



2019 TESDA Planning Parameters

The **2019 Planning Parameters** are hereby issued to serve as guidance in the preparation of the 2019 Office Performance Commitment and Review (OPCR) of the different offices and operating units of the agency nationwide. Please be guided that the information/data provided in this document are consistent with the corporate goals, strategic directions, key result areas (KRAs) and key performance indicators (KPIs) as enshrined in the TESDA Corporate Plan for CY 2019-2022.

The success indicators and targets for the 2019 OPCR coincide with those in the TESDA Corporate Plan for 2019-2022 including the mandatory indicators and targets of the 2019 General Appropriations Act. It is further expanded by the program action agenda of the new TESDA Secretary Director General.

Likewise, the planning parameters presented herein were anchored on the objectives of the National Technical Education and Skills Development Plan 2018-2022 which runs on the theme, *“Vibrant Quality TVET for Decent Work and Sustainable Inclusive Growth”* and towards the achievement of this desired goal is the adoption of the two-pronged strategy: (1) TVET for Global Competitiveness and Workforce Readiness and (2) TVET for Social Equity.

The consolidated data/targets generated from the OPCR submitted by the different offices shall serve as basis in crafting the agency OPCR to be signed by the TESDA Secretary Director General.

TESDA Corporate Plan 2019-2022

This plan document was formulated to help the agency exercise its role as the Authority in TVET and to attain the more forward looking goals of the newly approved sectoral plan for TVET, the NTESDP 2018-2022. To achieve this, the plan sets the strategic directions, key result areas, success indicators, and the financial resources that are needed for the next 4 years to achieve its vision and mission.

Strategic Directions	KEY Result Areas
1. Provide quality TESD and Certification for Global Competitiveness	Alignment to international standards International cooperation pursued Innovation and technology resources adopted
2. Intensify implementation of quality TESD and certification for Social equity and poverty reduction	Enhanced and effective productive engagement of the marginalized; Client-focused community-based TESD models for the social basic sector

Strategic Directions	KEY Result Areas
3. Upscale TESD and assessment and certification programs to higher PQF Levels;	Increased number of technicians and technologists needed by the industries; Increased readiness of the TVET systems for higher level qualifications
4. Expand and intensify partnerships and linkages with industries and other stakeholders in the areas of TESD;	Established arrangements with existing Industry Boards/Councils; Expanded enterprise-based training (EBT) as the preferred training delivery mode; Rewards and incentive mechanisms installed Increased partners for convergence
5. Streamline and intensify QMS in all organizational subsystems	ISO Certification maintained and sustained Quality-assured core processes Knowledge and information management systems installed
6. Scale-up workforce competencies to achieve organizational excellence.	Updated HRD Plan; Effective forecasting, recruitment, selection and placement Reinforced Learning and Development for TESDA employees Strengthened performance management; Improved rewards and recognition Workforce climate improved;

This 4-year plan hopes to achieve the following corporate outcomes:

1. Expanded reach of TVET;
2. Increased TVET Investments;
3. Increased client satisfaction and
4. Enhanced employability of TVET graduates.

The Secretary's Program Action Agenda

- Align the TESDA skills development mandate in the National Peace and Order and Development Program of the country. TESDA's role is to provide training leading to employment or livelihood.
- Expand the reach of TESDA programs and services especially in the far flung communities and the marginalized and disadvantaged sectors to provide them economic and livelihood opportunities and uplift their living condition.
- Use the SEEK, FIND, TRAIN and EMPLOY concept as part of the implementation process. The operational units need to analyze the demand of the region to ensure translation of training to employment and livelihood;

- Strengthen employment facilitation in partnership with other government agencies, and encourage TVIs to be a member of industry chambers to better identify the community and industry needs.
- Optimize the investment on training. Incentives are given to TVIs who are fully compliant with the audits, inspection with good record of employment of its graduates to ensure quality;
- TESDA shall create opportunities to ensure that our human capital remains not only competitive but productive and world class;
- The agency will continue to prioritize and implement scholarship programs for the poor, indigenous peoples (IPs), people with disabilities (PWD), returnees, and victims of armed-conflicts and calamities, among others.

2019 KEY PERFORMANCE INDICATORS

A. 2019 GAA Expanded Key Performance Indicators (KPIs)

PERFORMANCE INDICATORS	2019 Target
Technical Education and Skills Development Policy Program	
Percentage of stakeholders who rate policies/plans as good or better	93%
Number of National, Regional/Provincial TESD Plans formulated/updated	1 National Progress Report
Technical Education and Skills Development Regulatory Program	
<u>TVET Program Registration and Accreditation</u>	
Percentage compliance of TVET programs to TESDA, industry and industry standards and requirements	90%
Percentage of TVET graduates that undergo assessment for certification	86%
Percentage of TVET programs with tie-ups to industry	60% (NEP target: 42%)
Percentage of registered accredited TVET programs audited	100%
Percentage of skilled workers issued with certification within seven (7) days of their application	90%
Number of consultations, orientations and workshops for development of competency standards/training regulations	200
Technical Education and Skills Development Programs	
Percentage of graduates from technical education and skills development scholarship programs that are employed	75% (NEP target: 65%)
Number of graduates from technical education and skills development scholarship programs	274,614
Number of training institutions/establishments/assessment centers provided with technical assistance	5,495
Number of TTI graduates	203,185

B. Other Performance Indicators listed in the TESDA Corporate Plan 2019-2022

B.1 TESD Policy Programs

1. Number researches and studies initiated/conducted;
2. Number of new learning delivery systems/methodologies developed and adopted;
3. Number of TESD&C programs designed/developed according to international accords/standards;
4. Number of new TVET policies formulated, implemented and monitored;
5. Number of Level 4 and 5 qualifications developed and registered
6. Number of new or improved procedures/work instructions developed and implemented;

B.2 TESD Regulatory Programs

1. Number of new assessment centers and assessors accredited;
2. Number of assessment tools/instruments/systems for PQF Level 4 and 5 and assessors developed;
3. Number of new TVET Programs registered;
4. Number of new TVET Programs audited/inspected;
5. Number of new ACs audited;

B.3 TESD Programs

1. Number of new qualifications/programs developed and registered under PQF Level 4 and 5;
2. Number of TVIs offering Level 4 and 5 TVET qualifications;
3. Number of enrollees/graduates under PQF Level 4 and 5 qualifications;
4. Number of new skills competencies identified/developed for the 4IR;
5. Number of TVET enrollees/graduates of new skills required by 4IR;
6. Number of special skills training programs conducted for the following especial groups/sectors:
 - Indigenous People
 - Former Rebels
 - Inmates
 - Drug Addicts/Surrenderees
 - PWDs
 - Women
 - Displaced Workers/OFWs
 - Victims of natural or man-made disasters
7. Number of training engagements/partnerships with multi-national companies, industry, civic groups, LGUs and NGAs forged;
8. Number of industry-based skills training arrangements conducted;
9. Number of industry boards/councils organized/maintained'
10. Number of post-training assistance extended/provided to trainees and workers;
11. Number of trainers industry immersion programs conducted;
12. Number of capability building of TVIs/partners/assessors conducted

B.4 International Cooperation and Commitments Participated/Completed

1. International skills competitions events participated
2. International events/activities participated;
3. International cooperation pursued/completed

B.5 Support to Operations (STO)

1. Number of IT systems and policies developed/adopted/improved;
2. Number of PAP monitoring systems complied/developed/adopted;
3. Number of rewards and recognitions developed/participated/organized;
4. Number of programs or corporate promotional campaign/undertakings initiated/conducted

B.6 GASS

1. HRD Plan developed established
2. Personnel rewards and recognitions developed, organized and implemented;
3. Annual Staff Development Program planned and implemented
4. Foreign training programs for TESDA staff and officials provided

NB: *The above listed Performance Indicators may still be reduced or expanded since the indicators in the TESDA Corporate Plan 2019-2022 are still subject for review. Nonetheless, said KPIs are most certain to be adopted.*

POLICY AND OPERATIONAL DIRECTIVES

A. Target Setting:

1. There is an estimated **45.79 M** potential TVET clientele aged 15 years old and over. The target group includes **2.37M** unemployed, **29.6 M** employed and underemployed; and **13.81 M** persons/groups considered not in the labor force;
2. All TESDA Offices and Operating Offices/Units shall commit to deliver targets and commitments in all the Performance Indicators identified under their respective office/s;
3. Regional Target Setting
 - a. Regional targets shall be set to not lower than the 2018 level of accomplishments or targets (whichever is higher) with due consideration of the labor force situation and economic status (whether industrial growth area or low income regions with high poverty incidence) and other distinct profile of the region;
 - b. The training delivery mix can be derived from the number of existing training providers in the area:
 - Institution-based - TVIs, TTIs, SUCs, HEIs, LUCs
 - Enterprise-based - companies implementing apprenticeship, learnership, companies doing in-house training (DTS and DTP as part of Institution-based training shall be also be monitored)
 - Community-based - LGU-run skills training programs, TVIs including TTIs doing outreach programs, other skills training programs of national government agencies

- c. The product/service mix per region will differ depending on the economic capacities and situation of the region. The regions will be guided with the identified strategies of the region and national TESD plans considering the key employment generators and at the same time addressing the requirements of areas where there is high poverty incidence; and
 - d. For progressive and industrialized regions, the enterprise-based training programs such as the apprenticeship and learnership program, including the DTS and DTP shall be strengthened and vigorously pursued to increase the share of the EBT output from the existing 5% share of the total training output. The national target for EBT shall be increased to 10% of the total training target.
4. The distribution/breakdown of targets by operating offices/units shall be reflected in the 2019 Target Matrix by Offices/Operating Units;

B. Monitoring:

1. All officials/process owners shall keep tab of the level of accomplishment of their respective programs/projects, on a monthly basis, vis-à-vis their approved targets, to ensure that they are fully achieved or surpassed by the end of the year;
2. Integrity and accuracy of information/data being encoded in TESDA monitoring systems must be observed in the highest order by all concerned official;
3. TVIs shall cause to publish the list of beneficiaries of TESDA scholarships through local newspapers, websites or Facebook account;
4. Strengthen information and advocacy campaign in tri-media;

C. Partnerships:

1. Strengthen linkages with LGUs, NGAs, academe/SUCs, NGOs and the private sectors/industry in your respective local areas to achieve targets and mission of the agency;
2. Collaborate with LGUs, civic groups, NGOs to reach out special groups belonging to the poor sectors of the society to entice and provide them the programs and services of the agency;
3. Collaborate with local office of the Department of Agriculture to study, develop and provide dedicated skills training programs for different groups in the agricultural sector in the area;
4. Establish collaboration with large and multinational corporations and their corporate social responsibility (CSR) arm as well as the member companies of the League of Corporate Foundations (LCF) to expand the skills training services of TESDA and to increase participation of private enterprises in TVET
5. Encourage TVIs to be members of local industry chambers to better identify industry and community skills training needs;
6. Mandate TVIs to strengthen employment facilitation and placement services and register a school-based PESOs;

D. Training and Post-Training Services:

1. Adopt a value-chain / project-based approach in all Community-Based Training programs;
2. RDs and PDs must be present during Training Induction Programs (TIPs) to elaborate on the investment, value and services extended by TESDA to the trainees;
3. Strengthen post-training assistance, including entrepreneurship development program in collaboration with national government agencies (NGAs), local government units (LGUs) and industry to achieve **75%** rate of employment and livelihood activities of TVET/TESDA graduates;
4. All RDs/PDs must initiate activities in support to **Executive Order No. 70** for rebel returnees and submit report on the accomplishment made. TESDA is member of Task Force tasked to end local insurgency for national peace;
5. TESDA role and plans under EO 70 shall be laid down and sent to the ROs for information and guidance in addressing the insurgency;
6. ROs shall ensure integrity of members of team conducting audit of registered qualifications of TVIs;
7. Intensify the implementation of Job Linkaging Network Services (JOLINS) in all public and private TVIS as well as the World Café of Opportunities (WCO) program;
8. Increase the number/quota of enrollees of women to **30%** in non-traditional courses or qualifications; and
9. Introduce/add Emergency Medical Services (EMS) as part of the training package of a of regular TVET Qualifications

E. Budget Utilization and Payment Obligations:

1. Budget utilization for CY 2019 must be 100% to ensure provision of full budget allocation in CY 2020 to the agency;
2. Budget utilization rate shall be closely monitored. The Central Office shall download the scholarship fund to the regional offices only after utilizing allocated funds/budget Reports must be submitted on time for presentation during ExCom Meeting;
3. Payment process at the end of the year should be made/adjusted as prescribed by DBM;
4. For 2019, TESDA should qualify for the **Performance-Based Bonus** as additional incentive rewards of TESDA personnel. Hence, all offices must ensure that GAA 2019 targets are achieved and compliance to administrative processes is strictly observed.

Corporate Identity Policies:

1. TESDA has adopted a corporate policy slogan "TESDA Abot Lahat". "**TESDA Abot Lahat**" means that the agency aims to expand and strengthen its mandate and services to all...

to reach out and serve new partners and clients with a clear objective... to transform and improve lives for the better.

2. TESDA offices must abide to the standard design, layout and color of the TESDA logo and logotype and ensure consistency of its use/applications in all documents, publications and promotional materials bearing its corporate identity.

F. Documentation and Reporting of Major Events Organized/Participated:

1. All Program/Process Owners, the ROs, POs and TTIs shall ensure that all major events organized/conducted are fully documented and reported to the Planning Office for inclusion in the agency reports and accomplishments;
2. A one (1) page **Event Report** citing key information/data shall be submitted/e-mailed to the CPU-Planning Office **a day after** the event ended. This report should include the following:
 - Title of the Event
 - Name of Organizing Office/s or Company and Sponsors
 - Venue and date of the event
 - Brief description of the event with objectives
 - List of VIP attendees with full name/s, position title/s and name of company/entity they are representing
 - Significant outcome/result of the event

NB: The Planning Office may request from the organizing office a full report including high resolution photos in case a complete report becomes necessary.

G. 2019 Skills Competitions

1. TESDA will spearhead the country's participation in the **45th World Skills Competition** slated on **August 2019** that will be held in Kazan, Russia. The qualified winners/medalists in the **12th ASEAN Skills Competition** held in Bangkok, Thailand will represent the country in the said international competition;
2. TESDA will organize and conduct a series of skills competitions nationwide which includes Provincial Skills Competition, Regional Skills Competition and Zonal Skills Competition. These competitions will serve as a pre-qualifying competition to determine the qualifiers for the **13th ASEAN Skills Competition** slated on **July 2020** that will be held in **Singapore**;
3. The **2019 Zonal Skills Competition** will showcase **29** competition trade areas;
4. The TESDA National Technical Committee for Skills Competition is directed to prepare Action Plan covering all aspects of preparation pertaining to the Philippines' hosting of the **14th ASEAN Skills Competition** in **2022**.

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