

QUARTERLY PHYSICAL REPORT OF OPERATIONS  
as of Sept. 30, 2016

FM- NWPC-PID -06  
Revision 0  
17 August 2015

Department: Department of Labor and Employment  
Agency: National Wages and Productivity Commission  
Operating Unit: Central Office  
Organization Code (UACS): 16 006 01 00000

Particulars	UACS CODE	Physical Targets					Physical Accomplishments			Remarks/ as of Sept. 2016
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	
1	2	3	4	5	6	7 = (3+4+5+6)	8	9	10	11
<b>MFO 1: Technical Advisory Services</b>	301000000									
<b>I. Enhanced Productivity of MSMEs</b>										
Productivity Advisory undertaken		> 55,400	> 83,100	> 83,100	> 55,400	> 277,000 productivity assignments undertaken:	> 68,633 productivity assignments undertaken:	> 100,415 productivity assignments undertaken:	> 80,542 productivity assignments undertaken:	> 249,590 (90.1% of the total target) productivity assignments undertaken:
1. Productivity Toolbox (ISTIV Plus(SIB), ISTIV Bayanihan, Service Quality for H & R Industry, 5S, Green Productivity, Productivity 101 and other orientations) to improve workers' capacity and enterprise competitiveness		> 1,950	> 3,850	> 4,150	> 2,230	12,000 MSMEs benefitted from productivity trainings/orientations	- 2,654 MSMEs benefitted from productivity trainings/orientations with 5,608 participants benefitted	- 3,571 MSMEs benefitted from productivity trainings/orientations with 8,535 participants benefitted	- 3,811 MSMEs benefitted from productivity trainings/orientations with 11,332 participants benefitted	- 10,036 (83.6%) MSMEs benefitted from productivity trainings/orientations with 25,475 participants
		> 1,500	> 2,500	> 2,500	> 1,360	a) 7,680 MSMEs benefitted from productivity orientations	a) 2,012 MSMEs benefitted from productivity orientations with 3,638 participants benefitted	a) 2,071 MSMEs benefitted from productivity orientations with 4,646 participants benefitted	a) 3,037 MSMEs benefitted from productivity orientations with 8,155 participants benefitted	a) 7,120 (92.7%) MSMEs benefitted from productivity orientations with 16,439 participants
		> 400	> 1,300	> 1,300	> 520	b) 3,520 MSMEs benefitted from training and consulting services	b) 642 MSMEs benefitted from training and consulting services with 1,970 participants benefitted	b) 1,500 MSMEs benefitted from training and consulting services with 3,889 participants benefitted	b) 774 MSMEs benefitted from training and consulting services with 3,177 participants benefitted	b) 2,916 (82.8%) MSMEs benefitted from training and consulting with 9,036 participants benefitted
		> 340	> 1,160	> 1,160	> 340	- 3,000 productivity improvement programs/action plans developed and monitored	- 530 productivity improvement programs/action plans developed and monitored	- 1,064 productivity improvement programs/action plans developed and monitored	- 1,322 productivity improvement programs/action plans developed and monitored	- 2,916 (97%) productivity improvement programs/action plans developed and monitored
				> 80	> 80	- 160 action plans/terminal reports documented - 80 firms awarded with SQ Seal of Recognition	- 1 terminal report documented - 4 firms awarded with SQ Seal of Recognition	- 2 terminal reports documented	- 2 terminal reports documented	- 5 (3.1%) terminal reports documented - 5 (6.2%) firms awarded with SQ Seal of Recognition
		> 50	> 50	> 350	> 350	c) 800 MSMEs provided with technical assistance on designing productivity performance-based incentive schemes	c) 77 MSMEs provided with technical assistance on designing productivity/performance-based incentive schemes	c) 85 MSMEs provided with technical assistance on designing productivity/performance-based incentive schemes	c) 178 MSMEs provided with technical assistance on designing productivity/performance-based incentive schemes	c) 340 (42%) MSMEs provided with technical assistance on designing productivity/performance-based incentive schemes
				> 20	> 60	- 80 MSMEs awarded with certificate of recognition for implementing TIER 2	- 43 MSMEs awarded with certificate of recognition for implementing TIER 2	- 9 MSMEs awarded with certificate of recognition for implementing TIER 2	- 5 MSMEs awarded with certificate of recognition for implementing TIER 2	- 57 (71%) MSMEs awarded with certificate of recognition for implementing TIER 2
				> 20	> 60	- 80 productivity-based incentive schemes documented	- 58 productivity-based incentive schemes documented	- 10 productivity-based incentive schemes documented	- 12 productivity-based incentive schemes documented	- 80 (100%) productivity-based incentive schemes documented
2. Development of Training Modules										
a) Upgrading/ revision of training programs - Succeeding in Business - ISTIV Bayanihan		> Review/coordination training programs	> Pilot testing conducted			> 2 training modules upgraded/ revised: - Succeeding in Business - ISTIV Bayanihan	> Concept note in the development of 1 day module in Succeeding in Business and ISTIV Bayanihan drafted	> 2 modules developed pilot tested > Modules/manuals prepared/ submitted > Concept note in the development of 1-day module of ISTIV-SIB and ISTIV Bayanihan revised and approved	> 2 modules revised and submitted based on pilot tests conducted > "On-line marketing" session of ISTIV Bayanihan for approval > Session plan and presentation materials drafted and submitted for review	
b) Development of e-Learning modules - Finalization of the following: ✓ 5S  ✓ Productivity 101  - Develop the following: ✓ Bookkeeping ✓ Stock Control		> Draft modules presented to Directorate	> Modules revised	> Modules finalized/ uploaded		> 2 e-Learning modules developed/uploaded to DOLE e-Learning website	> Animated videos, Knowledge Checker quizzes and other related materials for 5S e-Learning module presented to directorate for final revision  > Revised module prepared and submitted for review	> 2 e-learning modules final revision on online	> Productivity 101 module presented to the Directorate: revision on-going  > Content, outline and script of the ff. e-learning modules prepared/ submitted to Director II for comment: - 3Rs + 2 - Bookkeeping	

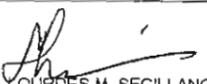
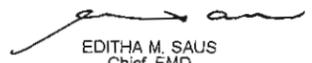
Particulars	UACS CODE	Physical Targets					Physical Accomplishments			Remarks/ as of Sept. 2016
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	
		3	4	5	6	7 = (3+4+5+6)	8	9	10	
3. Development of Accreditation System of Productivity Practitioners			> Seminar-workshop conducted	> Accreditation system framework/ presented to Commission	> Accreditation system/ developed and pilot tested		> Concept note prepared/ revised > Proposed accreditation system prepared	> Study/research presented to the Directorate	- Stock Control	
<b>II. Intensive Information Campaign</b>										
1. Development, Production and Dissemination of IEC Materials										
a) Tamang Kaalaman sa Kita at Kakayahan (T3K )		53,000	79,500	79,500	53,000	> 265,000 clients reached thru advocacy information services	> 65,902 clients reached thru advocacy information services on the following: - Public info. assistance - 4,460 - IEC materials - 27,368 - Wage clinique/seminar/ public fora - 2,234 - Mass media - 31,840	> 98,759 clients reached thru advocacy information services on the following: - Public info. assistance - 6,595 - IEC materials - 37,098 - Wage clinique/seminar/ public fora - 3,267 - Mass media - 49,799	> 76,553 clients reached thru advocacy information services on the following: - Public info. assistance - 7,548 - IEC materials - 18,797 - Wage clinique/seminar/ public fora - 3,107 - Mass media - 47,101	239,214 (90.2%) clients reached thru advocacy information services on the ff.: - Public information assistance - 18,603 - IEC materials - 83,263 - Wage clinique/seminar/ public fora - 8,608 - Mass media - 128,740
- Press conference/briefings conducted						> 12 press conference/ briefings conducted	> 2 press briefings conducted (RBs: VI, XIII)	> 2 press briefings conducted (RBs IX, XIII)	> 10 press briefings conducted (RBs :II,V,VII,XI,XII)	> 14 press briefings conducted (RBs: II,V,VI,VII,,IX,XI,XII,XIII)
- Press/media releases		12	12	12	12	> 48 press releases	> 12 press releases disseminated	> 12 press releases disseminated	> 14 press releases disseminated	> 38 press releases disseminated
- Good news reporting		9	9	9	9	> 36 good news reports submitted	> 11 good new reports submitted to LCO	> 9 good new reports submitted to LCO	> 17 good new reports submitted to LCO	> 37 good news reports submitted to LCO
b. Learning Sessions on Wages and Productivity		> 2 learning sessions conducted	> 4 learning sessions conducted	> 3 learning sessions conducted	> 3 learning sessions conducted	> 12 Learning sessions on wages, productivity and labor market related topics/ topics concerns conducted	> 2 learning sessions conducted benefiting 65 participants (Male- 27, Female - 38) from 34 companies	> 5 learning sessions conducted benefiting 184 participants ( Male- 40, Female - 114) from 118 companies	> 5 learning sessions conducted benefiting 192 participants ( Male- 22, Female - 200) from 118 companies	> 12 learning sessions conducted benefiting 441 participants (Male -89, Female -352) from 270 companies
c. Client Satisfaction Rating (CSM)						> 100% of clients who rate technical advice as satisfactoru or better on the ff: a) Training/Orientation	> 100% of 1,970 respondents rated course content, materials and trainer as satisfactory or better	> 100% of 2,210 respondents rated course content, materials and trainer as satisfactory or better	> 100% of 2,979 respondents rated course content, materials and trainer as satisfactory or better	> 100% of 7,159 respondents rated course content, materials and trainer as satisfactory or better
						b) Information and Technical Assistance (walk-in clients/ Learning Sessions)	> 100% of 571 respondents rated satisfactory or better from the information and technical assistance provided	100% of 432 respondents rated satisfactory or better from the information and technical assistance provided	> 100% of 744 respondents rated satisfactory or better from the information and technical assistance provided	> 100% of 1,747 respondents rated satisfactory or better from the information and technical assistance provided
						> 100% of request for legal advise acted upon within 5 days	> 100% of 679 requests for legal advice acted with in 5 days	> 100% of 645 requests for legal legal acted with in 5 days	> 100% of 578 requests for legal legal acted with in 5 days	> 100% of 1,902 requests for legal advice acted with in 5 days
d. Updating/ Maintenance of NWPC Website/intranet						> Updating/maintenance of NWPC website/ intranet conducted	> Updating/maintenance of NWPC website/intranet conducted	> Updating/maintenance of NWPC website/intranet conducted	> Updating/maintenance of NWPC website/intranet conducted	> Updating/maintenance of NWPC website/intranet conducted
2 National Productivity Conference (NPC)		> Project proposal drafted	> Project proposal prepared			> National Productivity Convention conducted	> Concept note prepared/ revised	> Proposed activities/topics/themes for the NPC submitted and presented to the Commission > Presentation on the proposed activities for the 2016 NPC submitted	> Technical/administrative and logistics preparations on-going	
3. Capacity Building										
a. Enhancing Training Management and Documentation of PIPs/ Action Plans				> Training conducted						> DED instructed to include the proposed changes in the PM on Training and orient the Board on the process
b. Productivity and Performance-Based Pay for MSMEs in the Phils. ( in coordination with DAP and APO for funding support)				> Training conducted			> Filled-up APO TES form for capacity building on Gainsharing with DAP coordinated > Request for Technical Expert approved by APO per communication received dated 28 March 2016	> Final indicative program of activities submitted to APO-DAP revised > Activities to be undertaken with DAP coordinated	> APO/DAP training on gainsharing coordinated	
<b>MFO 2: WAGE REGULATION SERVICES</b>										
<b>I. More Inclusive Consultation with Stakeholders and Social Partners</b>										
1. TIER 1										
a) Review/Monitoring of socio-economic situation in the region		> 1 report prepared	> 1 report prepared	> 1 report prepared	> 1 report prepared	> 4 reports prepared	> 1st quarter report prepared	> 2nd quarter report prepared	> 3rd quarter report prepared	> 3 reports prepared
b) Issuance of Wage Orders (WOs) / Implementing Rules (IRs) as necessary								> 4 wage orders issued ( NCR, II, IV-A, XIII)	> 3 wage orders issued (I,IX,ARMM)	> 7 wage orders issued (NCR, I, II, IV-A,IX, XIII, ARMM)

Particulars	UACS CODE	Physical Targets					Physical Accomplishments			Remarks/ as of Sept. 2016
		1st Quarter 3	2nd Quarter 4	3rd Quarter 5	4th Quarter 6	Total 7 = (3+4+5+6)	1st Quarter 8	2nd Quarter 9	3rd Quarter 10	
<p>c) Public hearings/consultations conducted (as necessary)</p> <p>2. TIER 2</p> <p>a) Issuance of advisories as necessary</p> <p>b) Provision of technical assistance</p> <p>3. Minimum Wage for Domestic Workers (DW) as necessary</p> <p>4. Facility Evaluation (FE) / Time and Motion Studies (TMS)</p> <p>5. Resolution of wage and exemption cases</p> <p>a) Wage Exemption Cases filed with the Regional Boards</p> <p>b) Appeals on Wage Orders/ Exemption Cases filed with the Commission</p> <p>c) Appealed Wage Case Decisions affirmed by a higher court (Judicial Appeal)</p>						<p>&gt; 32 public hearings/ consultations conducted (as necessary)</p>	<p>&gt; 6 public hearings/consultations conducted</p> <p>&gt; Technical assistance provided</p> <p>&gt; 3 domwork wage orders issued (RBs IV-A, VII, VIII)</p> <p>&gt; 100% of 65 FE applications/ request from firms with complete documents acted upon upon</p> <p>- 25 out of 65 or 38.5% issued order</p> <p>&gt; 100% of 24 TMS applications/ requests from firms with complete documents acted upon</p> <p>- 7 out of 24 or 29.2% piece rate production standards orders issued</p> <p>&gt; 100% disposition rate</p> <p>&gt; 100% disposition rate</p> <p>&gt; 50% affirmation rate</p>	<p>&gt; 8 public hearings/consultations conducted</p> <p>&gt; Technical assistance provided</p> <p>&gt; 1 domwork wage order issued (RB IX)</p> <p>&gt; 100% of 90 FE applications/ request from firms with complete documents acted upon upon</p> <p>- 62 out of 90 or 69% issued order</p> <p>&gt; 100% of 33 TMS applications/ requests from firms with complete documents acted upon</p> <p>- 19 out of 34 or 55.8% piece rate production standards orders issued</p> <p>&gt; 48% disposition rate (26 out of 58 application for wage exemption disposed)</p> <p>&gt; No appeal received for the period</p> <p>&gt; ECOP case submitted to Court of Appeals no decision yet</p> <p>&gt; NWPC submitted comments to Supreme Court on the petition for certiorari Prohibition on June 10, 2016 filed by Ugnayan ng Marallita Laban sa Kahirapan, (UMALAB KA) PARTY LIST, Dr. Warren Bello National Federation of Labor (NFL) Solidarity of Independent Org and General SIGLO, Froilan Caratihan, Rusty M. Dela Cruz, Emmanuel Floras Cavanas and Sheila S. Baylosi vs. NWPC Exec. Dir. Ma. Criselda R. Sy (G.R. No. 222921)</p>	<p>&gt; 12 public hearings/consultations conducted</p> <p>&gt; Technical assistance provided</p> <p>&gt; 1 domwork wage order issued (RB I)</p> <p>&gt; 100% of 69 FE applications/ request from firms with complete documents acted upon upon</p> <p>- 49 out of 69 or 71% issued order</p> <p>&gt; 100% of 42 TMS applications/ requests from firms with complete documents acted upon</p> <p>- 25out of 42 or 60% piece rate production standards orders issued</p> <p>as of Sept.</p> <p>&gt; 67% disposition rate (66 out of 99 application for wage exemption disposed)</p> <p>&gt; No appeal received for the period</p>	<p>&gt; 20 public hearings/consultations conducted</p> <p>&gt; 5 domwork wage orders issued (RBs: I, IV-A, VI, VIII, IX)</p> <p>&gt; 100% of 155 FE applications/ request from firms with complete documents acted upon upon</p> <p>- 135 out of 155 or 87.1% issued order</p> <p>&gt; 100% of 69 TMS applications/ requests from firms with complete documents acted upon</p> <p>- 52 out of 69 or 75.4% piece rate production standards orders issued</p>
<p><b>II. Strengthen Research and Database to Support Policy Development</b></p> <p>1. Conduct of Research</p> <p>a) Empirical Framework for Evaluating the Impact of Min. Wage</p> <p>b) Second Round Survey on Productivity Improvement and Gainsharing Scheme</p> <p>c) Impact Assessment of the Implementation of the Productivity Toolbox</p> <p>d) Assessment of the Implementation of the Productivity/ Performance and Competency Based Advisories</p>		<p>&gt; Assessment report /back ground paper prepared</p> <p>&gt; MOA with PSA processed</p>	<p>&gt; Concept note prepared</p> <p>&gt; Survey questionnaire prepared</p> <p>&gt; Questionnaire for FGD prepared</p>	<p>&gt; Survey by PSA conducted</p>	<p>&gt; Survey results analyzed</p> <p>&gt; Report prepared</p> <p>&gt; Report prepared</p> <p>&gt; Report prepared</p>	<p>&gt; Discussed project with ILO for services of regional wage experts</p> <p>&gt; Concept note prepared/ revised</p> <p>&gt; Proposed survey questionnaire presented to the Directorate and the Commission</p> <p>&gt; Prepared/ submitted the ff: - PSA questionnaire - Memo to RTWPBs - Letters to Stakeholders - Monitoring status</p> <p>&gt; Coordination with PSA on-going</p> <p>&gt; Concept note prepared/ revised</p> <p>&gt; Proposed FGD questionnaire prepared</p> <p>&gt; Review of CBAs with productivity provisions prepared</p> <p>&gt; Desk research/literature reviewed</p> <p>&gt; Status of Tier 2 implementation monitored</p>	<p>&gt; Meeting with PSA on the following coordinated/attended: - Productivity Based Incentive Schemes questionnaire - Memorandum of Agreement</p> <p>&gt; Scope/coverage of survey identified</p> <p>&gt; Ghant chert prepared</p> <p>&gt; Proposed Focus Group Discussion guide questionnaire submitted</p> <p>&gt; Desk research/literature prepared</p>	<p>&gt; ISLE MOA coordinated/ followed up with MOA</p> <p>&gt; Survey integrated into Integrated Survey on Labor and Employment (ISLE) questionnaire. Output tables submitted to PSA</p> <p>&gt; Report of FGD proceedings conducted in Davao and NCR prepared</p> <p>&gt; FGD in regions NCR, IV-A, VII and XI conducted</p> <p>&gt; Draft report of proceedings prepared</p> <p>&gt; 3 focus group discussions conducted: - RB-IV-A - 1 Aug. - RB-XI - 4 Aug</p>	<p>For further consideration given that there is a priority research on MW setting for nurses/health workers</p> <p>FGDs to be done parallel to the impact assessment of the toolbox</p>	

Particulars	UACS CODE	Physical Targets					Physical Accomplishments			Remarks/ as of Sept. 2016
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total 7 = (3+4+5+6)	1st Quarter	2nd Quarter	3rd Quarter	
1	2	3	4	5	6	7	8	9	10	11
e) Minimum Wage Setting for Skilled Professional (Nursing)										- RB- CAR- 18 Auto > Desk research on minimum wage setting for nurses prepared > Highlights of study submitted to DOLE Secretary and presented to the Commission
2. Comments/Position/Technical Papers on Legislative Bills on Wages and Productivity						> Comments/position/technical papers on legislative	> Draft EO relative to the rationalization of holidays reviewed > Sponsorship speech on Green Jobs for Sen. Anoara drafted	> DOLE Statement on the Comprehensive Nursing Law drafted		> Comments on maternity leave and labor cost for additional maternity leave prepared > Prepared comments on the ff. bills: - Senate Bill Nos. 99, 385 Comprehensive Nursing Law of 2016 - Senate Bill Nos. 309, 154, 987 Magna Carta of Workers in Informal Economy - Senate Bill No. 2, House Bill No. 402 - 14th Month Pay - House Bill Nos. 269, 500 - An Institutional Policies for the Protection and Welfare of Caregiver in the practice of their profession. - House Bill Nos. 928, 1238, 1357 - Amendments to Productivity Incentives Act - House Bill No. 356 - Amendments to Wage Rationalization Act - Bills filled in Congress related to RA 6971 coordinated - Green Job briefing paper submitted to Asec Brimon - Comparative new filed bills vs. proposed amendments to RA 6727 prepared/reviewed
3. Maintenance/review of wages and productivity databases > Philippine Competitiveness Index						> Updated/maintained Philippine Competitiveness scorecard/landscape - IMW-World Competitiveness Yearbook/Index - World Economic Forum-Global Competitiveness Index	> World Bank Ease of Doing Business report prepared/revised			
4. Capacity Building a) TIER 2 / Performance-Based Pay Scheme		> List of Speakers prepared	> Capacity building conducted				> Concept paper prepared > Resource persons for capacity building researched/coordinated	> Proposal to DLSU submitted > Inputs/course outline to TCD for inclusion in the DAP project submitted		Proposed to be merged with the Gainsharing capacity building workshop sponsored by DAP
<b>INSTITUTIONAL SUPPORT</b>										
1. NEDA-PDP				as the need arises						
2. DOLE Incentivizing Compliance (ICP)				as the need arises						
3. Integrity Development Program		> Reports submitted	> 1st quarter report submitted to DOLE-LS	> 2nd quarter report submitted to DOLE-LS	> 3rd quarter report submitted to DOLE-LS					
4. Green Management System Green Our DOLE Program (GODP)		> 5S program implemented > Waste segregation implemented/maintained	> Reports submitted	> Continual 5S implementation > Waste segregation maintained  > 2016 GODP Plan submitted to DOLE-AS 4 Feb. 2016 > 1st quarter accomplishment report submitted to AS 1 April 2016	> Continual 5S implementation > Waste segregation maintained  > 2nd quarter accomplishment report submitted to AS	> Continual 5S implementation > Waste segregation maintained  > 3rd quarter accomplishment report for submission				

Particulars	UACS CODE	Physical Targets					Physical Accomplishments			Remarks/ as of Sept. 2016
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total 7 = (3+4+5+6)	1st Quarter	2nd Quarter	3rd Quarter	
5. Gender and Development Plan		> GAD programs and projects implemented	> GAD programs and projects implemented	> GAD programs and projects implemented	> GAD programs and projects implemented		> 2016 GAD activities sponsored by PCW participated by 3 participants (Male - 2, Female 1)  > BWSC sponsored Inspirational talk on women empowerment attended by 5 participants (Male- 1, Female- 4)	> 1st semester accomplishment submitted to DOLE-PS/ BWSC > Gender Sensitivity training conducted (13 May)		
<b>GENERAL ADMINISTRATION AND SUPPORT</b>										
1. Quality Management Systems (QMS) aligned with ISO Standards on continuous ISO certification of Process/es and system/s										
a) On Sustaining ISO Certification						> Complied with internal and external surveillance audit findings and recommendations	> Confirmation of ISO Certification under ISO 9001:2015 received 17 March 2016  > Detailed action plan for the implementation of NWPC-QMS created and approved  > internal audit conducted 2-3 March 2016	> Internal Quality Audit conducted for Central Office and RBs: NCR. III. IV-A on May 26 -June 02 for Central Office and RBs: NCR. III. IV-A on May 26 -June 02		
b) On Expanding ISO Certification						> Enrolled/document additional work processes, or units/offices in the coverage of QMS	> Proposal to expand the scope of NWPC QMS to 13 RTWPs created and approved by ED Avila on 9 Feb. 2016  > Bidding process for the consultancy services conducted  > Contract finalized and detailed action plan created/approved on March 8, 2016  > QMS Training/Workshop scheduled on March 30 - 2 April and 5-7 April 2016  > 1st quarter QMS monitoring report submitted to FMS on 31 March 2016	> Workshop on Root Cause Analysis conducted (24 June 2016) > Internal Quality Audit Training for 13 RBs conducted on May 18 - 20, 2016  > QMS Training/Workshop conducted on March 30 - April 1-2 and April 5-7, 2016	> internal audit in 13 regions conducted > Results of internal audit conducted created	
2. Planning and Management Information Service										
a) Planning, Evaluation and Monitoring of programs and projects Implementation of NWPC-ISSP		> Coordinate Planning Exercises conducted	> Coordinate Planning Exercises conducted	> Coordinate Planning Exercises conducted	> Coordinate Planning Exercises conducted		> NWPC Corollary exercises conducted in the ff.: - CO at Bayleaf Hotel, Manila (Jan. 5-6) - CO-RB at La Carmela de Boracay, Aklan (Jan 14-15, 2016) > Corollary outputs prepared/ submitted to DOLE-PS  > Performance reports consolidated/ submitted to DOLE/DBM	> 1st quarter reports finalized/ submitted to DOLE-PS: - 1st Qtr. OPCR Accomp Report (5 April) - Performance Accomp. Report (5 Apr) > 1st Qtr. Physical Report of Operation submitted to DOLE-FMS (8 Apr)  > Monthly SPRS submitted on-line	> 2nd quarter reports submitted to DOLE-PS - OPCR - 5 July - Performance Accomp Report - 5 July  > 2nd quarter Physical Report of Operations submitted to DOLE-FMS 8 July 2016 > Monthly SPRS submitted on-line	
b) Implementation of NWPC ISSP 2015-2017		> Project proposal developed	> Activities coordinated	> User's training conducted > System rewarded	> System implemented		> Project proposal re Consultancy services approved > Proposal for IT bidding requirements approved > JRs prepared and approved/ coordinated with BAC  > Doc Tracking system monitored  > Encoding of books on-going	> Doc Tracking system monitored  > Encoding of books on-going	> Doc Tracking system monitored	
> Document Tracking System		> Doc Trak monitored	> Doc Trak monitored	> Doc Trak monitored	> Doc Trak monitored					
> Library Information System		> Library information system implemented	> Library information system implemented	> Library information system implemented	> Library information system implemented					
c) Provision of IT Related Technical Services										

Particulars	UACS CODE	Physical Targets					Physical Accomplishments			Remarks/ as of Sept. 2016
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total 7 = (3+4+5+6)	1st Quarter	2nd Quarter	3rd Quarter	
> NWPC Website and Intranet		> Technical services on updating maintenance provided		> NWPC network maintained maintained > 15 items uploaded in the website	> NWPC network maintained maintained > 15 items uploaded in the website	> NWPC network maintained maintained > 21 items uploaded in the website	> NWPC network maintained maintained > 51 items uploaded in the website			
> Application Systems		> Technical assistance provided		> Technical assistance provided	> Technical assistance provided	> Technical assistance provided				
> NWPC Network System (LAN and internet Connection)		> Network connection maintained								
> Repair and Preventive Maintenance of IT Resources		> Computer repair and preventive maintenance undertaken		> Technical assistance provided (23 requests, 10 technical assistance, 13 repairs)	> Technical assistance provided (40 requests, 10 technical 5 assistance, 25 repairs)	> Technical assistance provided (25 requests: 4 technical assistance, 21 repairs)	> Technical assistance provided (88 requests, 14 technical assistance, 59 repairs)			
> Inventory of Hardware / software		> Inventory report prepared	> Audit report prepared	> Technical assistance to procurement process provided	> Technical assistance to procurement process provided					
> Maintenance of NWPC intranet		> NWPC intranet maintained		> NWPC intranet maintained	> NWPC intranet maintained	> NWPC intranet maintained				
3. Administrative Services										
a) Human Resource Development										
> Staff Development Program		> Trainings/seminars facilitated/conducted	> Trainings/seminars facilitated/conducted	> Trainings/seminars facilitated/conducted	> Trainings/seminars facilitated/conducted		> 16 local trainings availed and/or organized at Central Office - 10 internal trainings conducted/organized benefitting 367 participants (Male- 122, Female-245)  - 6 external trainings with 6 participants ( Male-1, Female-5)	> 13 local trainings availed and/or organized at Central Office - 8 internal trainings conducted/organized benefitting 211 participants (Male- 58, Female-153)  - 5 external trainings with 11 participants (Male 5, Female - 6)  > 4 foreign trainings/conference availed/participated benefitting 4 participants: - Italy 2 female participants - Vietnam - 1 male participant - Japan 1 female participant	> 8 local trainings availed and/or organized - 2 internal trainings conducted/organized benefitting 47 participants (Male - 14 Female - 33)  - 6 external trainings with 13 participants ( Male- 6, Female 7)	> 37 local trainings availed and /or organized at Central Office: - 22 internal trainings conducted/organized benefitting 625 participants (Male 194 , Female 431)  - 15 external trainings with 30 participants (Male 12, Female - 18)  > 4 foreign trainings/conference availed/participated benefitting 4 participants
> Health, Safety and Welfare Program			> Annual physical examination facilitated	> Vaccinations conducted	> Vaccinations conducted		> Annual Physical Exam conducted 11 March 2016 > Dengue seminar conducted (24 Feb) > Loyalty awards processed	> Flu vaccine Immunization conducted ( May 31)		
> Employees Benefits/Awards/ Incentives		> Loyalty award/rewards incentives processed								
b) Personnel Management Services		> Hiring/recruitment selection, promotion and retirement facilitated		> 6 appointments processed/ issued	> 9 appointments processed/ issued	> 10 appointments processed/ issued	25 appointments issued (69%) of the 45 vacant positions			
4. Financial Management										
a) Financial Workshop		> Financial workshop workshop conducted					> Financial workshop on closing of books conducted Jan 21-22, 2016			
b) Allotment Utilization		> 20%	> 30%	> 25%	> 25%	> 100% fund utilization	> Allotment utilized PS- 21% MOOE - 21% CO - 3% Total - 20%	> Allotment utilized as of June 2016 PS - 46 % MOOE - 42% CO - 40% Total - 44%	> Allotment utilized as of Sept. 2016 PS - 67% MOOE - 65% CO - 82% Total - 67%	
c) Cash Utilization		> 100% of NCA for the quarter	> 100% cash utilization	> 91% cash utilization base on cash program	> 87% cash utilization base on cash program	> 88% cash utilization base on cash program				

Particulars 1	UACS CODE 2	Physical Targets					Physical Accomplishments			Remarks/ as of Sept. 2016 14
		1st Quarter 3	2nd Quarter 4	3rd Quarter 5	4th Quarter 6	Total 7 = (3+4+5+6)	1st Quarter 8	2nd Quarter 9	3rd Quarter 10	
<b>OTHER INITIATIVES:</b> > HRD Roadmap for the Ceramic Tile and Furniture Industry  > Decent Work Country Diagnostics (DWCD)		> Reports submitted	> Reports submitted	> Reports submitted	> Reports submitted		> Monthly SAOB reports submitted to DOLE-FMS > Monthly status of accounts submitted to DOLE-FMS  > Consultations conducted > Setoral HRD roadmaps and briefer conducted /completed	> Monthly SAOB reports submitted to DOLE-FMS > Monthly status of accounts submitted to DOLE-FMS  > Participated in the Decent work country diagnostics inception workshop and handholding sessions organized by ILO and DOLE-Planning Service	> Monthly SAOB reports submitted to DOLE-FMS > Monthly status of accounts submitted to DOLE-FMS	
Prepared by:		In coordination with :				Approved by:			Date:	
 LOURDES M. SECILLANO Chief, PID		 EDITHA M. SAUS Chief, FMD				 JEANETTE T. DAMO Deputy Executive Director			Oct. 7, 2016	

In: Planning/Agency Per. Reports 2016- Q3 Physical Report of Oper. folder BFAR

90