

QUARTERLY PHYSICAL REPORT OF OPERATION
As of March 31, 2022

Department of Labor and Employment (DOLE)
NATIONAL WAGES AND PRODUCTIVITY COMMISSION

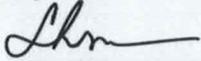
Agency :

Organization Code (UACS) :

Particulars	UACS CODE	Physical Target (Budget Year)					Physical Accomplishment (Budget Year)					Variance	Remarks
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total		
1	2	3	4	5	6	7	8	9	10	11	12	13	14
ENTERPRISE PRODUCTIVITY IMPROVEMENT PROGRAM	310100000000000												
OO : Capacity of MSMEs to implement productivity improvement program													
Outcome Indicators													
1. Percentage of trained MSMEs with productivity improvement program/action plan		-	9%	23%	13%	45%	1%	-	-	-	-	-	1% or 9 out of 916 MSMEs trained with PIP/action plans implemented
2. Percentage of MSMEs assisted on productivity pay advisory with productivity incentive schemes		-	-	5%	7%	12%	-	-	-	-	-	-	
Output Indicators													
1. Number of MSMEs trained/oriented		1,950	2,925	2,925	1,950	9,750	3,797	-	-	-	-	-	3,797 (39%) MSMEs oriented/trained
2. Percentage of clients who rated training/technical services as satisfactory or better		98%	98%	98%	98%	98%	100%	-	-	-	-	-	100% or 1,166 out of the 1,166 respondents rated the training services as satisfactory or better
3. Number of MSMEs provided with technical assistance on designing productivity based incentive schemes		-	100	200	500	800	98	-	-	-	-	-	98 (12%) establishments provided with technical assistance on designing/ formulation of productivity/performance-based incentive schemes
WAGE REGULATORY PROGRAM	320100000000000												
OO : Fair and reasonable minimum wages in accordance with law ensured													
Outcome Indicators													
1. Percentage of wage rates above the poverty threshold		2012 - 100%; 2015 - 98.4%; 2018 - 41.43%	-	-	-	-	-	100% of MWRs above the 2012 PT; 98.4% of MWRs above the 2015 PT; 45.31% of MWRs above the 2018 PT					
2. Percent of appealed cases on wage orders/ exemption cases resolved within the reglementary period/process cycle time of 60 days		98%	98%	98%	98%	98%	-	-	-	-	-	-	

Output Indicators													
1. Number of clients reached thru advocacy services		60,000	90,000	60,000	90,000	300,000	147,433	-	-	-	-	-	A total of 147,433 (49%) clients reached thru advocacy services
2. Number of wage orders issued, as necessary		As necessary	-	-	-	-	-	-					
3. Percentage of wage cases resolved within forty-five (45) days upon receipt of application		98%	98%	98%	98%	98%	-	-	-	-	-	-	

Prepared By:



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QUARTERLY PHYSICAL REPORT OF OPERATIONS
as of 31 March 2022

FM-NWPC-PID-06
Revision 0

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 31 March 2022
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total		
1	2	3	4	5	6	7 = (3+4+5+6)	8	9
ORGANIZATIONAL OUTCOME 1: Capacity of MSMEs to implement productivity improvement program enhanced	301000000							
Enterprise Productivity Improvement Program								
1. Productivity Toolbox: ISTIV PAP, ISTIV Bayanihan, ISTIV Plus SIB, Service Quality, 5S/7S, Lean Management, Retail Service Green Productivity, and other orientations) to improve workers' capacity and enterprise competitiveness		1,952	2,928	2,928	1,952	> 9,760 MSMEs oriented/trained	> 3,797 (39%) MSMEs oriented/trained with 4,745 participants	> 3,797 (39%) MSMEs oriented/trained with 4,745 participants
		1,440	2,160	2,160	1,440	> 7,200 MSMEs oriented	> 2,881 (40%) MSMEs benefitted from productivity orientations with 3,579 participants	> 2,881 (40%) MSMEs benefitted from productivity orientations with 3,579 participants
		512	768	768	512	> 2,560 MSMEs trained	> 916 (36%) MSMEs benefitted from productivity trainings with 1,166 participants	> 916 (36%) MSMEs benefitted from productivity trainings with 1,166 participants
		98%	98%	98%	98%	> 98% of the respondents rated the training services as satisfactory or better	> 100% or 1,166 out of the 1,166 respondents rated the training services as satisfactory or better	> 100% or 1,166 out of the 1,166 respondents rated the training services as satisfactory or better
		-	230	589	333	> 1,152 or 45% of MSMEs trained with PIP/action plans implemented	> 9 out of 916 or 1% of MSMEs trained with PIP/action plans implemented	> 9 out of 916 or 1% of MSMEs trained with PIP/action plans implemented
		-	-	-	160	> 160 MSMEs successfully implemented its PIP/Action Plans (Terminal Reports)	-	-
2. Technical Assistance on designing productivity performance-based incentive schemes (Tier 2)		80	320	320	80	> 800 establishments provided with technical assistance on designing/ formulation of productivity/performance-based incentive schemes	> 98 (12%) establishments provided with technical assistance on designing/ formulation of productivity/performance-based incentive schemes	> 98 (12%) establishments provided with technical assistance on designing/ formulation of productivity/performance-based incentive schemes
		-	-	60	36	> 96 or at least 12% of the total number of establishments provided with technical assistance have installed/enhanced productivity/performance based incentive schemes	-	-
		-	-	-	48	> 48 establishments with productivity/performance based incentive schemes	-	-
3. Development of Productivity Modules								
a. Finalized development of seven (7) modules		x	x	EO Sept	-	> Seven (7) existing modules upgraded/finalized	> Three (3) modules upgraded/finalized	> Three (3) modules upgraded/finalized
1) Succeeding in Business in the New Normal							1) ISTIV-SIB	
2) Retail and Visual Merchandising							- Deployed the module to RTWPB with the following materials: PPT, Trainers Guide, Handout	
3) Costing and Pricing							- Prepared training report	
4) Brand Reputation: Tips on Building a Good Brand Image							2) Retail Service	
5) 4Ps of Marketing							- Approved for deployment	
6) Business Continuity and Resiliency Planning							3) Costing and Pricing	
7) Lean Management 4.0							- Approved for deployment	
							> For deployment to RBs	
							1) Domestic Work	
							> Ongoing revision	
							1) Business Continuity and Resiliency Planning	
							2) 4Ps of Marketing	
							3) Brand Reputation	
							> Prepared first draft of module on Lean and Industry Industry 4.0 for presentation to 'DED Damo and Director Jota	
b. Developed three (3) new modules		x	x	x	EO Dec	> Three (3) new modules developed	> Prepared concept notes on Improving Productivity through Employee Engagement	
1) Improving Work Life Balance by Implementing Productivity Tools and Methodologies in the Better Normal								
2) Improving Productivity thru Financial Analysis								
3) Improving Productivity through Employee Engagement								
4. Development of Digital Learning Materials on Productivity								
a. Developed three (3) new e-Learning modules		x	x	x	x	> Three (3) new e-Learning modules developed	> Developed/rendered the e-learning module thru Adobe Captivate for presentation to DED Level	
1) 8 Type of Wastes								

Particulars	UACS CODE	Physical Targets					Total	Physical Accomplishments	Remarks as of 31 March 2022
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter				
2) Visual Merchandising 3) Enhance Stock Control								1) 8 Type of Wastes 2) Visual Merchandising > Prepared storyboard for the YouTube Learning Videos 1) Lean and 8 Wastes 2) ISTIV Values for Smarter and Productive Workforce	
5. Conducted capacity building on Design Thinking		-	-	-	EO Dec	> One (1) capacity building conducted			
6. Provided technical assistance in the conduct of Productivity Training Programs, as requested by RBs and/or other partner agencies		x	x	x	x	> Demand Driven		> Provided six (6) technical assistance to RTWPBs and stakeholders on Productivity Toolbox 1) Acted as Resource Speaker on Work Life Balance: Productive Work from Home during the NWPC Learning Session 2) NERS - Attended meeting with BLE re: DOLE Program under NERS - Attended meeting with BLE re: Mission RACE - Updated and submitted Mission RACE Progress report to Dir. Jota 3) PPRD -2022 Productivity Toolbox Assessment - Reviewed Productivity Toolbox Assessment questionnaire prepared by PPRD - Prepared and submitted to Dir. Jota comments on the suggestions on the questionnaire of PPRD on Prod. Toolbox assessment - Attended meeting re: review of prod toolbox questionnaire 4) WPRD - PBIS Module - Prepared video clip on Productivity-Based incentive Schemes to be incorporated in the PBIS module 5) DOLE-HRDS - Acted as resource person during orientation on NWPC Productivity Toolbox re: DOLE HRDS activity "Refresher Course (Re-orientation) DOLE Mandate, Programs, Policies and Guidelines for Employees CY 2022" (March 31) 6) DOLE RO-4A PESO Acted as resource speaker during DOLE RO 4A-PESO YEPA re: productive career choice and work ethics	> Provided six (6) technical assistance to RTWPBs and stakeholders on Productivity Toolbox
7. Conducted the 2022 National Productivity Conference		-	-	-	x	> One (1) conference conducted		> Conducted pre-NPC activities: - Prepared documents - venue, program, resource persons, and cost estimate - Prepared draft/revised concept note - proposed theme, topics, and mode of conduct - Prepared presentation on the proposed theme, topics, speakers, and timeline - Presented the proposed 2022 NPC to PRS Revised the proposed 2022 NPC with inputs from ED Sy Contacted OSHC for assistance in enterprise - who can be tapped as speaker or reactor in NPC	
8. Innovivity Projects		x	x	x	x			> Status of Innovivity Projects: 1) Tier 1 Explainer Advocacy - Completed explainer video series 1 for <i>Minimum Wage as a Right</i> (Pending release on social media due to the sensitivity of the public to wage-related materials) - Script draft for series 2 is ongoing revisions by the group after review of PID & WPRD 2) VPN - Completed VPN training for MIS personnel - Completed 3 systems configuration out of the 6 laptop units of FMD (Remaining 3 laptops to be completed within April) 3) Records Management - Completed Record Management via MS Sharepoint - Ongoing revision on the Memorandum on the Implementation Guidelines (based on PRS comments) 4) In-House Chatbot - Launched last March 30 - Initial Data Gathered: > Total unique users from launch date: 306	

Particulars	UACS CODE	Physical Targets					Physical Accomplishments	Remarks as of 31 March 2022
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total		
ORGANIZATIONAL OUTCOME 2: Fair and reasonable minimum wages in accordance with law ensured								
Wage Regulatory Program								
1. Two-Tiered Wage System (TTWS)								
a. Tier 1								
1) Monthly TTWS Regional Monitoring Reports		3	3	3	3	> 12 reports prepared	> 3 reports prepared	> 3 reports prepared
2) At least one (1) public hearing conducted if the Board issues a Wage Order; Wage Consultations, as necessary		x	x	x	x	> At least one (1) public hearing conducted if the Board issues a Wage Order; Wage Consultations, as necessary		
3) Issuance of Wage Orders		As necessary	As necessary	As necessary	As necessary	> Wage order issued, as necessary	> No wage order issued	> No wage order issued
4) Percentage of number of minimum wage rates (MWRs) above poverty threshold (PT): > 100% of MWRs above the 2012 PT > 98.4% of MWRs above the 2015 PT > 41.43% of MWRs above the 2018 PT		100% 98.4% 41.43%	100% 98.4% 41.43%	100% 98.4% 41.43%	100% 98.4% 41.43%	> 100% of MWRs above the 2012 PT > 98.4% of MWRs above the 2015 PT > 41.43% of MWRs above the 2018 PT	> 100% of MWRs above the 2012 PT > 98.4% of MWRs above the 2015 PT > 45.31% of MWRs above the 2018 PT	> 100% of MWRs above the 2012 PT > 98.4% of MWRs above the 2015 PT > 45.31% of MWRs above the 2018 PT
b. Facility Evaluation (FE)		100%	100%	100%	100%	> 100% of requests with complete supporting documents acted upon within the prescribed 35-day process cycle time	> 100% of 14 requests for technical assistance on Facility Evaluation (FE) with complete supporting documents acted upon - 12 out of 14 (86%) FE Orders issued	> 100% of 14 requests for technical assistance on Facility Evaluation (FE) with complete supporting documents acted upon - 12 out of 14 (86%) FE Orders issued
c. Time and Motion Studies (TMS)		100%	100%	100%	100%	> 100% of requests with complete supporting documents acted upon within the prescribed 35-day process cycle time	> 100% of 3 requests for technical assistance on Time & Motion (TMS) with complete supporting documents acted upon - 3 out of 3 (100%) TMS Orders issued	> 100% of 3 requests for technical assistance on Time & Motion (TMS) with complete supporting documents acted upon - 3 out of 3 (100%) TMS Orders issued
d. Part-Fixed and Part-Performance Based Compensation Scheme in the PUB Industry		100%	100%	100%	100%	> 100% of requests acted within 10 days from receipt of complete supporting documents	> 100% of 25 applications/ requests with complete documents acted upon - 25 Orders issued	> 100% of 25 applications/ requests with complete documents acted upon - 25 Orders issued
e. Minimum Wage for Domestic Workers		As necessary	As necessary	As necessary	As necessary	> Wage order for domestic workers issued, as necessary	> No wage order for domestic workers issued	> No wage order for domestic workers issued
2. Wage Exemption Application								
a. Resolution on Wage Exemption Applications		98%	98%	98%	98%	> Achieved 98% disposition rate on application for exemption filed with RBs within the 45-day reglementary period	> No application for wage exemption received	> No application for wage exemption received
b. Report on Status of Wage Exemption Applications submitted to NCMB		3	3	3	3	> 12 reports submitted every end of the month	> 3 reports submitted to NCMB Q1: Jan 26, Feb 28, and Mar 25	> 3 reports submitted to NCMB Q1: Jan 26, Feb 28, and Mar 25
3. Appeals on Wage Orders and Wage Exemption Applications		98%	98%	98%	98%	> Achieved 98% disposition rate on appeal on wage orders and exemption cases within the 60-day reglementary period	> No applications received	> No applications received
4. Advocacy and Information Services: Tamang Kaalaman sa Kita at Kakayahan (T3K)		60,000	90,000	90,000	60,000	> 300,000 clients reached thru advocacy services	> 147,433 (49%) clients reached advocacy services - 4,072 public information assistance - 19,639 IEC materials - 4,963 wage clinics/seminar/public fora - 118,759 mass media	> 147,433 (49%) clients reached advocacy services - 4,072 public information assistance - 19,639 IEC materials - 4,963 wage clinics/seminar/public fora - 118,759 mass media

Particulars	UACS CODE	Physical Targets				Total	Physical Accomplishments		Remarks as of 31 March 2022
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter		1st Quarter		
5. Learning Sessions		98%	98%	98%	98%	> 98% of respondents rated the frontline services as satisfactory or better	> 100% or 523 out of the 523 respondents rated the frontline services as satisfactory or better	> 100% or 523 out of the 523 respondents rated the frontline services as satisfactory or better	
		3	3	3	3	> 12 Learning Sessions on wages, productivity, and labor market-related topics/concerns conducted	> Conducted 3 Learning Sessions 1) Unlocking Productivity through Self Care and Work Life Balance (February 24) 2) General Labor Standards/COVID-19 Issuances (March 09) 3) Diversity and Inclusion as a Driver of Engagement, <i>Women's Month</i> (March 23)	> Conducted 3 Learning Sessions 1) Unlocking Productivity through Self Care and Work Life Balance (February 24) 2) General Labor Standards/COVID-19 Issuances (March 09) 3) Diversity and Inclusion as a Driver of Engagement, <i>Women's Month</i> (March 23)	
6. Research studies/technical papers/reports on wages and productivity as bases for sound policy formulation/ recommendation		98%	98%	98%	98%	> 98% of respondents rated the Learning Sessions as satisfactory or better	> 100% or 505 out of 505 respondents rated the frontline services as satisfactory or better	> 100% or 505 out of 505 respondents rated the frontline services as satisfactory or better	
a. Assessment of Productivity Toolbox		x	x	x	x	> Research paper submitted (PPRD and TTSD)	> Conducted initial desk research > Gathered research/reference materials > Prepared the following for initial meeting with TTSD: Timeline of Activities, Concept Note > Prepared Guide Questions for the FGD with the RTWPBs > Coordinated and conducted initial meeting with TTSD (February 04) - Presented results of previous studies, and - Discussed research objectives and work plan > Prepared and submitted Guide Questions based on suggestions and discussion during meeting > Conducted brainstorming on drafting the guide questions for MSMEs and trainers (March 7 & 16) > Coordinated with TTSD for inputs/comments on the assessment questionnaire for RTWPBs > Attended the PPRD meeting w/ TTSD and Dir. Jota to discuss Assessment of Productivity Toolbox		
b. Review of the criteria and mechanics of the Productivity Olympics		x	x	x	x	> Operations manual submitted (PPRD)	> Prepared draft Productivity Olympics Guidebook Manual		
c. Amendments to the Republic Act 6971		x	x	x	x	> Position papers submitted upon request (PPRD)	> Coordinated with Senate Committee on Labor, Employment & Human Resources Development to inquire on the status of amendments to RA 6971 > Prepared and submitted the following documents: - Consolidated bills authored/sponsored by Senators Ralph Recto, Imee Marcos, and Nancy Binay - Letters to Senators Binay, Recto, and Marcos - Route slip and memo to SecLab for letters to > Provided input on the tax incentives of RA 6971 for PBIS module > Coordinated with staff of Senate Committee on Labor & Employment to follow up on the status of amendatory bill to RA 6971 > Prepared and submitted the following documents: Memo, letters, and route slip on letters for senators > Coordinated with BIR regarding the Revenue Memorandum Circular No. 102 S. 1990 on the availment and process of the tax incentives on productivity > Conducted environmental scanning on availing special tax deductions on RA 6971 > Reviewed IRR of RA 6971 or the Productivity Incentives Act and brainstormed on the possible structure of the process flowchart > Coordinated with the Office of Senate Committee on Labor Employment and Human Resources Development to request for updates on the status of HB 10410 Development to request for updates on the status of HB 10410		
d. A Study on the Prevailing Wage and Productivity Practices of Barangay Micro-Business Enterprises		x	x	x	x	> Final report submitted (WPRD)	> Prepared letters for DTI re: shift to FGD, request for regional focals and data on 2021 registered BMBEs > Presented to ED Sy and the Commission en Banc the FGD Guide (March 10)		
e. Exploratory Study on the Effects of Minimum Wage on Workers in the Informal Sector		x	x	x	x	> Final report submitted (WPRD)	> Prepared/submitted Concept Note and Terms of Reference		
f. Exploratory Study on the Influence of Minimum Wage Issuances to CBA-Negotiated Wage Increases		x	x	x	x	> Final report submitted (WPRD)	> Prepared/submitted concept note		

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g. Review on How the Pandemic Influenced the Legal and Policy Frameworks on Employment and Work Arrangement		x	x	x	x	> Research paper submitted (RALD)	> Concept paper submitted and approved Ongoing research and writing	> Research paper writing 60% done
h. Formulation of NWPC Guidelines for Cyber Security which will form part of the NWPC Data Privacy Manual		x	x	x	x	> Guidelines submitted (RALD)	> Concept paper submitted and approved with initial draft ongoing team review	> Guidelines crafting 100% done, ongoing team review
FINANCIAL MANAGEMENT								
1. Workshop on Financial Management		x	-	-	-	> Workshop conducted	> Workshop on Financial Management conducted on 02-04 February 2022 via Zoom	
2. Allotment Utilization		15%	50%	85%	100%	> 100% fund utilization	> 23.28% allotment utilized as of March 2022 - PS: 23.56% - MOOE: 21% - CO: 71.31%	
3. Cash Utilization		100%	100%	100%	100%	> 100% cash utilization	> 99.9% or 100% cash utilization	
4. Flash Performance Report		3	3	3	3	> 12 monthly Flash Performance Report submitted to DOLE-FMS	> 3 Monthly Flash Performance Reports submitted to DOLE-FMS on the following dates: - January - February 07, 2022 - February - March 07, 2022 - March - April 07, 2022	
5. BFAR		1	1	1	1	> 4 quarterly reports submitted to DBM	> Q4-2021 BFAR submitted on 30 January 2022 > For finalization of Q1-2022 BFAR	
INSTITUTIONAL SUPPORT								
1. Gender and Development (GAD) Plan		x	x	x	x	> GAD programs and projects implemented/ conducted	> 2022 GPB report endorsed by PCW (Feb 21) > 2021 GAD AR submitted to GMMS (March 11)	
NON-CORE INDICATORS								
Support to Operations								
1. Quality Management Systems (QMS) Implementation and QMS Audit		1	1	1	1	> QMS Quarterly Reports on the continual improvements activities and initiatives submitted on or before the 15th day of the month following the reference quarter	> QMS Performance Report submitted on March 31 to DOLE-FMS > Passed the ISO 9001:2015 Recertification Audit by TUVR (01-02 March 2022)	
2. Planning and Management Information System								
a. CorPlan/MYPA/ YEPA		1	x	1	1	> CorPlan/MYPA/YEPA conducted	> 2022 NWPC-RTWPB Planning Exercise conducted on 17-18 March 2022 at the Diamond Hotel Philippines - NWPC Planning Exercise conducted on 19-20 & 25 January 2022 via Zoom - CO-RB Consultation Meeting conducted on 09 February 2022 via Zoom - CO-RB Secretariat Level Planning conducted on 15-16 February 2022 via Zoom	
b. Implementation of the 2021 NWPC ISSP		x	x	x	x	> Procurement recommendation and bidding docs prepared	> Posted in PHILGEPs - 300 licenses of antivirus application (March 25) - 4 units of laptop (March 25) - 2 photocopier machine (March 28) > BAC Resolution approved - Renewal of LMS Subscription - Gnomio (March 22) > For submission of SPPMP - Desktop (DBM-PS) *Waiting for the availability of stocks in PS on May 13 > For Canvass - 25 licenses of online grammar and language checker tool (1 year subscription)	
3. Administrative Services								
a. Staff Development Program		x	x	x	x	> Trainings/seminar facilitated/conducted	> 34 local trainings availed and organized at CO and RB levels a. 12 internal training organized benefitting 276 participants (82 male and 194 female) b. 22 external training attended/participated by 15 employees (4 male and 11 female) > No foreign training availed within the coverage period	

Particulars	UACS CODE	Physical Targets					Physical Accomplishments	Remarks as of 31 March 2022
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total		
1) Labor and Administrative Continuing Education System (LACES)		ORAOHRA	GAD	Wages	x	1) Two (2) events with GAD-based LACES to be held simultaneous with 2022 Teambuilding	> The 1st LACES for CY 2022 was held on March 22 to 25 with resource speaker from CSC-NCR FO BSP.	> The other in-housed webinars were spearheaded by PID and TTSD. > Employees with training gaps on Labor Standards will be required to attend learning session sponsored by PID
2) Deployment to External Trainings subject to Personnel Development Committee (PDC)		x	x	x	x	2) Dependent on the output of PDC assessment		
3) 2022 Teambuilding Exercises		-	x	-	-	3) 2022 Teambuilding Exercises conducted		
b. Health, Safety and Welfare Program								
1) 2022 Annual Physical Examination		-	-	x	-	> 2022 APE conducted		
2) Influenza Vaccination		-	x	-	-	> Influenza vaccination administered		
3) Medical Supplements (Vit. C)		x	-	-	-	> Medical Supplements (Vit. C) procured and distributed	> 94 personnel received medical supplements (February 15-16)	
4) Drug Testing		-	x	-	x	> Drug testing conducted		
Prepared by:		In coordination with:			Approved by:			
 LOURDES M. SECILLANO Chief, Planning and Information Division		 EDITHA M. SAÚ Chief, Financial Management Division			 MARIA CRISELDA R. SY Executive Director			12 April 2022