exempted from this requirement.</p> <p>4.3 Assessment shall focus on the units of competency. The basic and common units shall be integrated or assessed concurrently with the core units.</p> <p>4.4 The following are qualified to apply for assessment and certification:</p> <p>4.4.1 Graduates of formal, non-formal and informal including enterprise-based training programs.</p> <p>4.4.2 Experienced workers (wage employed or self-employed).</p> <p>4.5 Reassessment for a National Certificate shall be done only on the task/s that the candidate did not successfully achieve.</p> <p>4.6 A candidate who fails the assessment for two (2) consecutive times will be required to go through a refresher course before taking another assessment.</p> <p>4.7 Only certified individuals in this Qualification may be nominated by the industry sector for accreditation as competency assessor.</p> <p>4.8 Only accredited competency assessors are allowed to conduct competency assessment, however trainers who are accredited competency assessors are not allowed to assess their trainees.</p> <p>4.9 Assessment of competence must be undertaken only in the TESDA accredited assessment center. The performance assessment (demonstration of competence), however, may be done in any venue or workplace duly designated by an accredited assessment center.</p> <p>4.10 The guidelines on assessment and certification are discussed in detail in the Procedures Manual on Assessment and Certification.</p>	<p>competencies in domestic work for at least 2 years within the last five (5) years.</p> <p>4.1.5 Recognition of Prior Learning (RPL). Candidates who have gained competencies through education, informal training, previous work or life experiences with at least five (5) years of experience in domestic work within the last ten (10) years may apply for recognition in this Qualification through Portfolio Assessment.</p> <p>Requirements and implementation procedure of Portfolio Assessment must be consistent with TESDA Circular No. 47, series of 2018 on "Implementing Guidelines on the Implementation of Portfolio Assessment Leading to Recognition of Prior Learning (RPL) within the TESDA Assessment and Certification System", and with TESDA Circular No. 118, series of 2019 on "Addendum to the Implementing Guidelines on the Implementation of Portfolio Assessment Leading to Recognition of Prior Learning (RPL) within the TESDA Assessment and Certification System" and TESDA Circular 059 s. 2020 dated May 21, 2020 – "Operating Procedures on the Conduct of Portfolio Assessment. Likewise, must be consistent with current issuances on implementing guidelines on Portfolio Assessment and Recognition of Prior Learning (RPL).</p> <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"> a) Identify the candidate's skills and knowledge b) Highlight gaps in candidate's skills and knowledge c) Provide critical guidance to the assessor and candidate on the evidence that need to be presented d) 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</p>

Existing Promulgated Training Regulations (Board Resolution No. 2017-09)	Amendments
<p>Requirements and implementation procedure of Portfolio Assessment must be consistent with TESDA Circular No. 47, series of 2018 on <i>“Implementing Guidelines on the Implementation of Portfolio Assessment Leading to Recognition of Prior Learning (RPL) within the TESDA Assessment and Certification System”</i>, and with TESDA Circular No. 118, series of 2019 on <i>“Addendum to the Implementing Guidelines on the Implementation of Portfolio Assessment Leading to Recognition of Prior Learning (RPL) within the TESDA Assessment and Certification System”</i>.</p>	<p>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 must have at least two (2) years industry experience or have a teaching experience in Domestic Work for at least five (5) years, a holder of NTTC Level I; undergo a quality assured system of accreditation procedure before they are authorized by TESDA to assess the competencies of candidates for National Certification.</p>