

QUARTERLY PHYSICAL REPORT OF OPERATIONS  
as of March 31, 2019

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<br>1   | UACS CODE<br>2 | Physical Targets |                  |                  |                  |  | Physical Accomplishments<br>(% of 1st Quarter Target)   | Remarks<br>14   |
|--|----------------|------------------|------------------|------------------|------------------|--|---|---|
|  |                | 1st Quarter<br>3 | 2nd Quarter<br>4 | 3rd Quarter<br>5 | 4th Quarter<br>6 | Total<br>7 = (3+4+5+6)   | 1st Quarter<br>8  |   |
| <b>ORGANIZATIONAL OUTCOME 1:</b><br><i>Capacity of MSMEs to implement productivity improvement program enhanced</i>  | 301000000      |                  |                  |                  |                  |  |   |   |
| 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 |                | > 2,400          | > 3,600          | > 3,600          | > 2,400          | > 12,000 MSMEs oriented/trained  | > 3,432 MSMEs were provided productivity orientations/trainings (28.6%)   |   |
|  |                | > 1,664          | > 2,496          | > 2,496          | > 1,664          | 8,320 MSMEs oriented   | > 2,398 MSMEs benefitted from productivity orientations with 4,198 participants benefitted (28.8%)              |   |
|  |                | > 736            | > 1,104          | > 1,104          | > 736            | 3,680 MSMEs trained  | > 1,034 MSMEs benefitted from productivity trainings with 2,222 participants benefitted or (28.1%)              |   |
|  |                | -                | > 720            | > 720            | > 400            | > 50% or 1,840 MSMEs trained with PIP/action plans implemented                                   | > 13 MSMEs trained with PIP/action plans implemented  |   |
|  |                | -                | > 48             | > 64             | > 48             | > 160 terminal reports documented/implemented/ submitted   | > scheduled to be done starting Q2 (no target for Q1)   |   |
|  |                | > 80             | > 320            | > 320            | > 80             | > 800 MSMEs provided with technical assistance on designing productivity based incentive schemes | > 212 MSMEs provided with technical assistance on designing productivity based incentive schemes (27%)          |   |
|  |                | > 16             | > 48             | > 48             | > 32             | > 144 MSMEs assisted with productivity-based incentive schemes installed                         |   | RBs may have focused on the provision of technical assistance on designing PBIS for the 1st quarter |
|  |                | > 16             | > 48             | > 48             | > 32             | > 144 MSMEs implementing Tier 2 documented   |   |   |
| > Customer Satisfaction Rating (CSM)   |                |                  |                  |                  |                  | > 100% of clients who rate technical advice as satisfactory or better on the ff.:                |   |   |
|  |                |                  |                  |                  |                  | a) Training / Orientation  | > 99.86% of 2,219 respondents rated course content, materials and trainer satisfactory or better                |   |
|  |                |                  |                  |                  |                  | b) Information and Technical Assistance (walk-in clients/ Learning Session)                      | > 100% of 1,622 respondents rated satisfactory or better from the information and technical assistance provided |   |

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|--|-----------|--|---|---|---------------------------------|--|---|---------|
|  |           | 1st Quarter  | 2nd Quarter                                 | 3rd Quarter   | 4th Quarter                     | Total  | 1st Quarter   |         |
| 2. Development/ Upgrading of Modules<br>- Work-Life Balance for Workplace Productivity<br>- QC Tools<br>- ISTIV PAP                  |           | > Concept note prepared  | > Session plan developed                    | > Modules revised/ finalized<br><br>> Modules deployment  |                                 | > 100% of request for legal advice acted upon within 5 days from receipt of requests<br><br>> 3 training modules developed/ upgraded | > 100% of 70 requests for legal advice acted within 5 days from receipt of request<br><br>> Concept notes prepared/ approved<br>> Development of modules on-going   |         |
| 3. Development of four (4) 1- hour sessions:<br>a. Six Sigma<br>b. Time Management<br>c. Total Quality Management<br>d. Just In Time |           |  |   |   |                                 |  | > Four (4) one-hour sessions submitted presented to Directorate   |         |
| 4. Capacity Building on QC Tools, Upgraded Training Modules and SLEs   |           |  |   |   |                                 |  | > Draft project proposal submitted to TSD Director  |         |
| 5. 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/ concerns conducted                                     | > 5 learning sessions conducted benefitting 259 participants (Male: 52, Female 207 from 132 companies)  |         |
| 6.) 2019 Productivity Olympics   |           | > PO regional level monitored<br><br>> Criteria, mechanics and guidelines disseminated | > Briefing of NSC and NJP members conducted | > Evaluation and screening conducted<br><br>> National finalists selected<br><br>> Awarding conducted |                                 |  | > Technical assistance to RBs provided<br><br>> On-line and face-to-face orientation via skype to regional PO Focal Persons conducted<br>> PO criteria, mechanics and guidelines prepared and disseminated  |         |
| <b>Fair and reasonable minimum wages in accordance with law ensured</b>  |           |  |   |   |                                 |  |   |         |
| A. Wage Regulatory Program   |           |  |   |   |                                 |  |   |         |
| 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 narrative report being drafted  |         |
| b) Conduct of wage consultations/ public hearings/board deliberations  |           |  |   |   |                                 | > 32 wage consultations/ public hearings/ board deliberations conducted as necessary   | > 10 public hearings/consultations conducted with 854 participants (Male: 336 and Female: 518) with the ff breakdown:<br>- CAR- 2 wage consultations for DW<br>- RB I - 2 public hearings (Regular & DW)<br>- RB- VI - 2 public hearings<br>- RB XIII - 4 public hearings |         |

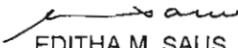
| Particulars  | UACS CODE | Physical Targets  |   |   |   |   | Physical Accomplishments<br>(% of 1st Quarter Target)  | Remarks |
|--|-----------|---|---|---|---|---|--|---------|
|  |           | 1st Quarter   | 2nd Quarter   | 3rd Quarter   | 4th Quarter   | Total   | 1st Quarter  |         |
| b) Issuance of Wage Orders (WOs) /<br>Implementing Rules (IRRs)  |           |   |   |   |   | > as necessary  | > 1 wage order issued (RB I)   |         |
| 2. TIER 2  |           |   |   |   |   | > 95% of wage rates above<br>2015 poverty threshold<br>but not exceeding the<br>average wage levels | > 78 out of 83 MWRs or 94%<br>of wage rates above the<br>2015 poverty threshold  |         |
| a) Issuance of wage advisories<br>(as necessary)   |           |   |   |   |   | > as necessary  | -  |         |
| b) Minimum Wage for<br>Domestic Workers (DW)   |           |   |   |   |   |   | > 2 dom work wage orders<br>issued (RBs: I & CAR)  |         |
| 3. Facility Evaluation (FE) /<br>Time and Motion Studies (TMS)   |           | > 100% of<br>requests with<br>complete<br>supporting<br>documents<br>acted upon                     | > 100% of 33 FE applications/<br>requests from firms with<br>complete documents<br>acted upon<br>- 21 out of 33 or 63.6%<br>FE orders issued<br><br>> 100% of 14 TMS applications/<br>requests from firms with<br>complete documents<br>acted upon<br>- 9 out of 14 or 64.3%<br>piece rate/production                        |         |
| 4. Resolution on Wage and<br>Exemption Cases   |           |   |   |   |   |   |  |         |
| a) Cases resolved within the 45 days<br>ipon receipt of application for<br>exemption filed with the Regional<br>Boards |           |   |   |   |   | > 98% disposition<br>rate   | > 100% disposition rate<br>(20 out of 20 applications for<br>wage exemption disposed)  |         |
| b) Appeals on Wage Order /<br>Exemption cases filed with the<br>Commission   |           |   |   |   |   | > 98% disposition<br>rate   | > No appeals on wage order/<br>exemption received for the period   |         |
| 5. Tamang Kaalaman sa Kita at<br>Kakayahan ( T3K)  |           | > 54,000  | > 81,000  | > 81,000  | > 54,000  | > 270,000 clients reached<br>thru advocacy services   | > <b>103,128</b> clients (38%)<br>reached thru advocay<br>information<br>services on the ff.:<br>- Public information - 7,080<br>assistance<br>- IEC materials - 35,285<br>- Wage clinique/<br>seminar/public fora 4,747<br>- Mass media - 56,016<br><br>> Prepared and disseminated January &<br>February 2019 Infographics |         |
| > Development, Production and<br>Dissemination of IEC Materials  |           |   |   |   |   |   |  |         |
| a) Press conference/briefings  |           | > 4   | > 4   | > 4   | > 4   | > 16 press conference/<br>briefings<br>conducted  | > 2 press conference/<br>briefings conducted   |         |

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|--|-----------|---|---|--------------------------------|--|--|--|--|
|  |           | 1st Quarter                                   | 2nd Quarter                                 | 3rd Quarter                    | 4th Quarter  | Total  | 1st Quarter  |  |
| b) Press/media releases  |           | > 12  | > 12  | > 12                           | > 12   | > 48 press releases                                  | > 15 press releases (125%)   |  |
| c) Radio/TV questings/interviews   |           |   |   |                                |  | > 100% of requests attended                          | > 100% of 28 requests attended   |  |
| d) Good news reporting   |           | 9   | 9   | 9                              | 9  | > 36 good news reports submitted                     | > 15 good news reports (166%) submitted  |  |
| e) NWPC Bulletin/News Letter   |           | > 3   | > 3   | > 3                            | > 3  | > 12 NWPC Bulletin/News Letter prepared/disseminated | > 3 NWPC Bulletin/News Letters prepared/disseminated (100%)  |  |
| f) 2018 Compedium of WOs/IRRS  |           |   | > Compendium posted in the website          |                                |  | > 2018 Compedium posted in the website               | > Copies of WO/IRRs consolidated approved  |  |
| g) Corporate give aways  |           |   |   |                                |  | > 3 corporate give aways                             | > Concept note approved on 6 March 2018<br>> IEC designs approved  |  |
| h) AVPs  |           |   |   |                                |  | > 1 AVP developed                                    | > Concept note approved on 28 March 2018   |  |
| <i>STRENGTHEN RESEARCH AND DATEBASE TO SUPPORT POLICY DEVELOPMENT</i>                  |           |   |   |                                |  |  |  |  |
| Conduct of Research  |           |   |   |                                |  |  |  |  |
| 1 Process Evaluation of the Productivity Toolbox and Survey of Beneficiaries           |           | > Documentation of key information interviews |   |                                |  |  | > Key informant/interview/focus group discussion in NCR (Jan. 10), Region IV-A (Jan. 30) Feb 7-8) and Region 3 conducted |  |
|  |           | > Data analysis and report writing            |   |                                |  |  | > Survey results validated   |  |
|  |           |   |   |                                |  |  | > Analyzed, prepared and submitted statistical tables and graphs   |  |
|  |           |   |   |                                |  |  | > Draft report submitted   |  |
| 2 Productivity Improvement Programs and Gainsharing Schemes Survey (ISLE Rider Survey) |           |   |   |                                | > Initial output tables from PSA received            |  |  |  |
|  |           |   |   |                                | > Survey and output report analysis                  |  |  |  |
|  |           |   |   |                                | > Presentation of results to Directorate             |  |  |  |
| 3. Productivity Briefs   |           | > Productivity briefs prepared                | > Productivity briefs prepared              | > Productivity briefs prepared | > Productivity briefs prepared                       | > Productivity briefs prepared                       | > Report/analysis on the Philippine performance on productivity prepared and submitted                                   |  |
| 4. Assessment of the Minimum Wage Policy   |           | > Development of TOR                          | > Preliminary report                        | > Validation workshops         | > Finalization of reports                            |  | > TOR/Concept note approved  | Third party assessment, funding and technical assistance c/o ILO |
|  |           | > Engagement of Experts                       | > Presentation of reports to the Commission |                                | > Submission of report to the Secretary and Congress |  | > Mr. Daniel Kostzer & Mr. Emmanuel Esguera identified as experts  |  |
|  |           | > Data gathering                              |   |                                |  |  | > Data sets provided to the experts  |  |
|  |           |   |   |                                |  |  | > Preparations for the country visit of Mr. Daniel Kostzer undertaken  |  |

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|  |           | 1st Quarter  | 2nd Quarter   | 3rd Quarter  | 4th Quarter  | Total  | 1st Quarter   |         |
| 5. Evaluation of the Implementation of Tier 2  |           | > Concept note prepared<br>> FGD guide prepared    | > Site visits and FGDs conducted<br>> Research report prepared/ |  |  |  | > Concept note prepared<br>> 3 Focus Group Discussions conducted in<br>- NCR - March 19, 2019<br>- Region III - March 28-29, 2019<br>- Region IV-A - March 26, 2019<br><br>> Highlights of report and transcription for NCR and IV-A drafted<br>> Transcription of proceedings on-going                   |         |
| 6. Comments/Position/Technical Papers on Legislative Bills on Wages and Productivity |           |  |   |  |  | > Comments/ position technical papers on legislative bills/news articles/ policy reforms on wages and productivity prepared/ submitted as necessary/ requested (as necessary/required) | > Incorporated data on MW Compliance for 2018 in the draft position paper on SB 2205  |         |
| 7 Maintenance/review of wages and productivity databases                             |           |  |   |  |  | > Wages and productivity databases maintained  | > Provided LP stat for productivity brief Agri Fishery and Forestry national and regional data and ASEAN countries<br><br>> Provided statistical data for the Assessment of Min. Wage Policy<br>- GDP by Expenditure Share<br>- GDP by Industrial Origin<br>- GDP by Income Approach<br>- GRDP Per Capita |         |
| <b>INSTITUTIONAL SUPPORT</b>   |           |  |   |  |  |  |   |         |
| 1 Integrity Development Program  |           | > Report submitted                                 | > Report submitted  | > Report submitted                                 | > Report submitted                                 | > 4 reports submitted  | > 1st quarter report submitted to DOLE-LS on 4 April 2019   |         |
| 2 Gender and Development (GAD) Plan  |           | > GAD programs and projects implemented/ conducted | > GAD programs and projects implemented/ conducted              | > GAD programs and projects implemented/ conducted | > GAD programs and projects implemented/ conducted |  | > Attended the Women's Month celebration at PICC Complex attended/ participated by GAD Focal Person on 8 March 2019   |         |
| 3. Networking and Linkages   |           |  |   |  |  |  |   |         |
| <b>GENERAL ADMINISTRATION AND SUPPORT</b>  |           |  |   |  |  |  |   |         |
| 1: Quality Management Systems (QMS) Implementation                                   |           |  |   |  |  |  | > Monitoring og compliance to the agreed corrections/corrective actions on audit findings conducted   |         |

| Particulars                                  | UACS CODE | Physical Targets                            |   |   |   |       | Physical Accomplishments<br>(% of 1st Quarter Target)  | Remarks   |
|--|-----------|---|---|---|---|-------|--|---|
|  |           | 1st Quarter                                 | 2nd Quarter                                 | 3rd Quarter                                 | 4th Quarter                                 | Total | 1st Quarter  |   |
| QMS Audit                                    |           |   |   |   |   |       | <ul style="list-style-type: none"> <li>&gt; ISO 9001:2015 recertification audit by TUVR conducted on March 4-5, 2019</li> <li>&gt; Corrective Action Planning Workshop conducted on March 20, 2019</li> <li>&gt; Received the ISO 9001:2015 re certification effective March 19, 2019 to March 18, '2022</li> </ul>  |   |
| 2 Planning and Management Information System |           |   |   |   |   |       |  |   |
| a) Corplan / MYPA / YEPA                     |           | > Corporate Planning conducted              |   |   |   |       | <ul style="list-style-type: none"> <li>&gt; CO-RB Corplan conducted Jan 15-16, 2019 at Alta de Tagaytay</li> <li>&gt; Presented the following reports: <ul style="list-style-type: none"> <li>- 2018 NWPC Performance Assessment</li> <li>- NWPC Program Thrusts &amp; Priorities</li> <li>-2019 Targets and Commitments</li> <li>-2018 Fund Utilization</li> </ul> </li> </ul>  |   |
| b) Implementation of 2019 NWPC ISSP          |           | > Procurement recommendation prepared       | > Bidding docs prepared                     | > Canvass                                   | > Procurement/ delivery conducted           |       | > Recommendations for procurement and correspondig purchase request approved on 19 March 2018  |   |
| 3. Administrative Services                   |           |   |   |   |   |       |  |   |
| a) Human Resource Development                |           |   |   |   |   |       |  |   |
| > Staff Development Program                  |           | > Trainings/ seminars facilitated conducted |       | <ul style="list-style-type: none"> <li>&gt; <b>9</b> local trainings availed and or organized at Central Office</li> <li>    a) <b>3 internal</b> trainings organized benefitting 101 participants (Male: 32 , Female:69)</li> <li>    b) <b>6 external</b> training attended/ participated by 12 employees (Male: 5 , Female: 8)</li> <li>&gt; 1 foreign training participated by 1 female officer in Indonesia on March 26-28, 2019</li> </ul> |   |
| > Health, Safety and Welfare Program         |           |   |   |   |   |       | > On going BAC deliberation for the conduct of annual physical examination   |   |
| > Employees Benefits/ Awards/Incentives      |           |   |   |   |   |       | <ul style="list-style-type: none"> <li>&gt; 2 loyalty awards processed</li> <li>&gt; 169 NOSA prepared/disseminated</li> <li>&gt; 6 NOSI prepared/disseminated</li> </ul>  |   |
| b) Personnel Management Services             |           |   |   |   |   |       | > 1 appointment processed/issued   |   |
| c) PRAISE                                    |           |   |   |   |   |       |  | Waiting for CSC's approval                                |
| d) PRIME-HRM                                 |           |   |   |   |   |       |  | Waiting for the awarding of the PRIME HRM -Level 2 Bronze |
| 4. Financial Management                      |           |   |   |   |   |       |  |   |
| a) Financial Workshop                        |           | > Workshop conducted                        |   |   |   |       | > Financial workshop on closing of books conducted Jan.23-25, 2019 at Armada Hotel, Manila   |   |

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|---|-----------|---|--|--|---|-------------------------|---|---------|
|   |           | 1st Quarter   | 2nd Quarter  | 3rd Quarter  | 4th Quarter   | Total                   | 1st Quarter   |         |
| b) Allotment Utilization  |           | > 25%   | > 30%  | > 30%  | > 15%   | > 100% fund utilization | as of Feb. 2019<br>> Allotment utilized<br>PS- 60%<br>MOOE - 57%<br>CO -<br>Total - 59 %              |         |
| c) Cash Utilization   |           | > 100% of NCA<br>for the quarter<br><br>> Reports<br>submitted  | > 100% of NCA<br>for the quarter<br><br>> Reports<br>submitted | > 100% of NCA<br>for the quarter<br><br>> Reports<br>submitted | > 100% of NCA<br>for the quarter<br><br>> Reports<br>submitted  | > 100% cash utilization | > 86% cash utilization base on cash<br>program<br><br>> Monthly SAOB reports submitted<br>to DOLE-FMS |         |
| Prepared by:  |           | In coordination with :  |  |  | Approved by:  |                         | Date:   |         |
| <br>LOURDES M. SECILLANO<br>Chief, PID |           | <br>EDITHA M. SAUS<br>Chief, FMD |  |  | <br>MARIA CRISELDA R. SY<br>Executive Director |                         |                    |         |

In: Planning/Agency Per. Reports 2019 Physical Report of Oper.rev.

April 2019