NAME OF AGENCY:		Technical Education And Skills Development Authority (TESDA		TENTATIVE DATE OF ONBOARDING TO 1BOSSCO:		onboarded		
NUMBER OF HOUR/S OF TRAINING:				NAME OF TRAINER:				
SYSTEM REQUIREMENT/S:		At least 5mbps speed of internet connection						
NO.	FRONTLINE SERVICE	MAXIMUM PROCESSING TIME	REQUIREMENTS	FEES			ADDITIONAL NOTES	
1	Assistance for Competency Assessment	5 minutes	-	-		•	Assessment and Issuance of National Certificates – List of accredited competency assessment centers will be provided for dissemination Payment process and release sh all be discussed as there are 3 signatories who shall sign the certificates CAV – receipt of request/applications only 1-14 days – processing time for release In case of lost or destroyed: Letter of request 1 pc passport size photo Affidavit of loss	
2	Assistance for CAV	Receiving of request only	CAV for Diploma/TOR/Cert of Training: TOR/Diploma/Certificate of Training (orig and 2 certified true copy) Copy of Accomplished SO Form (Certified by the School Registrar) 2 (2x2) photos If representative, An authorization letter from the applicant, ID of Applicant and representative (orig and photocopy) CAV for NC/COC: NC/COC signed by the certificate holder (original and 2 certified true copy)	30 ph				
3	Assistance for the Issuance/Renewal of NC	15 mins	Duly Accomplished Form Photocopy of NC/COC/TM (with original) 2 pcs picture (passport size with white background w/ collar Certificate of employment at least 1 year related to the qualification within the validity of NC	Issuance: S Renewal: 1				

4	Assistance for Replacement of NC and COC	15 mins	Letter of request Original Copy of NC/COC 1pc Passport Size Photo Certified photocopy of Passport or PSA Birthcertificate Certified photocopy of Marriage Contract (PSA) or court order	100 php			
5	Training Assistance and Referrals to Scholarship Program	5 mins					
NAME OF <u>PERMANENT</u> 1BOSSCO FOCAL PERSON:			Karl Iverson M. Olmo				
CONTACT NUMBER OF FOCAL PERSON:			0930-123-8235				
NAME OF REGIONAL DIRECTOR:			Balmyrson M. Valdez				
NAME OF PROVINCIAL DIRECTOR:			Ava Heidi V. Dela Torre				
PROVINCIAL FIELD OFFICE ADDRESS:			Kinatawan Bldg., Tenejero, Balanga City, Bataan				
PROVINCIAL FIELD OFFICE CONTACT NUMBER/S:			0968-853-5736/0968-855-1531				
PROVINCIAL FIELD OFFICE EMAIL ADDRESS/ES:			region3.bataan@tesda.gov.ph				