



Republic of the Philippines
QUEZON CITY COUNCIL
Quezon City
20th City Council

PO20CC-528

88th Regular Session

ORDINANCE NO. SP- **2856**, S-2019

AN ORDINANCE ESTABLISHING TESDA-ACCREDITED LOCAL COMPETENCY ASSESSMENT CENTERS SUBJECT TO ALL LEGAL AND EXISTING RULES AND REGULATIONS AND PROVIDING FUNDS THEREFOR AND FOR OTHER PURPOSES.

Introduced by Councilor JULIENNE ALYSON RAE V. MEDALLA.

Co-Introduced by Councilors Lena Marie P. Juico, Elizabeth A. Delarmente, Victor V. Ferrer, Jr., Oliviere T. Belmonte, Alexis R. Herrera, Ramon P. Medalla, Ranulfo Z. Ludovica, Kate Abigael G. Coseteng, Franz S. Pumaren, Eufemio C. Lagumbay, Marvin C. Rillo, Raquel S. Malañgen, Marra C. Suntay, Hero Clarence M. Bautista, Jose A. Visaya, Karl Edgar C. Castelo, Godofredo T. Liban II, Allan Butch T. Francisco, Melencio "Bobby" T. Castelo, Jr., Rogelio "Roger" P. Juan, Diorella Maria G. Sotto, Donato C. Matias, Eric Z. Medina, and Noe Lorenzo B. Dela Fuente III.

WHEREAS, Section 16 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare;

WHEREAS, Section 129 of the same Code provides that local government units have the power to create its own sources of revenue and to levy taxes, fees, and charges consistent with the basic policy of local autonomy;

WHEREAS, Republic Act No. 10533 or the Enhanced Basic Education Act of 2013 covers college preparation, vocational and technical career opportunities as well as creative arts, sports and entrepreneurial employment;

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WHEREAS, the integration of technical vocational education in the implementation of R.A. No. 10533 has broadened the goals of basic education as well as the role and participation of Technical Vocational Institutions;

WHEREAS, the Technical Education and Skills Development Authority (TESDA), the government agency tasked to manage and supervise technical education and skills development in the Philippines, through its network of accredited centers, assesses and certifies mid-level skilled workers based on the Philippine TVET Qualification and Certification System (PTQCS);

WHEREAS, under the K to 12 program, students have the opportunity to gain technical-vocational skills/competencies based on industry standards and once assessed and found eligible, earn a national certification valued by the industry for employment;

WHEREAS, with the shared belief that education and skills are one of the fundamental factors for the growth of the economy and with the objectives of providing assistance to our public high school learners and contribute to the development of a competent skilled workforce, this ordinance institutionalizes the establishment of TESDA-accredited and city-operated competency assessment centers.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:

SECTION 1. ESTABLISHMENT. - There is hereby established a TESDA-accredited Competency Assessment Centers supervised under the Office of the City Mayor and managed by the Schools Division Office - Quezon City.


SECTION 2. COMPETENCY ASSESSMENT CENTERS. - Competency Assessment Centers under the Office of the City Mayor shall be school-based or stand-alone facilities accredited by TESDA to assess and certify an individual's skills, knowledge, attitude and work values relative to a unit or cluster of units of competency prescribed by the industry and contained in a promulgated Training Regulation.

SECTION 3. COMPETENCY ASSESSMENT COMMITTEE. - There is hereby created a Competency Assessment Committee composed of the following members:











- i. *The City Mayor* - Chairperson
- ii. *Superintendent, Schools Division Office* - Vice
Chairperson
- iii. *City Councilor, Committee on Education* - Member
- iv. *Focal Person from the Schools
Division Office assigned by the Superintendent* - Member
- v. *Treasurer's Office* - Member
- vi. *Local Economic Investment Promotions Office* - Member
- vii. *Scholarship and Youth Development Program* - Member
- viii. *Local School Board Secretariat* - Member
- ix. *Competency Assessment Center Supervisor* - Member
- x. *Center Managers* - Member
- xi. *Public Employment Service Office* - Member
- xii. *Representative from TESDA* - Member

**SECTION 4. DUTIES AND RESPONSIBILITIES OF THE
COMPETENCY ASSESSMENT COMMITTEE.**

- i. *Establish the Implementing Rules and Regulations of this Ordinance;*
- ii. *Formulate a standard manual of operations for all Competency Assessment Centers in accordance with the TESDA Operations Manual for Assessment Centers;*
- iii. *Ensure that the policy and guidelines in its standard manual of operations are strictly followed and implemented;*
- iv. *Monitor the effective and efficient operation of Competency Assessment Centers;*
- v. *Determine the relevant operating expenses of Competency Assessment Centers;*

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- vi. Ensure that the programs and service of Competency Assessment Centers are attuned and aligned with the City's thrusts and responsive to market needs locally and overseas;
- vii. Identify reasonable standard assessment fees and charges for Quezon City LGU managed Competency Assessment Centers based on the lists of fees promulgated by the TESDA Board; and
- viii. Collaborate with national agencies, non-government organizations and private sector for improvement of programs and expansion of services.

SECTION 5. STAFFING PATTERN. To fulfill its functions, each Center shall employ the following regular plantilla personnel.

OVERALL SUPERVISION OF ALL COMPETENCY ASSESSMENT CENTERS			
No. of Position	Position	SG	Qualifications
1	Administrative Officer IV	22	Bachelor's Degree; 3 years of relevant experience; 16 hrs. of relevant training; Career Service (Professional)/ Second Level eligibility

PLANTILLA PERSONNEL FOR EACH COMPETENCY ASSESSMENT CENTER			
No. of Positions per Center	Position	SG	Qualifications
1	Administrative Officer III	18	Bachelor's degree; 2 years of relevant experience; 8 hours of relevant training; Career Service (Professional); Second Level Eligibility
1	Administrative Assistant III	9	Completion of 2 years' college studies; 1 year of relevant experience, 4 hours of relevant training; Career Service (Sub-Professional); First Level Eligibility

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1	Administrative Assistant II	8	Completion of 2 years college studies; 1 year of relevant experience, 4 hours of relevant training; Career Service (Sub-Professional); First Level Eligibility
1	Administrative Aide VI	6	Completion of 2 years college studies or high school graduate with relevant vocational/trade course; 1 year of relevant experience, 4 hours of relevant training; Career Service (Sub-Professional); First Level Eligibility
1	Cashier I	10	Bachelor's degree; 1 year of relevant experience; 4 hours of relevant training; Career Service (Professional); Second Level Eligibility
1	Administrative Aide III	3	Must be able to read and write; (None required; None required; None required) (MC 11, s.1996 - Cat. III)

SECTION 6. SCHOOL-BASED COMPETENCY ASSESSMENT CENTER. – Public school principals may in concurrent capacity serve as Center Managers of school-based Competency Assessment Centers provided that he/she is qualified. Otherwise, the Competency Assessment Committee shall designate a Center Manager. Public school principals serving as Center Managers shall be compensated in the form of a monthly honorarium to be determined by the committee and subject to existing rules and regulations.

SECTION 7. ASSESSMENT FEE. – Competency Assessment Centers as defined in this Ordinance may, collect assessment fees approved by the Competency Assessment Committee. Assessment fees shall be based on the promulgated fees by TESDA Board plus an amount to cover operating expenses.

SECTION 8. EXEMPTIONS AND DISCOUNTS. – The City Mayor is authorized to establish a program that will grant discounts and/or subsidies to Quezon City public school learners and to marginalized residents of the City.

SECTION 9. PAYMENT. – Prior to the conduct of assessments, payment shall be made through any of the following available options:

- i. the Competency Assessment Center Cashier;
- ii. the Quezon City Treasurer's Office:

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- iii. designated satellite cashier offices of the City Treasurer's Office; and
- iv. other payment platform and facilities authorized by the Quezon City government.

SECTION 10. CREATION OF THE QUEZON CITY COMPETENCY ASSESSMENT CENTER TRUST FUND. - There is hereby created a Competency Assessment Center Trust Fund to be created and maintained by the Treasury and Accounting Departments. All charges, fees and other income received from the management and operation of the Competency Assessment Centers shall be remitted to and deposited by the City Treasurer in the trust fund. Moreover, all donations received by the Quezon City Government intended for the development and operation of the Competency Assessment Centers shall also be deposited by the City Treasurer in the said account.

SECTION 11. DISPOSITION OF THE QUEZON CITY COMPETENCY ASSESSMENT CENTER TRUST FUND. - The management and disposition of the trust fund shall be governed by the following:

- i. The disbursement and liquidation of the trust fund shall be in accordance with pertinent government accounting and auditing rules and regulations as audited by the local COA auditors;
- ii. The trust fund shall be reserved exclusively and strictly for the Quezon City Competency Assessment Centers' expenses enumerated below:
 - a. Center rehabilitation and improvements;
 - b. Operations and Maintenance;
 - c. Petty Cash Fund;
 - d. Cost of supplies and materials; and
 - e. Program and project development and implementation related to the provision of assessment services.

SECTION 12. IMPLEMENTING RULES AND REGULATIONS. - The Schools Division Office - Quezon City shall spearhead the formulation of the implementing rules and regulations of this Ordinance within sixty (60) days from its approval.

SECTION 13. APPROPRIATION. - The amount necessary for the implementation of this Ordinance including the establishment and maintenance of the Center shall be allocated from the Special Education Funds of Quezon City or from any available funds of the City.

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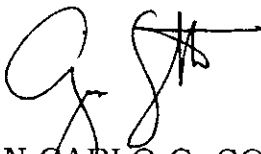
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SECTION 14. SEPARABILITY CLAUSE. -- If, for any reason, any part or provision of this Ordinance is held unconstitutional or invalid, other parts or provisions hereof which are not affected thereby, shall continue to be in full force and effect.

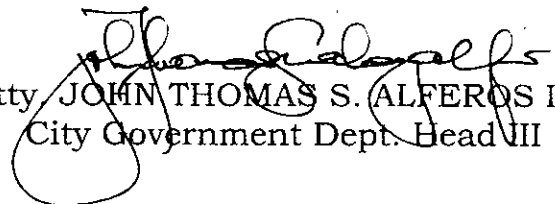
SECTION 15. REPEALING CLAUSE. -- All ordinances, resolutions, executive orders, memorandum circulars, rules and regulations or parts thereof, which are inconsistent with any provision of this Ordinance, are hereby repealed or modified accordingly.

SECTION 16. EFFECTIVITY CLAUSE. -- This Ordinance shall take effect immediately upon its approval.

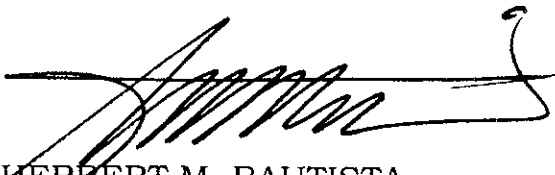
ENACTED: June 3, 2019.


GIAN CARLO G. SOTTO
City Councilor
Acting Presiding Officer

ATTESTED:

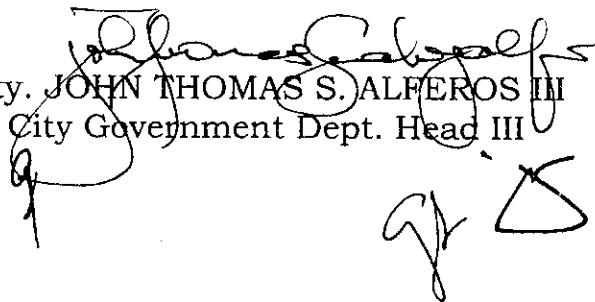

Atty. JOHN THOMAS S. ALFEROS III
City Government Dept. Head III

APPROVED: 27 JUN 2019


HERBERT M. BAUTISTA
City Mayor

CERTIFICATION

This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on June 3, 2019 and was PASSED on Third/Final Reading on June 17, 2019.


Atty. JOHN THOMAS S. ALFEROS III
City Government Dept. Head III