



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION

CHED MEMORANDUM ORDER

NO. 26
SERIES OF 2000.

SUBJECT : **ISSUANCE OF THE IMPLEMENTING GUIDELINES ON THE TRANSFER OF CHED-SUPERVISED INSTITUTIONS (CSIs) TO THE TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY (TESDA)**

X-----X

In consonance with the pertinent provisions of Republic Act (RA) No. 7722, otherwise known as the Higher Education Act of 1994 and pursuant to the Special Provision No. 7 on the Rationalization and Transfer of Appropriations of Technical-Vocational Schools from the Commission on Higher Education (CHED) to the Technical Education and Skills Development Authority (TESDA) and on Special Provision No. 8 on the Transfer of the Marikina Institute of Science and Technology (MIST) from the CHED to the TESDA, of the CHED FY 2000 Budget under the General Appropriations Act of FY 2000 (RA 8760) the CHED hereby issues the herein enclosed Joint CHED-TESDA Memorandum Circular No. 1, s. 2000, pertinent to the Implementing Guidelines on the Transfer of CSIs to the TESDA to ensure the effective transfer of CSIs to the TESDA for immediate implementation and dissemination to all concerned.

Pasig City, Philippines August 22, 2000


ESTER A. GARCIA
Chairperson

**REPUBLIC OF THE PHILIPPINES
COMMISSION ON HIGHER EDUCATION
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
MANILA**

May 10, 2000

JOINT CHED-TESDA MEMORANDUM CIRCULAR NO. 1, s. 2000

TO : CHED REGIONAL DIRECTORS
SUPERINTENDENTS/VOCATIONAL SCHOOL
ADMINISTRATORS OF CSIs FOR TRANSFER TO TESDA
TESDA REGIONAL AND PROVINCIAL DIRECTORS

SUBJECT : IMPLEMENTING GUIDELINES ON THE TRANSFER OF
CHED-SUPERVISED INSTITUTIONS (CSIs) TO THE
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT
AUTHORITY (TESDA)

x-----x

By virtue of the Special Provisions Nos. 7 & 8, under the CHED FY 2000 Budget of the General Appropriations Act (RA 8760) the following Implementing Guidelines are hereby issued:

GENERAL POLICY

1. TITLE:

These Guidelines shall be known as the "Implementing Guidelines on the Transfer of CHED-Supervised Institutions (CSIs) to the Technical Education and Skills Development Authority (TESDA)," or IGTCsIs-TESDA, for short.

2. LEGAL BASIS:

These Guidelines issued shall implement Special Provision Nos.7 & 8 under the CHED FY 2000 Budget of the General Appropriations Act (RA 8760) which provide that:

"7. Rationalization and Transfer of Appropriations of Technical Vocational Schools from Commission on Higher Education (CHED) to Technical Education and Skills Development Authority (TESDA). The amount herein appropriated for the technical vocational schools jointly identified by CHED and TESDA for rationalization shall be transferred to TESDA: PROVIDED, That the transfer of such schools, including qualified teachers and personnel, their proportionate share of the budget and other assets, shall be completed after consultation with affected schools no later than March 31, 2000."

"8. Transfer of Marikina Institute of Science & Technology (MIST) to the Technical Education and Skills Development Authority (TESDA). The amount herein appropriated for the MIST shall be transferred to the TESDA not later than the start of School Year (SY) 2000-2001: PROVIDED, That the MIST shall gradually phase-out its collegiate programs (both graduate and undergraduate) starting SY 2000-2001: PROVIDED, FURTHER, That all collegiate programs shall have been phased-out not later than the SY 2003-2004. The implementing rules and regulations to implement this Special Provision shall be jointly formulated by the Commission on Higher Education and the TESDA in consultation with the Department of Budget and Management and the Civil Service Commission and shall be issued not later than 31 May 2000."

3. DEFINITION OF TERMS:

For the purpose of this Implementing Guidelines, the words or phrases used shall have the following operational meaning:

- 3.1 Transfer of personnel, property, records, assets and valid accounts payable refers to the transfer of supervision of personnel, ownership of property, records, assets and valid accounts payable of the CSIs from CHED to TESDA.
- 3.2 Collegiate programs refers to the graduate and undergraduate degree program offerings of transferred CSIs.

4. SPECIFIC GUIDELINES:

The transfer of the CSIs from the CHED to the TESDA shall be governed by existing pertinent policies, rules and regulations and procedures of the TESDA on programs and standards, the Department of Budget and Management (DBM) on appropriations and budgetary allocations, organization and compensation and position classification; the Civil Service Commission (CSC) on personnel matters; and the Commission on Audit (COA) on auditing and accounting matters.

4.1 Transfer of Appropriations

- 4.1.1 The budgetary appropriations of transferred CSIs shall be carved out from the CHED budget net of releases/obligations and transferred to the TESDA not later than 31 May 2000.
- 4.1.2 The transfer of Book of Accounts from the CHED to the TESDA shall be in accordance with the Joint Circular of the Commission on Audit (COA) Ministry of Finance (MF) and Department of Budget and Management (DBM) No. 3-82 and COA Circular No 92-375.

4.2 Organization and Staffing

- 4.2.1 As a general policy, there shall be no downgrading of all positions or diminution of salary. The entire faculty and staff of the transferred CSIs shall retain their current position and salary levels pending review of the staffing pattern by the Department of Budget and Management.
- 4.2.2 Upon transfer, the organization structure and staffing pattern of the transferred CSIs shall be reviewed by the DBM with reference to the organization structure of a technical-vocational school.
- 4.2.3 Faculty and Staff and their respective positions identified irrelevant to the operations of the school or a technical school shall be transferred to appropriate SUCs with assistance from the CHED upon submission of their bio-data and employees' profile otherwise they will be marked co-terminous which means that their positions will be abolished once vacated by the present incumbent. The TESDA shall provide for the retooling of faculty and staff whose skills have been rendered irrelevant.

4.3 Programs

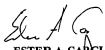
- 4.3.1 Phase-out of Collegiate Programs Starting SY 2000-2001. The transferred CSIs shall gradually phase-out their collegiate and graduate degree programs, so that the transferred CSIs shall not be allowed or authorized to enrol freshman in both the undergraduate and graduate degree programs for SY 2000 - 2001.
- 4.3.2 Collegiate and graduate degree programs shall have been totally phased-out not later than the start of SY 2003-2004.

5. EFFECTIVITY:

- 5.1 The IGTCIS-TESDA shall take effect not later than 31 May 2000.

Pasig City, Philippines _____


EDICIO G. DELA TORRE
Director General
TECHNICAL EDUCATION AND SKILLS
DEVELOPMENT AUTHORITY


ESTER A. GARCIA
Chairman
COMMISSION ON HIGHER
EDUCATION