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AN ORDINANCE ESTABLISHING THE TUGUEGARAO CITY TRAINING AND ASSESSMENT CENTER (TCTAC) AND PROVIDING FUNDS THEREFOR AND FOR OTHER PURPOSES

Introduced by: **Hon. Jude T. Bayona**

Co-introduced by: **Hon. Rosauro Rodrigo G. Resuello**
Hon. Maria Rosario B. Soriano
Hon. Ronaldo S. Ortiz
Hon. Marc Aldous C. Baccay
Hon. Karina G. Viernes
Hon. Dennis Ryan G. Avila
Hon. Tirso V. Mangada
Hon. Cerene Pearl T. Quilang
Hon. Anthony C. Tuddao

WHEREAS, Article XIV, Section 1 of the 1987 Philippine Constitution provides that the state shall protect and promote the right of all citizens to quality education at all levels, and shall take appropriate steps to make such education accessible to all;

WHEREAS, Section 2 (5) of the same article further provides that the State shall provide adult citizens, the disabled, and out -of-school youth with training in civics, vocational efficiency, and other skills;

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

WHEREAS, the integration of technical-vocational education in the implementation of R.A 10533 has broadened the goals of basic education and strengthened the role and participation of Technical-Vocational Institutions;

WHEREAS, the Local Government Unit of Tuguegarao City believes that education and skills are essential in developing a competent and skilled workforce;

WHEREAS, it is also a fact that due to limited resources, a significant number of residents in the city are forced to stop enhancing their knowledge and skills because there is no government operated-technical and vocational school within the territorial jurisdiction of the city;

WHEREAS, Section of 458 (5) (x) of Republic Act No. 7160 otherwise known as the Local Government Code of 1991 provides that, "subject to the availability of funds and to existing laws, rules and regulations, establish and provide for operation of the vocational and technical schools and similar post-secondary institution and, with the approval of the Department of Education, Culture and Sports or the Technical Education and Skills Development Authority (TESDA), fix and collect reasonable fees and other school charges in educational institutions supported by the city government;"

WHEREAS, this ordinance aims to establish a TESDA accredited, LGU-operated Training and Assessment Center in the city;

BE IT ORDAINED by the Sangguniang Panlungsod of Tuguegarao City, in session assembled that:

SECTION 1. Title - This Ordinance shall be known and cited as ***"TUGUEGARAO CITY TRAINING AND ASSESSMENT CENTER (TCTAC)."***

SECTION 2. Objectives and Goals - The primordial goal of establishing an Tuguegarao City Training and Assessment Center is to provide skills training that will generate livelihood opportunities for the marginalized sectors, men, women, youth, senior citizens and persons with disabilities in order to prepare them to engage in gainful employment and/or entrepreneurship, and to enhance their quality of life by expanding their capacities for economic productivity and increase their income potentials. Further, it also aims to support the poverty reduction programs in the city.

TITLE I

TUGUEGARAO CITY TRAINING AND ASSESSMENT CENTER

SECTION 3. Powers and Functions of the Center – Tuguegarao City Training and Assessment Center shall:

a. Provide technical-vocational trainings;
b. Adopt a continuing manpower development program and modern technology to update knowledge and skills;
c. Conduct a continuous study, research, training development and evaluation of various courses and seminars by tapping governmental agencies and private sectors that are involved in socio-economic development programs geared to uplift the general welfare of the people;
d. Develop its capability to devise and formulate training curricula and training designs;
e. Develop its own capacity as a resource center for technical vocational and skills training by developing-in-house trainers to provide training services;
f. Coordinate and orchestrate the conduct of technical vocational, livelihood and skills training independently or in partnership with national government agencies or/ private sectors;
g. Recommend imposition of fees or charges to cover the expenses of trainings, seminars, workshops, and short courses to the Sangguniang Panlungsod for its approval except those programs, trainings, seminars, workshops or short courses which the City Government expressly exempts payment of fees or charges;
h. Conduct competency assessment
i. Issue training certificates after completion of the trainings, seminars or workshops.
j. Tuguegarao City Training and Assessment Center 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 4. HUMAN RESOURCES

The creation of the Tuguegarao City Training and Assessment Center necessitates qualified human resources such trainers, instructors, and administrative staff whose competence and professional skills meet the demand of the center in its operations.

The following are immediate human resources under the Office of the City Mayor who will manage the center;

1. College Administrator (SG 25)
2. Supervising Administrative Officer (SG 22)
3. Administrative Officer V (SG 18)

4. Registrar II (SG 15)
5. Cashier II (SG 14)
6. Instructors/Trainers (SG 11)
7. Supply Officer 1 (SG 10)
8. Computer Operator II (SG 9)
9. Computer Operator I (SG 7)
10. Clerk III (SG 6)
11. Driver I (SG 3)
12. Utility I (SG 1)
13. Watchman (SG 2)

SECTION 5. Control and Supervision - The control, supervision, management and operation of the Center is vested with the Office of the City Mayor.

SECTION 6. Operation and Maintenance of the Center - the City Government shall appropriate in its CY 2026 Annual Budget (General Fund- Scholarship Program) an initial amount of Two Million Pesos (Php2,000,000.00) and upon the recommendation of the TCTAC Board, the succeeding funds necessary or incidental for the operation, maintenance, management and administration of the Center.

a. Maintenance - The City Government shall ensure that the Center is supported by appropriate network of organizational support systems and mechanisms, including human resource;

b. Supervision - The City Mayor shall have over all supervision over the programs and services offered by the Center and in organizing, strengthening and sustaining it;

c. Human Resource - For the initial operation of the TCTAC, the City Mayor shall appoint/designate the head of the center and the number of staff complement from among LGU employees who have undergone and trained by TESDA to act as trainers. The Head of the center shall manage and oversee the day-to-day operations of the Center.

SECTION 7. Venues - The training venues for the technical- vocational courses shall be at designated buildings owned by the City Government suited to each course being offered.

TITLE II

TCTAC BOARD

SECTION 8. TCTAC Board - The TCTAC Board shall be composed of the following:

i. City Mayor	- Chairperson
ii. SP Committee Chairperson on Education	- Vice Chairperson
iii. City Administrator	- Member
iv. City Budget Officer	- Member
v. Civil Society Organization Rep.	- Member
vi. TCTAC Administrator	- Member
vii. 3 Sectoral/Industrial representative appointed by the City Mayor	- Member
viii. Schools Division-Superintendent	- Member
ix. Technical Education and Skills Development Authority Rep.	- Member

x. Department of Information and Communications Technology Rep. - Member
xi. Department of Trade and Industry Rep. - Member
xii. Department of Trade and Industry Rep. - Member
xiii. Department of Labor and Employment Rep. - Member

SECTION 9. Duties and Responsibilities of the TCTAC Board

i. Establish the implementing rules and regulations of this Ordinance;
ii. Formulate a standard manual of operations of TCTAC;
iii. Identify the technical-vocational courses to be offered based on the available resources of the city, attuned to the needs/demands of the constituents and needs of the industry;
iv. Ensure that the policy and guidelines of the Tuguegarao City Training and Assessment Center (TCTAC) in its standard manual of operations are strictly followed and implemented;
v. Monitor the effective and efficient operation of Competency Assessment Center;
vi. Ensure that the programs and service of Competency Assessment Center are attuned and aligned with the City's thrusts and responsive to market needs locally and overseas;
vii. Identify reasonable standard training fees and charges for Tuguegarao City Government and managed Tuguegarao City Training and Assessment Center (TCTAC) 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 services.

SECTION 10. Fees - The TCTAC shall collect assessment fees based on prevailing issuances and directives of TESDA and shall be reviewed after every two years unless cost of the assessment fees will have a significant impact that might necessitate an earlier review. In keeping with the network demand and priority, the TCTAC shall offer technical-vocational courses attuned to the needs and demands of the constituents.

SECTION 11. Exemptions and Discounts - The Executive Department shall establish a program that will grant discounts and/or subsidies to Tuguegarao City public school learners and to marginalized residents of the City, subject to the approval of the Sangguniang Panlungsod.

SECTION 12. Payment - Prior to the conduct of assessments, payments shall be made thru any of the following available options:

i. The Tuguegarao City Training and Assessment Center (TCTAC) Cashier;
ii. The Tuguegarao City Treasurer's Office;
iii. Designated satellite cashier offices of the City Treasurer's Office.

SECTION 13. Tuguegarao City Training and Assessment Center Trust Fund (TCTACTF) - There is hereby created a Tuguegarao City Training and Assessment Center Trust Fund which shall be maintained by the Treasury and Accounting Departments. All charges, fees and other income realized from the management and operation of the Tuguegarao City Training and Assessment Center, including donations received for the development and operation of the center, shall be kept by the City Treasurer as trust fund of the Center.

SECTION 14. Disposition of the Tuguegarao City Training and 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 the pertinent government accounting and auditing rules and regulations as audited by the resident auditor;

ii. The trust fund shall be reserved exclusively and strictly for the Tuguegarao City Training and Assessment Center's expenses enumerated below:

a. Center rehabilitation and improvements;
b. Operations and maintenance;
c. Cost of supplies, equipment's and materials;
d. Honoraria of Trainors
e. Program and project development and implementation related to the provision of training and assessment services.

SECTION 15. Sustainability Plan: The Tuguegarao City Training and Assessment Center (TCTAC) Cashier Administrator, in coordination with the Office of the City Mayor, shall prepare within a specified period a sustainability plan to ensure the effectiveness and relevance of trainings and programs. The plan shall include provisions for fund allocation, capacity development of teaching and non-teaching staff, and benchmarking activities of Tuguegarao City College.

SECTION 16. Implementing Rules and Regulations - The Office of the City Mayor shall spearhead the formulation of implementing rules and regulations of this Ordinance within ninety (90) days from its approval.

SECTION 17. Appropriations - The Local Finance Committee shall determine the appropriate amount for initial implementation of this Ordinance in the Annual and/or Supplemental Budget, subject to the availability of funds.

SECTION 18. Donations - The Center, through the City Mayor, may receive donations or bequests of property or services which shall be utilized for the implementations of the program, subject to the approval of the City Council.

SECTION 19. Repealing Clause - Any ordinance/s inconsistent herewith are hereby repealed or amended accordingly.

SECTION 20. Separability Clause - If any provision of this Ordinance shall be held invalid, the remaining provisions be given full force and effect as completely as if the provision held invalid had not been included therein.

SECTION 21. Effectivity Clause - This Ordinance shall take effect fifteen (15) days after its posting and publication in local newspaper of general circulation.