

# TESDA CIRCULAR

<b>Subject:</b> Empowering Indigenous Peoples and Cultural Communities through TVET and Reintegration Training for Rebel Returnees (Special Skills Training Program)		Page 1 of 3 Number <u>9</u> , series of 2018
<b>Date Issued:</b> February 20, 2018	<b>Effectivity:</b> Immediately	<b>Supersedes:</b>
<p>In the interest of the service and in line with Section III.10 of TESDA Circular No. 3, Series of 2018 (Omnibus Guidelines for 2018 TWSP and STEP), a <b>Special Skills Training Program (SSTP)</b> is hereby adopted to empower the indigenous peoples and cultural communities and rebel returnees for them to thrive in today's world.</p> <p>Class/batch size: the SSTP for Indigenous Peoples and Cultural Communities and Rebel Returnees adheres to a minimum of fifteen (15) and maximum of twenty-five (25) beneficiaries per batch.</p> <p><b>I. Target Beneficiaries</b></p> <p>The target beneficiaries of this program are the Indigenous Peoples and those from Cultural Communities, and rebel returnees all over the country.</p> <p><b>II. Scholarship Benefits</b></p> <p>Each scholar shall be entitled to:</p> <ol style="list-style-type: none"> <li>1. free skills training;</li> <li>2. free assessment;</li> <li>3. entrepreneurship training;</li> <li>4. training support fund (TSF) of Php100.00 per training day attended; and</li> <li>5. starter toolkits, if applicable.</li> </ol> <p><b>III. Availment of Scholarship</b></p> <p>The beneficiaries may avail only once in any of the skills training under this program. However, they can still avail of other scholarship programs (TWSP, STEP &amp; PESFA), and vice versa.</p> <p><b>IV. Implementation Arrangements</b></p> <ol style="list-style-type: none"> <li>1. The National Commission on Indigenous Peoples (NCIP) and Department of National Defense (DND) (AFP/PNP) shall recommend the community/ies and/or beneficiaries of this program for consideration by the TESDA Provincial Offices (POs). The POs shall coordinate with the DND for the identification of rebel returnee-beneficiaries;</li> <li>2. The NCIP and DND (AFP Commanders of Major Unit Services/PNP Regional Director) shall ensure that the recommended beneficiaries have their valid identification cards to facilitate the payment of the TSF;</li> <li>3. The SMO-CLGUS shall prepare the corresponding Certificates of Scholarship Commitment (CoSC);</li> <li>4. The NCIP and AFP/PNP shall facilitate the accomplishment/filling-up of the Walk-in Scholarship Application (WSA) Form 0032017 and likewise submit the accomplished form to POs. The POs shall encode the profile/data of the beneficiaries in the Centralized Database System (T2MIS) for profiling purposes;</li> <li>5. Based on the development needs of communities and ancestral domains (e.g., skills training court via training cum production) or training needs of the rebel returnees, the POs shall prepare and submit the Qualification Maps (QMs) (<b>Annex B</b>) for approval by the Regional Director (RD);</li> <li>6. The Regional Offices (ROs) shall issue to POs the Scholarships Grant Certificates (SGCs) based on the approved QMs;</li> </ol>		

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<p>7. The POs shall be responsible for the implementation, monitoring, evaluation and appropriate disbursement of funds for this program;</p> <p>8. The RO/POs shall ensure that the beneficiaries/graduates shall be assessed for qualifications with assessment instruments; and</p> <p>9. The ODDG for TESD Operations, in close collaboration with the NCIP, DND (AFP/PNP) and other concerned agencies, shall ensure the successful implementation of this program including the provision of post-training assistance in the form of job placement support through the Jobs Linkaging and Networking Services (JoLINS) of the respective TVET providers.</p> <p><b>V. Implementation Mechanics</b></p> <p>1. This program shall offer the TVET Qualifications identified in Annex A;</p> <p>2. The skills trainings in this program shall be implemented through any of the following delivery modes: mobile training, community-based training, institution-based training or blended training; and</p> <p>3. To address the other training needs of IPs and/or rebel returnees that cannot be met through programs registered under the WTR, the POs shall encourage training providers to register NTR programs.</p> <p><b>VI. Administrative and Financial Procedures</b></p> <p><b>1. Release of Funds</b></p> <p>a. A corresponding Sub-ARO and Notice of Transfer of Allocation (NTA) shall be released based on the approved QMs; and</p> <p>b. NTA shall be released to ROs for downloading of the Cash Allocation/s and consequently RO to release to PO concerned the appropriate amount.</p> <p><b>2. Payment of Training &amp; Assessment Costs and Entrepreneurship</b></p> <p>a. POs shall adhere to the salient/relevant provisions of the TESDA Circular No. 3, s. 2018 in the payment of training &amp; assessment costs and entrepreneurship.</p> <p><b>3. Payment of Training Support Fund (TSF):</b></p> <p>a. The payment of TSF, computed at One Hundred Pesos (P100.00) per training day attended, shall be released by the concerned POs directly to the scholars (or his/her representative/s authorized under a Special Power of Attorney executed by the scholars), on a weekly basis;</p> <p>b. The POs shall release the TSF, covering 1<sup>st</sup> week of training, upon submission of MIS-03-02 (Enrollment Report) and duly accomplished attendance sheet; and</p> <p>c. Subsequent payments shall correspond to the actual number of days of attendance in the succeeding weeks and upon submission of the duly accomplished attendance sheet.</p> <p><b>4. Purchase of Starter Toolkits</b></p> <p>a. The technical specifications of toolkits shall be standardized at the National Level through SMO-CLGUS in collaboration with Procurement Division, AS;</p>		

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- b. The ROs shall be responsible in the procurement of the necessary starter toolkits for each qualification; and
- c. The ROs/POs, insofar as practicable shall release the toolkits to the scholars during the training program. Acceptance/Receipt by the trainee of the starter toolkit shall be supported by an Acknowledgment Receipt (**Annex C**) noted by the concerned Provincial Director.

## VII. Monitoring and Evaluation

The ODDG for TESDO shall be responsible for the overall coordination, implementation, monitoring, evaluation, and reporting of this program.

Unless otherwise specified herein, this program shall be implemented consistent with other salient provisions of the TESDA Circular No. 3, s. 2018.

This Circular takes effect as indicated.

  
**GULING "GENE" A. MAMONDIONG**  
Director General/Secretary

## Technical Education and Skills Development Authority

**Empowering Indigenous Peoples and Cultural Communities through TVET and Reintegration Training for Rebel Returnees (Special Skills Training Program)**

## TVET Qualifications Schedule of Cost

## A.) With Starter Toolkits

Sector	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Training Allowance (PhP)	Entrepreneurship (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
Agriculture	Animal Production (Poultry-Chicken) NC II	256	32	10,000.00	3,200.00	800.00	300.00	14,300.00
	Animal Production (Swine) NC II	336	42	10,000.00	4,200.00	800.00	400.00	15,400.00
	Animal Production (Ruminants) NC II	336	42	10,000.00	4,200.00	800.00	800.00	15,800.00
	Raise Organic Chicken (Leading to Organic Agriculture Production NC II)	72	9	2,000.00	900.00	800.00	500.00	4,200.00
	Produce Organic Vegetable (Leading to Organic Agriculture Production NC II)	64	8	1,600.00	800.00	800.00	500.00	3,700.00
	Produce Organic Concoction and Extracts (Leading to Organic Agriculture Production NC II)	64	8	1,600.00	800.00	800.00	500.00	3,700.00
Automotive	Perform Diesel Engine Tune up (Leading to Automotive Servicing NC I)	160	20	2,000.00	2,000.00	800.00	325.00	5,125.00
	Perform Gas Engine Tune Up (Leading to Automotive Servicing NC I)	160	20	2,000.00	2,000.00	800.00	335.00	5,135.00
	Service Underchassis Components (Leading to Automotive Servicing NC II)	80	10	900.00	1,000.00	800.00	300.00	3,000.00
	Service Engine Components (Leading to Automotive Servicing NC II)	96	12	1,000.00	1,200.00	800.00	305.00	3,305.00
	Service Automotive Electrical Components (Leading to Automotive Servicing NC II)	232	29	2,000.00	2,900.00	800.00	300.00	6,000.00
	Service Power Train Components (Leading to Automotive Servicing NC II)	112	14	1,100.00	1,400.00	800.00	550.00	3,850.00
	Service Motorcycle/Small engine System (Leading to Motorcycle/Small Engine Servicing NC II)	144	18	2,200.00	1,800.00	800.00	350.00	5,150.00
	Service Electrical System (Leading to Motorcycle/Small Engine Servicing NC II)	94	12	1,300.00	1,200.00	800.00	350.00	3,650.00
	Overhaul Motorcycle/Small engine (Leading to Motorcycle/Small Engine Servicing NC II)	248	31	4,000.00	3,100.00	800.00	350.00	8,250.00
	Construction	Carpentry NC II	192	24	7,000.00	2,400.00	800.00	500.00
Electrical Installation and Maintenance NC II		220	28	5,000.00	2,800.00	800.00	1,250.00	9,850.00
Masonry NC I		128	16	5,000.00	1,600.00	800.00	500.00	7,900.00
Plaster Concrete/Masonry Surface (Leading to Masonry NC II)		160	20	2,500.00	2,000.00	800.00	500.00	5,800.00
Install Pre-cast Balusters and Handrail (Leading to Masonry NC II)		80	10	1,000.00	1,000.00	800.00	500.00	3,300.00
Pipefitting NC II		232	29	5,000.00	2,900.00	800.00	500.00	9,200.00

Sector	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Training Allowance (PhP)	Entrepreneurship (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
Construction	Perform Multiple Plumbing Installation and Repair Maintenance Works (Leading to Plumbing NC II)	168	21	7,000.00	2,100.00	800.00	700.00	10,600.00
	Construction Painting NC II	208	26	5,500.00	2,600.00	800.00	700.00	9,600.00
	Tile Setting NC II	112	14	6,000.00	1,400.00	800.00	500.00	8,700.00
Heating, Ventilation, Airconditioning and Refrigeration	RAC Servicing (Dom/RAC) NC II	264	33	10,000.00	3,300.00	800.00	500.00	14,600.00
Metals and Engineering	Shielded Metal Arc Welding (SMAW) NC I	292	37	10,000.00	3,700.00	800.00	1,580.00	16,080.00
Semi-conductor and Electronics	Assemble Electronics Products (Leading to EPAS NC II)	104	13	2,000.00	1,300.00	800.00	485.00	4,585.00
	Service Consumer Electronic Products and Systems (Leading to EPAS NC II)	120	15	3,000.00	1,500.00	800.00	470.00	5,770.00
	Service Industrial Electronic Modules, Products and Systems (Leading to EPAS NC II)	120	15	3,000.00	1,500.00	800.00	510.00	5,810.00
Furniture and Fixtures	Furniture Making (Finishing) NC II	240	30	5,000.00	3,000.00	800.00	500.00	9,300.00
Garments and Textile	Dressmaking NC II	280	35	3,500.00	3,500.00	800.00	420.00	8,220.00
	Tailoring NC II	280	35	3,500.00	3,500.00	800.00	400.00	8,200.00
Health, Social and Other Community Development Services	Hilot (Wellness Massage) NC II	144	18	5,000.00	1,800.00	800.00	500.00	8,100.00
	Perform Manicure and Pedicure [Leading to Beauty Care NC II/Beauty Care Services (Nail Care) NC II]	160	20	2,740.00	2,000.00	800.00	200.00	5,740.00
	Perform Hand Spa [Leading to Beauty Care NC II/Beauty Care Services (Nail Care) NC II]	192	24	2,000.00	2,400.00	800.00	300.00	5,500.00
	Perform Body Massage (Leading to Beauty Care NC II)	192	24	2,000.00	2,400.00	800.00	300.00	5,500.00
	Perform Body Scrub (Leading to Beauty Care NC II)	192	24	2,500.00	2,400.00	800.00	400.00	6,100.00
	Perform Facial Treatment (Leading to Beauty Care NC II)	144	18	2,000.00	1,800.00	800.00	500.00	5,100.00
	Perform Foot Spa [Leading to Beauty Care NC II/Beauty Care Services (Nail Care) NC II]	192	24	2,000.00	2,400.00	800.00	300.00	5,500.00
	Perform Facial Make-up (Leading to Beauty Care NC II)	160	20	2,000.00	2,000.00	800.00	500.00	5,300.00
	Perform Hair Coloring/Bleaching Services (Leading to Hairdressing NC II)	240	30	2,000.00	3,000.00	800.00	500.00	6,300.00
	Perform Hair Perming/Straightening (Leading to Hairdressing NC II)	200	25	2,000.00	2,500.00	800.00	500.00	5,800.00
	Perform Hair Cutting Services (Leading to Hairdressing NC II)	224	28	2,000.00	2,800.00	800.00	500.00	6,100.00
	Tourism	Bread Making (Leading to Bread and Pastry Production NC II)	80	10	3,500.00	1,000.00	800.00	250.00
Pastry Making (Leading to Bread and Pastry Production NC II)		80	10	3,500.00	1,000.00	800.00	250.00	5,550.00
Cake Making (Leading to Bread and Pastry Production NC II)		80	10	3,500.00	1,000.00	800.00	250.00	5,550.00
Prepare and Cook Hot Meals (Leading to Cookery NC II)		224	28	4,600.00	2,800.00	800.00	500.00	8,700.00

Sector	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Training Allowance (PhP)	Entrepreneurship (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
Tourism	Prepare Cold Meals (Leading to Cookery NC II)	128	16	3,400.00	1,600.00	800.00	500.00	6,300.00
Process Food and Beverages	Process Food by Salting, Curing and Smoking (Leading to Food Processing NC II)	80	10	1,000.00	1,000.00	800.00	300.00	3,100.00
	Process Food by Fermentation and Pickling (Leading to Food Processing NC II)	96	12	1,000.00	1,200.00	800.00	200.00	3,200.00
	Process Food by Sugar Concentration (Leading to Food Processing NC II)	96	12	1,000.00	1,200.00	800.00	200.00	3,200.00
Utilities	Service Consumer Electronic Products and Systems (Assembly of Solar Nightlight and Post Lamp)	64	8	5,000.00	800.00	800.00	470.00	7,070.00

**B.) Without Starter Toolkits**

Sector	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Training Allowance (PhP)	Entrepreneurship (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
Agriculture	Agricultural Crops Production NC I	302	38	8,000.00	3,775.00	800.00	300.00	12,875.00
	Agricultural Crops Production NC II	336	42	10,000.00	4,200.00	800.00	500.00	15,500.00
	Agricultural Crops Production NC III	445	56	8,000.00	5,562.50	800.00	400.00	14,762.50
	Animal Production (Poultry-Chicken) NC II	226	29	10,000.00	2,900.00	800.00	300.00	14,000.00
	Animal Production (Ruminants) NC II	306	38	10,000.00	3,825.00	800.00	800.00	15,425.00
	Animal Production (Swine) NC II	306	38	10,000.00	3,825.00	800.00	400.00	15,025.00
	Application of Science and Technology to Natural Farming and Organic Agriculture Systems	500	63	21,600.00	6,250.00	800.00		28,650.00
	Apply Bio-Control Measures (Leading to Pest Management (Vegetables) NC II)	52	7	1,300.00	650.00	800.00		2,750.00
	Apply Cultural Management Strategies (Leading to Pest Management (Vegetables) NC II)	64	8	1,600.00	800.00	800.00		3,200.00
	Apply Physical Control Measures (Leading to Pest Management (Vegetables) NC II)	52	7	1,300.00	650.00	800.00		2,750.00
	Aquaculture NC II	1,276	160	10,000.00	15,950.00	800.00	350.00	27,100.00
	Brood and Grow Chicks (Leading to Animal Production (Poultry-Chicken) NC II)	236	30	10,400.00	2,950.00	800.00		14,150.00
	Conduct Field Assessment (Leading to Pest Management (Vegetables) NC II)	40	5	1,000.00	500.00	800.00		2,300.00
	Control Weeds (Leading to Agricultural Crops Production NC III)	44	6	2,100.00	550.00	800.00		3,450.00
	Coordinate Horticultural Crop Harvesting (Leading to Horticulture NC III)	70	9	1,300.00	875.00	800.00		2,975.00
	Coordinate Horticultural Maintenance Program (Leading to Horticulture NC III)	70	9	1,300.00	875.00	800.00		2,975.00
	Corn Production	88	11	2,600.00	1,100.00	800.00		4,500.00
	Edible Landscaping with Farm Branding	48	6	1,800.00	600.00	800.00		3,200.00

Sector	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Training Allowance (PhP)	Entrepreneurship (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
Agriculture	Establish Agronomics Crops (Leading to Agricultural Crops Production NC III)	52	7	900.00	650.00	800.00		2,350.00
	Establish Horticultural Maintenance Program (Leading to Horticulture NC III)	36	5	600.00	450.00	800.00		1,850.00
	Handle Breeders (Leading to Animal Production (Swine) NC II)	236	30	7,700.00	2,950.00	800.00		11,450.00
	Horticulture NC III	445	56	8,000.00	5,562.50	800.00	300.00	14,662.50
	Implement Plant Nutrition Program (Leading to Agricultural Crops Production NC III)	44	6	2,100.00	550.00	800.00		3,450.00
	Implement Post-Harvest Program (Leading to Agricultural Crops Production NC III)	44	6	800.00	550.00	800.00		2,150.00
	Keep Records for Farm Business (Leading to Agricultural Crops Production NC III)	36	5	600.00	450.00	800.00		1,850.00
	Maintain and Monitor Environment Work Practices (Leading to Horticulture NC III)	70	9	1,300.00	875.00	800.00		2,975.00
	Maintain Houseing, Farm Implements and Sorrounding Area (Leading to Animal Production (Ruminants) NC II)	42	5	1,400.00	525.00	800.00		2,725.00
	Maintain Poultry house (Leading to Animal Production (Poultry-Chicken) NC II)	70	9	2,100.00	875.00	800.00		3,775.00
	Mechanized Farming for Multi Corp Production	104	13	2,900.00	1,300.00	800.00		5,000.00
	Monitor results of Pest Management Activities and Provide Feedback (Leading to Pest Management (Vegetables) NC II)	52	7	1,300.00	650.00	800.00		2,750.00
	Mushroom Production and Processing	32	4	1,000.00	400.00	800.00		2,200.00
	Oil Palm Production	128	16	3,800.00	1,600.00	800.00		6,200.00
	Organic Agriculture Production NC II	232	29	10,000.00	2,900.00	800.00	500.00	14,200.00
	Organic Arabica Coffee Production	232	29	6,900.00	2,900.00	800.00		10,600.00
	Organic Rice Production	96	12	2,900.00	1,200.00	800.00		4,900.00
	Oyster Mushroom Production with Farm Branding	48	6	1,400.00	600.00	800.00		2,800.00
	Perform Breeding of Ruminants (Leading to Animal Production (Ruminants) NC II)	62	8	2,000.00	775.00	800.00		3,575.00
	Perform pre-lay and lay activities (Leading to Animal Production (Poultry-Chicken) NC II)	70	9	2,100.00	875.00	800.00		3,775.00
	Pest Management (Vegetables) NC II	312	39	8,000.00	3,900.00	800.00		12,700.00
	Plant crops (Leading to Agricultural Crops Production NC II)	52	7	2,100.00	650.00	800.00		3,550.00
	Prepare Land for Agricultural Crop Production (Leading to Agricultural Crop Production NC III)	52	7	900.00	650.00	800.00		2,350.00
	Produce Fertilizer (Leading to Organic Agriculture Production NC II)	18	2	800.00	225.00	800.00		1,825.00

Sector	TVET Qualification Title	No. of Training Hours	No. of Training Days	Training Cost (PhP)	Training Allowance (PhP)	Entrepreneurship (PhP)	Assessment Fee (PhP)	Per Capita Cost (PhP)
Agriculture	Produce Organic Concoction and Extracts (Leading to Organic Agriculture Production NC II)	64	8	3,400.00	800.00	800.00	500.00	5,500.00
	Produce Organic Fertilizer (Leading to Organic Agriculture Production NC II)	64	8	800.00	800.00	800.00		2,400.00
	Produce Organic Vegetable (Ampalaya)	96	12	4,100.00	1,200.00	800.00		6,100.00
	Produce Organic Vegetable (Leading to Organic Agriculture Production NC II)	64	8	3,400.00	800.00	800.00	500.00	5,500.00
	Produce Variuos Concoctions (Leading to Organic Agriculture Production NC II)	24	3	1,000.00	300.00	800.00		2,100.00
	Provide Forage (Leading to Animal Production (Ruminants) NC II)	52	7	1,700.00	650.00	800.00		3,150.00
	Raise Dairy Animals (Leading to Animal Production (Ruminants) NC II)	236	30	7,700.00	2,950.00	800.00		11,450.00
	Raise Meat Type Animals (Leading to Organic Agriculture Production NC II)	42	5	1,400.00	525.00	800.00		2,725.00
	Raise Organic Chicken (Leading to Organic Agriculture Production NC II)	72	9	3,400.00	900.00	800.00	500.00	5,600.00
	Raise Organic Hogs (Leading to Organic Agriculture Production NC II)	80	10	3,400.00	1,000.00	800.00		5,200.00
	Raise Organic Small Ruminants (Leading to Organic Agriculture Production NC II)	64	8	1,300.00	800.00	800.00		2,900.00
	Rice Machinery Operations NC II	232	29	8,000.00	2,900.00	800.00	500.00	12,200.00
	Support Agronomic Crop Work (Leading to Agricultural Crop Production NC I)	72	9	1,900.00	900.00	800.00		3,600.00
	Support Horticultural Crop Work (Leading to Agricultural Crops Production NC I)	72	9	1,900.00	900.00	800.00		3,600.00
	Support Nursery Work (Leading to Agricultural Crop Production NC I)	54	7	1,400.00	675.00	800.00		2,875.00
	Support Nursery Work (Leading to Agricultural Crops Production NC I)	72	9	2,100.00	900.00	800.00		3,800.00
	Undertake Agronomic Crop Harvesting Activities (Leading to Agricultural Crops Production NC III)	36	5	600.00	450.00	800.00		1,850.00
	Undertake Agronomic Crop Maintenance Activities (Leading to Agricultural Crops Production NC III)	40	5	700.00	500.00	800.00		2,000.00
	Undertake Field Budding and Grafting (Leading to Horticulture NC III)	70	9	1,300.00	875.00	800.00		2,975.00
	Undertake Propagation Activities (Leading to Horticulture NC III)	70	9	1,300.00	875.00	800.00		2,975.00



Technical Education and Skills Development Authority  
 CY 2018 Training for Work Scholarship Program (TWSP)  
 Empowering Indigenous Peoples and Cultural Communities through TVET (Special Skills Training Program)  
**QUALIFICATION MAP (QM)**

QM Number: Ex.: TWSP-QM-2018-0128-0001

(to be filled out by TESDA RO using the prescribed  
 Coding System for Approved QM)

Region: \_\_\_\_\_  
 Province/District: \_\_\_\_\_  
 Name of TVI: \_\_\_\_\_  
 TVI's Complete Address: \_\_\_\_\_  
 TVI's Landline: \_\_\_\_\_

TVI's Cellphone No.: \_\_\_\_\_

TVI's Email Address: \_\_\_\_\_

QM Qualification Code	Scholarship Grant Certificates (SGCs) Serial Number		Qualification Title/ Cluster of Competency	CTPR No.	Name of Trainer	NTTC for WTR Programs/TWC for WTR Programs Number	No. of Slots (per Date)	Indicative Date of Training & Assessment			COSTING						TOTAL AMOUNT					Remarks	
	From	To						Start	End	Date of Assessment	Training Cost (PHP)	Assessment Fee (PHP)	Entrepreneurship Fee (PHP)	Training Support Fund (PHP)	Toolkits (PHP)	Per Capita Cost (PHP)	Total Training Cost (PHP)	Total Assessment Fee (PHP)	Total Entrepreneurship Fee (PHP)	Total Training Support Fund (PHP)	Total Toolkits (PHP)		Total Amount (PHP)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)	(17=12+13+14+15+16)	(18=12*8)	(19=13*8)	(20=14*8)	(21=15*8)	(22=16*8)	(23=17+18+19+20+21)	(24)
TWSP-QM-2018-0128-0001-1																							
TWSP-QM-2018-0128-0001-2																							
TWSP-QM-2018-0128-0001-3																							
TWSP-QM-2018-0128-0001-4																							
TWSP-QM-2018-0128-0001-5																							
<b>TOTAL:</b>																							

Submitted by:  
 \_\_\_\_\_  
 School Administrator

Recommended by:  
 \_\_\_\_\_  
 Provincial Director

Approved by:  
 \_\_\_\_\_  
 Regional Director

## ACKNOWLEDGEMENT RECEIPT (Starter Toolkit)

I, \_\_\_\_\_, of \_\_\_\_\_  
(name of trainee) (address)

and a trainee of \_\_\_\_\_ in \_\_\_\_\_  
(school/training provider) (qualification/program)

which I attended on \_\_\_\_\_ hereby acknowledge receipt of the following  
starter toolkits issued by \_\_\_\_\_, as follows:  
(TESDA Provincial/District Office)

List	Item	Quantity
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

\_\_\_\_\_  
Signature Over Printed Name of Trainee

\_\_\_\_\_  
Date of Receipt of Starter Toolkit

\_\_\_\_\_  
Contact Number/Email Address of Trainee

**Noted by:**

\_\_\_\_\_  
Signature Over Printed Name of Provincial Director