



PhilFIDA
Circular No. 007

Date : January 23, 2018

SUBJECT : Guidelines on Designation Of Fiber Inspector

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In order for the Authority to develop competent Regulatory Personnel to perform fiber inspection work and enforce standardization policies and rules and regulations, the following guidelines are hereby adopted:

I. STATEMENT OF POLICIES

1. Personnel who are graduates of Agriculture and other related Fields, with expressed written interest shall submit letter specifying willingness to undergo training on inspection and show potential in inspection work may be designated as Inspector Trainee;
2. The designated Inspector-Trainee shall undergo six (6) months on-the-job training under the direct supervision of the Inspector In Charge in a particular grading baling establishment (GBE) where he/she may be assigned;
3. Upon completion of the six (6) months "on the job-training", the Inspector-Trainee will be given written and practical examinations to be administered by the regional supervising inspector or a competent inspector to be designated by the Regional Director/OICs;
4. After passing both examinations, he/she shall be cross-posted and designated as Assistant Fiber Inspector(AFI) for three (3) months and shall report back to his/her mother regional office after the 3-month duty as AFI;
5. A final written and practical examinations will be administered by the Regulatory Division and by the Executive Director III to those who have completed the required nine (9) months training;
6. Passing grade for both written and practical examinations is 75%;


7. All examinees who passed the final examinations shall be issued an Identification Control Number (ICN). Those who failed the said examinations, shall be required to undergo another three (3) months of training, after which, they shall be given another theoretical and practical examinations. If they still fail to pass, they shall be given assignment other than inspection work;
8. Fiber Inspectors with ICN are required to observe proper custody of their ICN and government grade stamps and maybe cross-posted to other regions in the exigency of service.
9. Cross-posted Fiber Inspectors for a period of three (3) months to one (1) year are entitled to fifteen (15) days per diem and actual transportation expenses, subject to accounting and auditing rules and regulations.

II. FUND SOURCE

Fund requirement under this Circular shall be charged to the regulatory program/services allocation.

III. EFFECTIVITY

This shall take effect February 1, 2018 and shall supersede PhiFIDA Circular No. 003 dated October 25, 2016.



KENNEDY T. COSTALES
Executive Director III

Date Signed : _____