

QUARTERLY PHYSICAL REPORT OF OPERATIONS
as of Sept. 30, 2019

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

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

Particulars	UACS CODE	Physical Targets					Physical Accomplishments (% of 1st Quarter Target)	Physical Accomplishments (% of 2nd Quarter Target)	Physical Accomplishments (% of 3rd Quarter Target)	Remarks (as of Sept. 30, 2019)
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total				
1	2	3	4	5	6	7 = (3+4+5+6)	8	9	10	14
ORGANIZATIONAL OUTCOME 1: Capacity of MSMEs to implement productivity improvement program enhanced	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%)	> 6,148 MSMEs were provided productivity orientations/ trainings (51.2%)	> 3,958 MSMEs were provided productivity orientations/ trainings (33%)	> 13,538 MSMEs were provided productivity orientations/ trainings (113%)
		> 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%)	> 4,681 MSMEs benefitted from productivity orientations with 7,590 participants benefitted (56%)	> 2,496 MSMEs benefitted from productivity orientations with 3,385 participants benefitted (56%)	> 9,575 MSMEs benefitted from productivity orientations with 15,173 participants benefitted (115%)
		> 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%)	> 1,467 MSMEs benefitted from productivity trainings with 2,543 participants benefitted or (40%)	> 1,462 MSMEs benefitted from productivity trainings with 2,180 participants benefitted or (40%)	> 3,963 MSMEs benefitted from productivity trainings with 6,945 participants benefitted or (107%)
		-	> 720	> 720	> 400	> 50% or 1,840 MSMEs trained with PIP/action plans implemented	> 13 MSMEs trained with PIP/action plans implemented (0.7%)	> 246 MSMEs trained with PIP/action plans implemented (13%)	> 1,061 MSMEs trained with PIP/action plans implemented (57%)	> 1,320 MSMEs trained with PIP/action plans implemented (71.7%)
		-	> 48	> 64	> 48	> 160 terminal reports documented/implemented/ submitted	> scheduled to be done starting Q2 (no target for Q1)			
		> 80	> 320	> 320	> 800	> 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%)	> 370 MSMEs provided with technical assistance on designing productivity based incentive schemes (46%)	> 278 MSMEs provided with technical assistance on designing productivity based incentive schemes (35%)	> 860 MSMEs provided with technical assistance on designing productivity based incentive schemes (108%)
		> 16	> 48	> 48	> 32	> 144 MSMEs assisted with productivity-based incentive schemes installed		> 25 MSMEs assisted with productivity-based incentive schemes installed	> 32 MSMEs assisted with productivity-based incentive schemes installed	> 57 SMEs assisted with productivity-based incentive schemes installed (40%)
		> 16	> 48	> 48	> 32	> 144 MSMEs implementing Tier 2 documented		> 21 MSMEs implementing Tier 2 documented	> 62 MSMEs implementing Tier 2 documented	> 83 MSMEs implementing Tier 2 documented (57%)
> 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	> 100% of 2,537 respondents rated course content, materials and trainer satisfactory or better	> 100% of 2,178 respondents rated course content, materials and trainer satisfactory or better	> 100% of 6,934 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	> 1,399 respondents rated satisfactory or better from the information and technical assistance provided	> 100% of 1,309 respondents rated satisfactory or better from the information and technical assistance provided	> 100% of 4,330 respondents rated satisfactory or better from the information and technical assistance provided
						> 100% of request for legal advice acted upon within 5 days from receipt of requests	> 100% of 70 requests for legal advice acted within 5 days from receipt of request	> 100% of 61 requests for legal advice acted within 5 days from receipt of request	> 100% of 95 requests for legal advice acted within 5 days from receipt of request	> 100% of 226 requests for legal advice acted within 5 days from receipt of request
> Spot Audit Report								> Spot Audit Report on Productivity Improvement Program submitted on April 8, 2019		

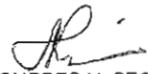
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2. Development/ Upgrading of Modules: - Work-Life Balance Leading to Workplace Productivity - QC Tools - ISTIV-PAP		> Concept note created	> Session plan developed	> Modules revised/ > Modules deployment		> 3 training modules	> Concept notes created/ approved	> Module developed/presented on April 11 & 15, May 7 & 17 > Module developed/presented on April 12, May 6, June 7 & 14, 2019 > Module developed/presented May 10, & 23, and June 18, 2019	> Modules finalized/approved for Training of Trainers on the following dates: - Work-Life Balance Leading to Workplace Productivity - Sept.30 2019 - QC Tools - Sept. 17, 2019 - ISTIV Values for Smarter and Productive Workforce -Sept. 17, 2019	
3. Development of four (4) 1- hour sessions: a. Six Sigma b. Time Management c. Total Quality Management (TQM) d. Just In Time (JIT)							> Sessions presented to the Directorate on the following: a) Six Sigma - Jan. 25, Feb. 8, and March 6, 2019 b. Time Management - March 6, 26 & 28, 2019 c. TQM - Jan. 29, 2019 d. Just In Time (JIT) - Jan. 29, Feb. 8, March 6 & 27,	> Sessions presented to the Directorate on the following: a) Six Sigma - April 23 and May 6, 2019 b) TQM - April 6 & 29, May 6 & 29, 2019 c) JIT - May 7 & 17, 2019, 29, 2019 d. Additional modules developed and presented : a) HCCP - May 9 & 23, June 6 & 27, 2019 b) GMP - May 9 & June 20, & 27, 2019	> Six Sigma finalized/approved on Sept. 25, 2019 > TQM finalized/approved on Sept. 30, 2019 > JIT finalized/approved on Sept. 30, 2019 > HACCP and GMP finalized/ approved on Sept 30, 2019	
4. Capacity Building on QC Tools, New and Upgraded Training Modules and Advance Productivity Tools and Techniques							> Draft project proposal submitted to TSD Director	> Preparation for the capacity building started	> Project proposal signed 17 Sept. 2019 > Capacity building conducted Sept 30- Oct 3, 2019 with 33 RB participants at Hotel Lucky Chinatown, Manila	
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	> 5 learning sessions conducted benefitting 214 participants (Male: 47, Female :167 from 114 companies	> 5 learning sessions conducted benefitting 267 participants (Male: 35, Female :232 from 154 companies	> 15 learning sessions conducted benefitting 740 participants (Male: 134, Female: 606 from 400 companies
6.) 2019 Productivity Olympics		> PO regional level monitored > Criteria, mechanics and guidelines disseminated	> Briefing of NSC and NJP members conducted	> Evaluation & screening conducted > National finalists selected > Awarding conducted			> Technical assistance to RBs provided > On-line and face-to-face orientation via skype to PO regional Focal Persons conducted > PO criteria, mechanics and guidelines prepared and disseminated Feb. 20, 2019	> 149 Regional Winners awarded > TWG-PO consensus review conducted June 26-28, 2019 > NSC & NJP Briefing conducted June 20, 2019	> Selection of 33 National Finalists by National Screening Committee conducted July 26, 2019 at Pan Pacific Hotel, Manila > Selection of 8 National Winners by National Judging Panel conducted August 23, 2019 at Pan Pacific Hotel, Manila	> Awarded on the fl. dates: RB CAR -JULY 23, 2019 RB NCR -JULY 4, 2019 RB I- June 28, 2019 RB II- June 21, 2019 RB III - June 28, 2019 RB IV-B - May 22, 2019 RB V- June 25, 2019 RB VI - July 1, 2019 RB VII - May 24, 2019 RB VIII - May 24, 2019 RB IX- June 12, 2019 RB X - May 31, 2019 RB XI - June 6, 2019 RB XII - May 15, 2019 RB XIII - May 1, 2019 > RB-IV-A awarding scheduled in October 2019
1. TIER 1 a) Review/monitoring of socio economic situation in the region b) Conduct of wage consultations/ public hearings/board deliberations		> 1 report prepared	> 1 report prepared	> 1 report prepared	> 1 report prepared	> 4 reports prepared > 32 wage consultations/ public hearings/ board deliberations conducted as necessary	> 1st quarter narrative report being drafted > 11 public hearings/consultations conducted with 906 participants (Male: 352 and Female: 554) with the fl. breakdown: - CAR- 3 wage consultations for DW - RB I - 2 public hearings (Regular and DW) - RB- VI - 2 public hearings - RB XIII - 4 public hearings	> 1st quarter narrative report submitted > 2nd quarter report drafted > 8 public hearings/consultations conducted with 1,254 participants (Male: 412 and Female: 842) with the fl. breakdown: - IV-A - 3 public consultations - IV-B - 2 public hearing - VII - 2 public consultations - RB XIII - 1 public hearing	> 2nd quarter narrative report submitted > 3rd quarter report drafted > 21 public hearings/consultations conducted with 1,638 participants (Male: 619 and Female: 1,019) with the fl. breakdown: - NCR 3 wage consultations - CAR - 4 public consultations - RB III - 7 public consultations 1 public hearing -RB VII- 2 public hearings - VIII - 1 public hearing - RB IX - 2 public consultations -RB XII - 1 consultation	> 40 public hearings/consultations conducted with 3,798 participants (Male: 1,383 and Female: 2,415)

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c) Issuance of Wage Orders (WOs) / Implementing Rules (IRRs) > 100% wage rates above the 2012 Poverty Threshold > 95% of wage rates above the 2015 Poverty Threshold based on 83 MWRs(as of Dec. 2018)						> as necessary > 100% of wage rates above 2012 poverty threshold but not exceeding the average wage levels > 95% of wage rates above 2015 poverty threshold but not exceeding the average wage levels	> 1 wage order issued (RB XIII)	> 1 wage order issued (RB I)	> 1 wage order issued (RB VIII)	> 3 wage orders issued (RBs: I, VIII & XIII) > 100% or 92 out of 92 minimum wage rates above the 2012 PT > 80 out of 83 MWRs or 96.4% of wage rates above the 2015 poverty threshold
d) Minimum Wage for Domestic Workers (DW) 2. TIER 2						> as necessary	> 2 dom work wage orders issued (RBs: I & CAR)	> 1 domwork wage order issued (RB VI)	> 1 domwork wage order issued (RB IV-B)	> 4 dom work wage orders Issued (RBs: CAR, I, IV-B & VI)
a) Issuance of wage advisories (as necessary) 3. Facility Evaluation (FE) / Time and Motion Studies (TMS)		> 100% of requests with complete supporting documents acted upon	> 100% of requests with complete supporting documents acted upon	> 100% of requests with complete supporting documents acted upon	> 100% of requests with complete supporting documents acted upon	> 100% of requests with complete supporting documents acted upon	> 100% of 33 FE applications/ requests from firms with complete documents acted upon - 21 out of 33 or 63.6% FE orders issued	> 100% of 35 FE applications/ requests from firms with complete documents acted upon - 28 out of 35 or 80% FE orders issued	> 100% of 39 FE applications/ requests from firms with complete documents acted upon - 29 out of 39 or 74.4% FE orders issued	> 100% of 87 FE applications/ requests from firms with complete documents acted upon - 77 out of 87 or 88.5% FE orders issued
4. D.O 118-12 (Rules and Regulations Governing the Employment and Working Conditions of Drivers)							> 100% of 15 TMS applications/ requests from firms with complete documents acted upon - 9 out of 15 or 60% piece rate/production	> 100% of 18 TMS applications/ requests from firms with complete documents acted upon - 16 out of 18 or 88.9% piece rate/production	> 100% of 23 TMS applications/ requests from firms with complete documents acted upon - 19 out of 23 or 82.6% piece rate/production	> 100% of 48 TMS applications/ requests from firms with complete documents acted upon - 44 out of 48 or 91.7% piece rate/production
5. Resolution on Wage and Exemption Cases							> 100% of 70 applications/requests with complete documents acted upon	> 100% of 125 applications/requests with complete documents acted upon	> 100% of 143 applications/requests with complete documents acted upon	> 100% of 328 applications/ requests with complete documents acted upon
a) Cases resolved within the 45 days from receipt of application for exemption filed with the Regional Boards						> 98% disposition rate	> 3 orders issued (Guidelines took effect March 9, 2019)	> 94 orders issued	> 97 orders issued	> 194 orders issued
b) Appeals on Wage Order / Exemption cases filed with the Commission						> 98% disposition rate	> 100% disposition rate (20 out of 20 applications for wage exemption disposed)	> No application received for the period	> 100% disposition rate (1 out of 1 application for wage exemption disposed)	> 100% disposition rate (21 out of 21 applications for wage exemption disposed)
6. Tamang Kaalaman sa Kita at Kakayahan (T3K) > Development, Production and Dissemination of IEC Materials		> 54,000	> 81,000	> 81,000	> 54,000	> 270,000 clients reached thru advocacy services	> 103,128 clients (38%) reached thru advocacy information services on the ft.: - Public information - 7,080 assistance - IEC materials - 35,285 - Wage clinique/ seminar/public fora - 4,747 - Mass media - 56,016	> 100,477 clients (37%) reached thru advocacy information services on the ft.: - Public information - 5,531 assistance - IEC materials - 34,079 - Wage clinique/ seminar/public fora - 5,096 - Mass media - 55,771	> 136,549 clients (50%) reached thru advocacy information services on the ft.: - Public information - 5,045 assistance - IEC materials - 39,798 - Wage clinique/ seminar/public fora - 7,302 - Mass media - 84,404	> 340,154 clients (126%) reached thru advocacy information services on the ft.: - Public information - 17,656 assistance - IEC materials - 109,162 - Wage clinique/ seminar/public fora - 17,145 - Mass media - 196,191
a) Press conference/briefings		> 4	> 4	> 4	> 4	> 16 press conference/ briefings conducted	> Prepared and disseminated January & February 2019 Infographics	> 2 Usabana 2Ps conducted (RBs: XI, XIII)	> 15 Usabana 2Ps conducted (RB: V - 14 & X - 1)	> 29 Usabana 2Ps conducted
b) Press/media releases		> 12	> 12	> 12	> 12	> 48 press releases	> 12 Usabana 2Ps conducted (RBs: NCR, CAR, III, IV-B, VII, XII & XIII)	> 2 Usabana 2Ps conducted (RBs: XI, XIII)	> 15 Usabana 2Ps conducted (RB: V - 14 & X - 1)	> 29 Usabana 2Ps conducted
c) Radio/TV questionnaires/interviews						> 100% of requests attended	> 1 press conference/ briefings conducted	> 15 press conference/ briefings conducted	> 1 press conference/ briefings conducted	> 18 press conference/ briefings conducted (112%)
						> 100% of requests attended	> 15 press releases (31%)	> 14 press releases (29%)	> 8 press releases (16%)	> 37 press releases (77%)
						> 100% of requests attended	> 100% of 28 requests attended	> 100% of 53 requests attended	> 100% of 16 requests attended	> 100% of 97 requests attended

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d) Good news reportino		> 9	> 9	> 9	> 9	> 36 good news reports submitted	> 15 good news reports (41%) submitted	> 16 good news reports (44%) submitted	> 8 good news reports (22%) submitted	> 39 good news reports (108%) 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%)	> 2 NWPC Bulletin/News Letters prepared/disseminated	> 3 NWPC Bulletin/News Letters prepared/disseminated	> 8 NWPC Bulletin/News Letters prepared/disseminated
f) 2018 Compedium of WOs/IRRS			> Compendium posted in the website			> 2018 Compedium posted in the website	> Copies of WO/IRRs consolidated approved	> June Bulletin for approval > Creation of links in the website completed, for presentation to Directors for approval	> Sept Bulletin for approval > Links in the website completed > 3 copies for binding	
g) Corporate give aways						> 3 corporate give aways	> Concept note approved on 6 March 2019	> 4 Corporate give aways status : a) Heating Pad - design approved on April 30, 2019 - procurement on going b) Herbal Soap - procurement process on going c) Hoodie Jacket - logo design approved - production on-going - awarded to MCRG on 22 May 2019 d) Eco-bag - logo design approved - production on-going - awarded to PIO Mktg. on 13 June 2019	> 4 Corporate give aways status : a) Heating Pad - production of heating pad coordinated b) Herbal Soap -delivered on 27 Sept 2019 and disseminated during the 2019 PO c) Hoodie Jacket - delivered 18 July 2019 /disseminated 29 Aug. 2019 d) Eco-bag delivered 15 July 2019 > Purchase for additional hoodie jacket coordinated; PR prepared 20 Sept.2019 and approved on 26 Sept. 2019	
h) AVPs						> 1 AVP developed	> Concept note dratted	> Concept note approved on 7 July 2019	> Video editing on going AVP for Motorline success story > Updating of ProdToolbox AVP completed > 4 AVPs for 2019 PO prepared (Finalists, winners, citations and and PO introduction) > 2 AVPs for Usec.Ciriaco A. Lagunzad III and former Usec Carmelita M. Pineda's tribute prepared/presented during the NWPC 30th Founding Anniversary	
STRENGTHEN RESEARCH AND DATEBASE TO SUPPORT POLICY DEVELOPMENT										
Conduct of Research 1 Process Evaluation of the Productivity Toolbox and Survey of Beneficiaries		> Documentation of key information interviews					> Key informant/interview/focus group discussions conducted in the ff. regions: - NCR (Jan. 10) - III - (Feb 7-8) - IV-A - (Jan. 30)			> Done
2 Productivity Improvement Programs and Gainsharing Schemes Survey (ISLE Rider Survey)		> Data analysis and report writing				> Initial output tables from PSA received > Survey and output report analysis > Presentation of results to Directorate	> Survey results validated > Analyzed, prepared and submitted statistical tables and graphs > Research report submitted submitted to ED 28 March 2019 > Monitored status of survey conducted by PSA	> Monitoring on the status of survey conducted by PSA on going	> Monitoring on the status of survey conducted by PSA on going	

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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	> Productivity Briefs on Transportation & Storage, Electricity, Gas and Water Supply and Construction posted in the NWPC website on 14 June 2019	> Productivity Brief on Agriculture, Forestry and Fishing posted in the the NWPC website Aug. 28,2019	
4. Inputs to the Assessment of the Minimum Wage Policy		> Development of TOR > Engagement of Experts > Data gathering	> Preliminary report > Presentation of reports to the Commission	> Validation workshops	> Finalization of reports > Submission of report to the Secretary and Congress		> TOR/Concept note approved > Mr. Daniel Kostzer and Mr. Emmanuel Esguera identified as experts > Data sets provided to the experts > Preparations for the country visit of Mr. Daniel Kostzer undertaken	> Contracts and TOR developed and signed on 27 June 2019 > Concept/design of stakeholder's consultation prepared	> Government sector consultation conducted 01 August 2019 at Hotel Jen, Manila > Memo sent to all RBs re need for DTI and NEDA to accomplish survey questionnaire > Validation workshop on 4 Oct.2019 prepared	Third party assessment, funding and technical assistance c/o ILO
5. Evaluation of the Implementation of Tier 2		> Concept note prepared > FGD guide prepared	> Site visits and FGDs conducted > Research report prepared/				> Concept note prepared > 3 Focus Group Discussions conducted in the ff. regions - NCR - March 19, 2019 - Region III- March 28-29,2019 - Region IV-A -March 26, 2019 > Highlights of report and transcription for NCR and IV-A drafted > Transcription of proceedings on-going	> Highlights of the FGDs presented to the Directorate > Enhanced FGD guide prepared		> Done
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	> Provided technical comments/data to Senate Bill 2205- Rationalization of Wage Levels on a National or Industrial Basis > Report on the Highlights of the Phil. Quality Award for Public Sector submitted to Sec. Bello on April 12, 2019 > Speech of Sec. Bello for the 2019 Regional Convention of Quality Circles in Cagayan de Oro City on July 18-19, 2019 prepared	> Comment on House Bill Nos. 1026, 304, 4157 prepared	
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 > Provided statistical data for the Assessment of Min.Wage Policy - GDP by Industrial Origin - GDP by Income Approach - GRDP Per Capita	> Wages and productivity databases maintained	> National and regional infographics updated > Nine monographs submitted to ED Sv > Updated/maintained the following database for website intranet: - Nominal/real min.wage statistics - COMWR - ASEAN Comparative wages - Wage issuances by Administration	
INSTITUTIONAL SUPPORT										
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	> 2nd quarter report submitted to DOLE-LS on 3 July 2019	> 3rd quarter report submitted to DOLE-LS on 3 Oct. 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 participated by GAD Focal 8 March 2019	> Revised GAD Plan & Budget 2020 submitted thru PCW-GMS 15 Aug. 2019 (per comments/ remarks of PCW)		
GENERAL ADMINISTRATION AND SUPPORT										
1. Quality Management Systems (QMS) Implementation QMS Audit							> Monitoring of compliance to the agreed corrections/ corrective actions on audit findings conducted	> Internal Quality Audit conducted May 22 - June 15, 2019	> 3rd quarter audit organized and scheduled on October 14-18, 2019	

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2 Planning and Management Information System a) Corplan / MYPA / YEPA		> Corporate Planning conducted					> ISO 9001:2015 recertification audit by TUVR conducted on March 4-5, 2019 > Corrective Action Planning Workshop conducted on March 20, 2019 > Received the ISO 9001:2015 re certification effective March 19, 2019 to March 18, > CO-RB Corplan conducted Jan 15-16, 2019 at Alta de Tagaytay > Presented the following reports: - 2018 NWPC Performance Assessment - NWPC Program Thrusts and Priorities - 2019 Targets and Commitments - 2018 Fund Utilization	> Monitoring of compliance to the agreed corrections/ corrective actions on audit findings conducted > 5 internal auditors attended capacity building programs on IQA > Audit plan prepared/approved	> Memo Order # 199-2019 re IQA dated 23 Sept. 2019 re issued > Regional Performance Assessment presented to the LRSCRO Cluster MYPA on July 18-19, 2019, Workers' Protection Cluster on July 23	
b) implementation of 2019 NWPC ISSP		> Procurement recommendation prepared	> Bidding docs prepared	> Canvass	> Procurement/ delivery conducted	> Recommendations for procurement and corresponding purchase request approved on March 19, 2019	> Proposal approved - 16 laptops purchased - TV monitor purchased - MS Office application delivered - Bidding process of projector, server, external hard drive and cable lock on going - Payment processing of memory upgraded server laptop and monitor on going - Technical details on the Upgrading of eProd and Chatbot submitted for approval	> 16 laptops disseminated > TV monitor disseminated > MS Office application delivered > Projector, server, scanner and external hard drive for delivery > Upgrade d server, laptop and monitor distributed > Development of the system on going > BAC Resolution for Chatbot and eProd approved > NTP/NOA awarded to Chatbot Phils. on July 30 and Aug. 5, 2019 , respectively > NTP/NOA awarded to FCC. on August 5 and September 2, 2019 , respectively		
3. Administrative Services a) Human Resource Development > Staff Development Program		> Trainigs/ seminars facilitated conducted	> 9 local trainings availed and or organized at at Central Office a) 3 Internal trainings organized benefitting 101 participants (Male: 32 , Female:69) b) 6 external training attended/participated by 13 employees (Male: 5 , Female: 8) > 1 foreign training participated by 1 female officer in Indonesia on March 26-28, 2019 > On going BAC deliberation for the conduct of annual physical examination	> 7 local trainings availed and or organized at at Central Office a) 1 Internal training organized benefitting 45 participants (Male: 19 , Female:26) b) 6 external training attended/participated by 10 employees (Male: 5 , Female: 5) > 2 foreign trainings participated by 2 female employees in Taipei on March 27-31 & June 10-21, 2019 > Annual Physical Examination conducted 8 May 2019	> 10 local trainings availed and or organized at at Central Office a) 6 internal training organized benefitting 160 participants (Male: 62 , Female: 98) b) 4 external training attended/participated by 6 employees (Male: 2 , Female:4) > 1 foreign training participated by 1 female officer in Taipei on Sept. 2-6, 2019	> 26 local trainings availed and or organized at at Central Office a) 10 internal trainings organized benefitting 366 participants (Male:113 , Female 103) b) 16 external training attended/participated by 39 employees (Male:12 , Female: 17) > 4 foreign trainings participated by 4 female employees : (1) Indonesia; (3) Taipei				
> Health, Safety and Welfare Program										

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> Employees Benefits/ Awards/Incentives							> 2 loyalty awards processed > 169 NOSA prepared/ disseminated	> 1 loyalty award being processed	> 6 loyalty awards processed	> 9 loyalty awards processed > 169 NOSA prepared/ disseminated
b) Personnel Management Services							> 6 NOSI prepared/ disseminated	> 8 NOSI prepared/ disseminated	> 14 NOSI prepared/ disseminated	> 28 NOSI prepared/ disseminated
c) PRAISE							> 1 appointment processed/ issued	> 1 appointment processed/ issued		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			> Done
b) Allotment Utilization		> 25%	> 30%	> 30%	> 15%	> 100% fund utilization	as of March. 2019 > Allotment utilized PS- 92% MOOE - 100% CO - Total - 84%	> as of June 2019 Allotment utilized PS- 48% MOOE - 40% CO - 36% Total - 45 %	> as of Sept. 2019 Allotment utilized PS- 69 % MOOE - 72 % CO - 79 % Total - 69%	
c) Cash Utilization		> 100% of NCA for the quarter	> 100% of NCA for the quarter	> 100% of NCA for the quarter	> 100% of NCA for the quarter	> 100% cash utilization	> 100% cash utilization base on cash program	> 98% cash utilization base on cash program	> 92% cash utilization base on cash program	
		> Reports submitted	> Reports submitted	> Reports submitted	> Reports submitted		> Monthly Flash Performance reports submitted to DOLE- FMS	> Monthly Flash Performance reports submitted to DOLE- FMS	> Monthly Flash Performance reports submitted to DOLE- FMS	
							> 1st quarter BFAR submitted on April 29, 2019	> 2nd quarter BFAR for submission	> 2nd quarter BFAR submitted	
Others > NWPC 30th Founding Anniersary								> Preparation Activites completed: - AVP of awardees (Usec.Ciriaco A. Lagunzad III, Ms. Carmelita M. Pineda, Juan A. Quintos) - Administrative/logistics prepa- rations > Speech/Message of Sec. Bello and ED Sy for the NWPC 30th Founding Anniversary prepared	> NWPC 30th Founding Anniversary held at PICC on July 5, 2019 > Special Citations awarded during NWPC 30th Founding Anniversary: - Former NWPC Exec. Director Carmelita M. Pineda - Former NWPC Exec. Director Ciriaco A.Lagunzad III - Most Innovative Employee- Jerome P. Lucas - Best Performing Division - Financial and Management Division	
Prepared by:		In coordination with :				Approved by:			Date:	
 LOURDES M. SECILLANO Chief, PID		 EDITHA M. SAUS Chief, FMD				 MARIA CHISELDA R. SY Executive Director				

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