

**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**

TESDA Complex, East Service Road, South Superhighway, Taguig, Metro Manila

**2015 TAGSANAY AWARD**

**Portfolio Evaluation Sheet (150 points)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Criteria** | **Documentary Evidence/s** | **Allotted %** | | | **Score** |
| **TOTAL** |  | **100** |  | |  |
| 1. **TVET Qualification and Educational Attainment** |  | **10** |  | |  |
| 1. NTTC/s and a Doctoral degree | NTTCs and copy of Transcript of Records |  | 10 | |  |
| 1. NTTC/s and Doctoral Unit/s |  | 8 | |  |
| 1. NTTC/s and a Masteral degree |  | 7 | |  |
| 1. NTTC/s and Masteral Unit/s |  | 6 | |  |
| 1. NTTC/s Only |  | 5 | |  |
| **B. Work Experience** |  | **50** |  | |  |
| **1. Teaching** |  |  | 20 | |  |
| a. Holder of active NTTCs and has been teaching the NCs qualifications for the past 2 years | Copy of NTTCs and COPRs indicating the name of the trainer;  Training load assignment; MIS Reports indicating the name of trainer, certification from TTI/TVI duly noted by the head of Institution |  | 5 | |  |
| i. 100-150 trainees |  | 3 | |  |
| ii. More than 150 trainees |  | 5 | |  |
| b. With teaching experience | (In addition to the above) **Employment contract or service record** |  | 4 | |  |
| i. Less than 5 years |  | 3 | |  |
| ii. Five or more years |  | 4 | |  |
| c. With at least 2 years industry experience |  | 3 | |  |
| d. Accredited Competency Assessor; conducted National Competency Assessment for the last 2 years | Copy of Accreditation Certificate/s, corresponding RWACs (for the past 2 years) with signature of Assessor |  | 5 | |  |
| 1. 50-100 candidates assessed |  | 3 | |  |
| 1. More than 100 candidates assessed |  | 5 | |  |
| e. Performance Standards Rating (IPCR) at least "Very Satisfactory" | Copy of 2014 IPCR, or  Corresponding Rating Document from private TVIs |  | 3 | |  |
| **2. Research** |  |  | 20 | |  |
| a. Prepared **complete CLMs** for the last 3 years | copies of developed Contextual Learning Matrices (CLMs) duly noted by the head of Institution |  | 10 | |  |
| i. one whole qualification related to his/her NC |  | 5 | |  |
| ii. Plus another qualification |  | 8 | |  |
| iii.Plus at least 2 other  qualifications |  | 10 | |  |
| **Criteria** | **Documentary Evidence/s** | **Allotted %** | | | **Score** |
| b. Conducted TVET-based study for the past three years (primary proponent/project leader FULL POINT; member HALF POINT) | List of studies conducted duly noted by the head of Institution; copies of studies with proof of authorship |  | 10 | |  |
| i. 1 study approved by the administrator |  | 5 | |  |
| ii. 2-3 studies approved by the administrator |  | 8 | |  |
| iii. 4 or more studies approved by the administrator |  | 10 | |  |
| **3. Attendance to TVET-related trainings for the past three years** | List & photocopy/ies of training certificate/s attended duly noted by the head of Institution |  | | 10 |  |
| a. Foreign |  | | 5 |  |
| i. One to Two |  | | 3 |  |
| ii.Three or more |  | | 5 |  |
| b. Local |  | | 5 |  |
| i. One to Two |  | | 3 |  |
| ii.Three or more |  | | 5 |  |
| **C. Community and/or Extension Services** |  | **20** | |  |  |
| 1. Involvement in programs, projects, and activities in the community for the last 5 years | Lists of programs, projects and activities in the community duly noted by the head of Institution |  | | 10 |  |
| a. At least one |  | | 3 |  |
| b. Two or three |  | | 5 |  |
| c. Four or more |  | | 10 |  |
| 2. Active involvement in any activity organized by his/her own students/trainees | Lists and photographs of activities duly noted by the head of Institution |  | | 5 |  |
| a. At least one |  | | 2 |  |
| b. Two or three |  | | 3 |  |
| c. Four or more |  | | 5 |  |
| 3. Citations from program organizers/ producers or any authorized personnel from other organizations in the community outside the TVI/TTI | Copy of Certificates duly noted by the head of Institution |  | | 5 |  |
| a. At least one |  | | 2 |  |
| b. Two or three |  | | 3 |  |
| c. Four or more |  | | 5 |  |
| **D. Leadership** |  | **15** | |  |  |
| 1. Membership for the last 5 years (professional, community or civic organizations) | Proof of membership or Certification from the affiliated organization |  | | 5 |  |
| a. At least one |  | | 2 |  |
| b. Two or three |  | | 3 |  |
| c. Four or more |  | | 5 |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Criteria** | **Documentary Evidence/s** | **Allotted %** | | **Score** |
| 2. Acted as Resource Person in Training/seminar for the last 3 years | Lists and copy of certificate of recognition as Resource Person |  | 3 |  |
| a. One to two |  | 2 |  |
| b. Three or more |  | 3 |  |
| 3. Membership in any TVET inter-office, inter-province Technical Working Group (TWG), Multi-Disciplinary Team (MDT), or Committee | Copy of order/memo designating as member of TWG duly certified by the head of institution |  | 3 |  |
| a. One to two |  | 2 |  |
| b. Three or more |  | 3 |  |
| 4. Coach/Expert to Skill Competitions for the last 5 years (whichever is higher) | Copy of a Appointment as Expert/Coach |  | 4 |  |
| a. Provincial Level |  | 1 |  |
| b. Regional Level |  | 2 |  |
| c. National Level |  | 3 |  |
| 1. International Level |  | 4 |  |
| **E. Others**: TVETrecognitions received from a recognized awarding body/ies |  | **5** |  |  |
| 1. International | Copy of Certificates of Recognition |  | 3 |  |
| a. At least one |  | 2 |  |
| b. Two or more |  | 3 |  |
| 2. National/ Local |  | 2 |  |
| a. One to two |  | 1 |  |
| b. Three or more |  | 2 |  |

Republic of the Philippines

**TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY**

TESDA Complex, East Service Road, South Superhighway, Taguig, Metro Manila

**2015 Tagsanay Award**

**NOMINATION FORM**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Region** | | | |  | | | | | | | | | | | | | | | | | | | |
| **Province** | | | |  | | | | | | | | | | | | | | | | | | | |
| **Name of Institution** | | | |  | | | | | | | | | | | | | | | | | | | |
| **Personal Data of Nominee** | | | | | | | | | | | | | | | | | | | | | | | |
| Last Name | | | |  | | | | | | | | | | Mobile No. | | |  | | | | | | |
| First Name | | | |  | | | | | | | | | | Tel. No. | | |  | | | | | | |
| Middle Name | | | |  | | | | | | | | | | e-mail Address | | |  | | | | | | |
| Home Address | | | |  | | | | | | | | | | | | | | | | | | | |
| Birthdate | | | |  | | | | | Birthplace | |  | | | | | | | | | | | | |
| Gender |  | | Civil Status | | |  | | | | If married, name of spouse | | | | | | | | |  | | | | |
| **EDUCATIONAL ATTAINMENT** | | | | | | | | | | | | | | | | | | | | | | | |
| Level | | Name of School/College/University | | | | | | | | | | Discipline/Course/Program  *(for master/doctoral please specify field of specialization)* | | | | | | | | | Year graduated | | |
| Secondary | |  | | | | | | | | | |  | | | | | | | | |  | | |
| Tech Voc | |  | | | | | | | | | |  | | | | | | | | |  | | |
| Baccalaureate | |  | | | | | | | | | |  | | | | | | | | |  | | |
| Master | |  | | | | | | | | | |  | | | | | | | | |  | | |
| Doctoral | |  | | | | | | | | | |  | | | | | | | | |  | | |
| **ELIGIBILITY** | | | | | | | | | | | | | | | | | | | | | | | |
| Civil Service/Board/Bar/National Certificate and NTTC (TESDA) | | | | | | | | | | | | | | | | Date Issued | | | | License/Certificate Number | | | |
|  | | | | | | | | | | | | | | | |  | | | |  | | | |
|  | | | | | | | | | | | | | | | |  | | | |  | | | |
|  | | | | | | | | | | | | | | | |  | | | |  | | | |
|  | | | | | | | | | | | | | | | |  | | | |  | | | |
|  | | | | | | | | | | | | | | | |  | | | |  | | | |
|  | | | | | | | | | | | | | | | |  | | | |  | | | |
|  | | | | | | | | | | | | | | | |  | | | |  | | | |
| ***(Continue on separate sheet if necessary)*** | | | | | | | | | | | | | | | | | | | | | | | |
| **WORK EXPERIENCE** | | | | | | | | | | | | | | | | | | | | | | | |
| Occupation/Job/Position/Designation | | | | | | | Name of Company | | | | | | | | | | | Inclusive date | | | | | |
| from | | | | | To |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
| ***(Continue on separate sheet if necessary)*** | | | | | | | | | | | | | | | | | | | | | | | |
| **Research/Study Undertaken** | | | | | | | | | | | | | | | | | | | | | | | |
| Title | | | | | | | Purpose | | | | | | | | | | | Beneficiary | | | | | Date |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
|  | | | | | | |  | | | | | | | | | | |  | | | | |  |
| **List of Training Programs Attended** | | | | | | | | | | | | | | | | | | | | | | | |
| Title | | | | | | | | | | | | | Sponsor | | | | | | | | | Inclusive Date | |
| Local | | | | | Foreign | | | | | | | |
|  | | | | |  | | | | | | | |  | | | | | | | | |  | |
|  | | | | |  | | | | | | | |  | | | | | | | | |  | |
|  | | | | |  | | | | | | | |  | | | | | | | | |  | |
|  | | | | |  | | | | | | | |  | | | | | | | | |  | |
|  | | | | |  | | | | | | | |  | | | | | | | | |  | |
|  | | | | |  | | | | | | | |  | | | | | | | | |  | |
| ***(Continue on separate sheet if necessary)*** | | | | | | | | | | | | | | | | | | | | | | | |
| **Community Extension Service** | | | | | | | | | | | | | | | | | | | | | | | |
| Program/Project/Activity | | | | | | | | Venue | | | | | | | Partner | | | | | | | Year | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
| **Membership in Professional, Civic, Community Organizations and Working Groups** | | | | | | | | | | | | | | | | | | | | | | | |
| Organization/ Working Group | | | | | | | | | | | | | | | Inclusive Dates | | | | | | | | |
|  | | | | | | | | | | | | | | |  | | | | | | | | |
|  | | | | | | | | | | | | | | |  | | | | | | | | |
|  | | | | | | | | | | | | | | |  | | | | | | | | |
|  | | | | | | | | | | | | | | |  | | | | | | | | |
|  | | | | | | | | | | | | | | |  | | | | | | | | |
| **Training/ Seminar and Similar Programs Conducted** | | | | | | | | | | | | | | | | | | | | | | | |
| Title | | | | | | | | Beneficiary | | | | | | | Inclusive Dates | | | | | | | | |
|  | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | | | | | |  | | | | | | |  | | | | | | | | |
|  | | | | | | | |  | | | | | | |  | | | | | | | | |
| **Services to Community, School and Family** | | | | | | | | | | | | | | | | | | | | | | | |
| Program/ Project/ Activity | | | | | | | | Beneficiary | | | | | | | Partner | | | | | | | Date | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
| ***(Continue on separate sheet if necessary)*** | | | | | | | | | | | | | | | | | | | | | | | |
| **Recognition/Award Received** | | | | | | | | | | | | | | | | | | | | | | | |
| Title | | | | | | | | | | | | | | | Sponsor | | | | | | | Date | |
| International | | | | | | | | Local | | | | | | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
|  | | | | | | | |  | | | | | | |  | | | | | | |  | |
| ***(Continue on separate sheet if necessary)*** | | | | | | | | | | | | | | | | | | | | | | | |
| **HIGHLIGHT OF ACCOMPLISHMENT AS TVET TRAINER**  (Short write-up; maximum of 100 words) | | | | | | | | | | | | | | | | | | | | | | | |
| PLEASE CLIP PASSPORT SIZE COLORED PHOTOS HERE (SIGNED AT THE BACK) | | | | | | | | | | | | | | | | | | | | | | | |

I declare under oath that this Nomination Form has been accomplished by us, and is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines.

I also authorize the designated personnel of TESDA Regional Office and the NITESD to verify / validate the contents stated herein. I trust that this information shall remain confidential.

Printed Name and Signature of the:

TTI Administrator Date

TESDA Provincial Director Date