

NATIONAL WAGES AND PRODUCTIVITY COMMISSION
PHYSICAL REPORT OF OPERATIONS
as of December 31, 2012

MFO/Strategies/Programs/Projects	Year 2012 TARGETS	ACCOMPLISHMENTS	% Accompl.	Remarks
<p>MFO 1: Policies/guidelines/ standards formulation on Wages and Productivity</p> <p>A. Development of Wages and Productivity Policies</p> <p>1. Comments/Position/Technical Papers on Legislative Bills on Wages and Productivity</p> <p>2. National/Regional Policy Forum on Wages and Productivity</p> <p>3. Wage and Productivity Policy Review</p>	<p>> Comments/position/technical papers on Legislative Bills on Wages and Productivity (6)</p> <p>> Forum/Conference on Wages and Productivity conducted</p> <p>> Regional assessment and visit conducted</p> <p>> Report prepared</p>	<p>> Submitted position paper and provided technical assistance to the Bicameral conference for the Kasambahay Bill (Oct. 8 & 15)</p> <p>> Prepared 3 options on the adjusted computation of wages, all regions for the Kasambahay Bill</p> <p>> Prepared analysis for the proposed bill on the 125 Across the Board Increase</p> <p>> Prepared comments on HB 5727 An Act Restructuring the Excise Tax on Alcohol and Tobacco Products (Sept. 20)</p> <p>> Prepared comments on the concept note "Empowering Workers, Strengthening Customary Governance Towards a Just Wage System" (July)</p> <p>> Prepared comments to ILO Convention Nos. 81 (Labor Inspection Convention) and 129 (Labor Inspection Agriculture Convention for IMF)</p> <p>> Prepared Inputs to Real Sector Outlook for IMF (July)</p> <p>> Conducted 4 Area-based orientations / workshops on TTWS in the following:</p> <ul style="list-style-type: none"> - Baguio City (Feb. 16) - Tagaytay City (Feb. 24) - Cebu City (March 1) - Davao City (March 7) <p>> Conducted 10 regional visits in the following regions:</p> <ul style="list-style-type: none"> - RB CAR -Baguio City (May 17) - RB I - Pangasinan (May 16) - RB III - San Fernando, Pampanga (May 31& June 19) - RB IV-A Cabuyao, Laguna (May 24) - RB VII - Cebu City (May 17) - RB IX - Zamboanga City (May 21-22 and Oct 29-30) - RB X - Cagayan de Oro City (May 7-9) - RB-XI - Davao City (May 28) 	<p>100%</p> <p>100%</p>	

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<p>B. Minimum Wage Review & Determination</p> <p>1. Review/monitoring of socio-economic situation in the region</p> <p>2. Issuance of Wage Orders/Implementing Rules/Advisories</p> <p>3. Two-Tiered Wage System (TTWS)</p> <p>> Bus Transport Industry</p>	<p>> 64 Regional Wage price situationer reports/ 4 consolidated reports prepared</p> <p>> Wage orders/Implementing Rules reviewed/issued (as necessary)</p> <p>> 32 public hearings/consultations conducted</p> <p>> Guidelines issued</p> <p>> Regional Data generated</p> <p>> Study Visit on Wages and Productivity</p> <p>> Area/Regional orientation briefing conducted</p> <p>> Department Order/Guidelines issued on Compensation for the Bus Industry</p>	<p>> 64 Regional Wage Price Situationer/ 4 consolidated reports prepared</p> <p>> Thirteen (13 wage orders and twelvet (12) implementing rules issued (RBs NCR, I, CAR, II, III, IV-A, IV -B, V, VI,VII, VIII, XII and ARMM</p> <p>> 42 public hearings/consultations conducted</p> <p>> Guidelines Issued September 21</p> <p>> Presented TTWS concept to the members of DOLE IAC on Statistical Matters and LLMC in Calamba, Laguna</p> <p>> Prepared Q and A on the concept of TTWS</p> <p>> Prepared preliminary evaluation of strategic plan re implementation of TTWS</p> <p>> Prepared annual growth rate of average wage and poverty threshold by region, 2001-2011</p> <p>> Prepared forecasting method (% growth) for average wage and poverty threshold by region, 2012-2016 as reference data of the Boards</p> <p>> Prepared model transitioning to two-tiered wage system</p> <p>> Prepared comparative analysis of minimum wage, poverty threshold and average wage for all regions</p> <p>> Prepared matrix of data such as labor productivity, GRDP, LFS, CPI, IR, PPP and establishment data for the 2nd tier</p> <p>> Prepared regression models (3 options) and analysis using GRDP and CPI for all Boards</p> <p>> Held study visit to Japan on Wages and Productivity on June 25-29</p> <p>> Presented result of the study visit to the Secretary on July 9</p> <p>> 4 Area-based orientations/briefings on TTWS conducted:</p> <p style="padding-left: 20px;">- Bagulo City (Feb. 16), Tagaytay City (Feb 24)</p> <p style="padding-left: 20px;">Cebu City (March 1) and Davao City (March 7)</p> <p>> Department Order No. 118-12 issued on Jan. 13</p> <p>> Operational Guidelines of DO 118-12 issued February 27</p> <p>> Initial draft of manual of implementation on DO 118-12 prepared</p>	<p>100%</p> <p>131.0%</p> <p>100%</p> <p>100%</p>	<p></p> <p>continuing</p>

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<p>4. Facility Evaluation (FE) and Time and Motion Study (TMS)</p> <p>> FE</p> <p>> TMS</p>	<p>> Pilot implementation in NCR > Implementation in other regions</p> <p>> Guidelines on FE and TMS issued/published</p> <p>> 100% of applications received from firms with complete supporting documents acted upon</p> <p>> 100% of applicatins received from firms with complete supporting documents acted upon</p>	<p>> 110 PUBs in Regions NCR, CAR, II, III, IV-A, VI, X, XI and XII issued Labor Standard Compliance Certificates under DO 118-12. > Bus companies with LSCC in regions IV-A, VI, X & XII coordinated > Orientation on DO 118-12 conducted in Balanga, Betaan > Compensation schemes of 48 bus companies in NCR, CAR, II, V, and XI assessed/evaluated > Labor inspection to 158 bus companies conducted in coordination with DOLE-NCR, MMDA and LTFRB (July 2-6) > Rapid audit and one-on-one consultation w/ PUBs - 158 PUB companies covered by the rapid audit and 87 PUBs attended one-on-one consultation (May 7-18) > Orientation and provision of technical assistance on DO 118-12 and its operational Guidelines to 239 operators and 129 drivers conducted (Jan 27, Feb 14, 21, March 9, June 7, 8, 15, 22 and 25)</p> <p>> FE/TMS guidelines approved in principle; edited per comments of TIPC for indorsement to SecLab > FE and TMS guidelines approved at TEC (Nov. 12) and TIPC (Nov. 29) > FE and TMS guidelines per comments of Usec. Chato edited/re-submitted to TEC on October 28 > Draft guidelines on FE and WIMS prepared and presented to the Technical Executive Committee (TEC) of the TIPC on 29 June > Capacity Building for Luzon Area on 2TWS and Productivity Technologies conducted June 18-22 in Clark, Pampanga > Accreditation/certification of TMS practitioners with other agencies coordinated > Training re Introductory Course on operations/ production management conducted January 29 - February 8</p> <p>> 193 applications acted upon - 132 out of 193 or 68% issued orders</p> <p>> 62 applications acted upon -38 out of 62 or 63% issued piece rate/production standards orders</p>	<p>continuing</p> <p>95%</p> <p>100%</p> <p>100%</p>	<p>continuing</p>

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PHYSICAL REPORT OF OPERATIONS
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C. Disposition of Wage Exemption Cases				
1. Wage Exemption Cases filed with the Regional Boards	<ul style="list-style-type: none"> > 100 % Disposition rate > Turn-around time 	<ul style="list-style-type: none"> > 96% disposition rate achieved (155 out of 162 applications for exemption received) 	96%	7 applications (RB III - 1 and RB VII - 6) were received between Dec 11-26; concerned Regional Board has 45 days to process the applications
2. Appeals/MR on Wage Orders/ Exemption Cases filed with the Commission	<ul style="list-style-type: none"> > 100 % Disposition rate > Turn-around time 	<ul style="list-style-type: none"> > 100% disposition rate (6 out of 6 appeals/MR on wage orders/exemption cases received) 	100%	
D. Conduct of Policy Researches				
1. Impact of Minimum Wages on Collective Bargaining	<ul style="list-style-type: none"> > Report prepared 	<ul style="list-style-type: none"> > Report completed > Analysis of 141 CBAs re previous and current provisions on benefits, salaries and other items as included in the CBA index 	100%	
2. Two-Tiered Wage System (TTWS) for Public Utility Vehicle (Taxi and Jeepney)	<ul style="list-style-type: none"> > Report and policy recommendations prepared 	<ul style="list-style-type: none"> > Prepared summary report and policy recommendations > Conducted survey of 125 jeepney drivers on Sept. 20-21, and 84 taxi drivers and 15 taxi operators Sept. 25-28 in coordination with DOLE-NCR > Conducted preparatory meeting with DOLE-NCR re conduct of survey for taxi drivers and operators > List of taxi and jeepney associations coordinated with LTFRB > Survey questionnaires prepared 	100%	
3. Bus Transport Industry	<ul style="list-style-type: none"> > Formula for the 2nd Tier prepared 	<ul style="list-style-type: none"> > 5 options/sample formula prepared 	100%	
4. Methodology for Estimating Labor Productivity (LP)	<ul style="list-style-type: none"> > Existing labor productivity measurements assessed > Official measurement of LP prepared and presented to IACLIPS 	<ul style="list-style-type: none"> > Existing Labor Productivity Measurement assessed > Draft report on TWG-PS prepared > Coordinated with NSCB re TWGPS status on July 2 > Proposed measurements on Labor Productivity submitted to IACLIPS on January 11 for approval of NSCB 	100%	Recommendations of IACLIPS to be presented during the NSCB Board meeting this November
5. Regional Productivity Assessment (RPA)	<ul style="list-style-type: none"> > Assessment of regional productivity prepared 	<ul style="list-style-type: none"> > Regional Productivity Assessment proposal submitted (Oct. 19) > Revised concept paper and guidelines > Guidelines for the Boards to conduct Regional Productivity Assessment prepared 	90%	Modified as NWPC Productivity and Competitiveness Strategies focusing on concerned stakeholders
				Included in the 2013 Physical and Financial Plan

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6. Impact Evaluation of ISTIV	> Report prepared	> Final report prepared/submitted > Revised evaluation report with case analysis per company submitted Aug. 16 > ISTIV survey reports consolidated/reviewed > Conducted survey on the impact evaluation of the ISTIV training program In 4 companies at Region IV-A: -Sealand Industrial Supply (May 5) -Sohbi Koghei Phils. (May 10) -EMS Components Assembly Inc. (May 15) -Sanon Fulton (Phils.) (May 15) > Survey framework submitted/approved (April 12)	100%	
7. Maintenance/Review of Wages and Productivity Databases MFO 2: Technical Assistance and Awareness-Raising/Capability Building Services	> Database updated/maintained	> Labor Productivity by region, by industry (2009-2011) updated > Database/intranet on labor productivity by industry from 2002-2011 updated/maintained > Database for 2011 rebased and updated to base year 2000 > Webpage of Philippine Labor Productivity from 2009 to 2011 updated using base year 2000 > Webpage of Asian Labor Productivity from 2006-2010 updated > Regional Labor Productivity by industry for 2007 to 2009 prepared and finalized > Regional Labor Productivity by industry group edited > Twelve (12) sets of statistical tables reviewed/ maintained		continuing data on wage rates (nominal and real) by sector and region
A. Program Development > Development of Training Programs - Issuance of Guidelines on Standard Implementation of (LHP, TAV, ISTIV Plus, ISTIV Bayanlhan, 5S, GP, SQ)	> Guidelines on Standard Implementation of Productivity Programs Issued	> Guidelines on Standard Implementation of Productivity Training Programs Issued on April 23 > 3 training project proposals drafted - COMPASS training for ILO assistance - Training of Trainers on Productivity for RBs CAR, I and II - Revised GP module based on TOT workshop	100%	

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as of December 31, 2012

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<ul style="list-style-type: none"> - Productivity Training Framework - Development of ISTIV Plus module - Green Productivity Program 	<ul style="list-style-type: none"> > Productivity training framework finalized > ISTIV Plus module developed > Pilot tested in NCR and X > Report prepared 	<ul style="list-style-type: none"> > Integrated ladderized productivity training framework finalized on January 6. Posted and can be accessed in the NWPC website > Developed/prepared toolkit on Integrated Ladderized Productivity Improvement Program (July 27) > ISTIV Plus module developed July 27 > Technical report on GP Trainers' training prepared/ submitted > GP Training of Trainers conducted on April 25-26 > Report on the Forum on Green Pathways prepared > Forum on Green Pathways to a Green Workplace, Greener Workforce and Trainers' Training on Green Productivity conducted on April 24 > Green Productivity module revised based on the results of pilot test > Two (2) terminal reports on GP pilot test in 2 regions submitted > GP module pilot tested in RBs X & NCR on Feb. 7-8 and Feb 28-29, respectively 	<p>120%</p> <p>100%</p> <p>130%</p>	
<p>B. Conduct of Productivity Training/ Orientation Programs</p>	<ul style="list-style-type: none"> > 8,600 firms benefited from Productivity Trainings and Orientations <li style="padding-left: 20px;">1,800 - productivity training <li style="padding-left: 20px;">6,800 - productivity orientation > 1,800 action plans formulated/implemented 	<ul style="list-style-type: none"> > 2,685 firms benefited from productivity trainings with 10,178 workforce > 6,884 firms benefited from productivity orientations with 17,922 workforce > 1,901 action plans formulated/implemented 	<p>149%</p> <p>101%</p> <p>106%</p>	
<p>C. Technical Assistance</p> <ul style="list-style-type: none"> - Development of training module for DOLE Frontliners 	<ul style="list-style-type: none"> > Provision of productivity trainings for DOLE Frontliners > Technical assistance provided 	<ul style="list-style-type: none"> > Conducted writeshop on training design (Dec. 14) > Feedback evaluation on DOLE Productivity Specialist conducted (Nov.6) > Conducted action planning workshop on October 2 > DOLE Productivity Specialists Trainers' Training 	<p>110%</p>	<p>Collaborative project with DOLE</p>

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<ul style="list-style-type: none"> - Rapid Assessment of the Business Conditions of Selected DOLE/OWWA Livelihood/Micro-enterprises beneficiaries affected by typhoon Sendong - Informal Sector Worker (Market Vendors) - Others 	<ul style="list-style-type: none"> > Technical assistance provided > Technical assistance provided 	<ul style="list-style-type: none"> conducted (Sept. 3-14) > Orientation of participants for capacity building conducted (August 28) > Forum on the Development of Productivity Frontliners/Specialists conducted (Feb.13) > Developed survey instrument > Developed/conducted orientation on lifecycle of MSMEs > Conducted rapid assessment of the business conditions of 29 DOLE/OWWA livelihood/microenterprise beneficiaries in Region X as basis for provision of necessary technical assistance (with BWSC, BWC, OSHC, BLR, OWWA) > Prepared/submitted report > Conducted training on Productivity Enhancement Program for DOLE/OWWA Livelihood beneficiaries in Cagayan de Oro (May 7-9) > Conducted survey on the business and working conditions of Paco market vendors with BWSC, BWC, BLR, OSHC in coordination with SSS (July 24-25) > Results of the survey and assessment report presented to BWSC on Sept 19 > Survey results (ppt and narrative) revised Sept 21 > Acted as resource speaker to PAPAMARISAN on wage determination and wage distortion (Nov.6) > Acted as resource speaker in the conduct of SQ training in Bohol Beach Club, Tagbilaran City (Oct 10-11) > Acted as resource speaker in the conduct of GP training in Butuan City (Oct 23-24) > Provided 5S training in TESDA (June 6), POEA (May 18) and BLR (March 27), OWWA (Oct. 23) 	<p style="text-align: center;">100%</p> <p style="text-align: center;">100%</p>	<p style="text-align: center;">Collaborative project with DOLE</p> <p style="text-align: center;">Collaborative project with DOLE, on-going</p>
<p>D. Awareness raising programs/projects</p> <p>1 National Productivity Convention</p> <p>2 Productivity Olympics (PO)</p>	<ul style="list-style-type: none"> > National Productivity Convention (NPC) conducted > Criteria guidelines/mechanics reviewed/ revised 	<ul style="list-style-type: none"> > Conducted National Productivity Convention on October 17-18 highlighted by the following: <ul style="list-style-type: none"> - Productivity Talks - 2013 Productivity Olympics Kick-off - Forum of Winners of Productivity Olympics - Trade Exhibit (17 exhibitors) > Documented proceedings of the convention > Criteria and guidelines for the 2013 Productivity Olympics prepared/submitted > Regional Boards' comments for 2013 PO criteria and 	<p style="text-align: center;">100%</p> <p style="text-align: center;">100%</p>	

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3 Learning Sessions on Wages and Productivity	> 12 Learning sessions conducted	guidelines consolidated/submitted > Gudelines/criteria for 2013 PO prepared and forwarded to Board Secretaries for comments > Detailed scoring guide and profile of MSMEs drafted > 16 Learning sessions conducted benefiting 902 participants from 447 companies	133%	
4 Wages and Productivity Information Campaign	205,000 clients reached	> 208,563 clients reached	102%	
Institutional Support				
1 DOLE Incentivizing Compliance Program (ICP)		> Department Order No. 115 on TCCLS signed on Sept 10 > Process flow on the issuance of Tripartite Certificate of Compliance on Labor Standards (TCCLS) submitted to BWC > ICP Report presented to DOLE Secretary and Senior Officials on August 17 > Signed TCCLS (BWC) and Child-Labor Free Enterprise (BWSC) coordinated > Preparation of ICP Action Plans of concerned DOLE offices (PS, LCO, HRDS) coordinated > Technical and administrative assistance rendered	100%	Coordinative program with DOLE
2. Integrity Development Program	> 4 quarterly reports on the status of cases filed against officials & employees > 12 reports (36 forms) submitted to NCMB on regional disposition of cases for purposes of SENA	> 4 quarterly reports submitted to HRDS on Jan 20, April 30, SepL 11 and Oct. 29 > 12 consolidated reports (36 forms) on regional disposition of cases for purposes of SENA submitted to NCMB	100%	
3. Rationalization Plan		> Revision of the staffing pattern re-submitted to DBM on May 3, 2012 based on the discussion/agreements during the April 17, 2012 meeting with DBM-SPIB > Additional documents submitted to DBM-SPIB as requested		Pending at DBM
4. Communication Program (Press conference/briefings)	> at least once a month presscon/briefings > at least 12 times TV/radio appearances/guestings a year > 36 press releases disseminated/posted	> 12 press conferences/briefings organized/documented > 12 media interviews responded to press re: Wage and other related issues > 49 press releases disseminated/posted to LCO, PIA, tri-media and NWPC website	100%	
5. Good News Reporting	> 3 Good News Reporting per month	> 36 entries on Good News submitted to DOLE-LCO and DOLE-PS	100%	
6. Financial Management	> Fund utilization	> Allotment utilized PS - 99%	97%	

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7. Human Resource Development Interventions	<ul style="list-style-type: none"> > Cash utilization > Monthly Statement of Allotment, Obligations and Balances (SAOB) report submitted to FMS > Monthly status of accounts submitted to FMS > Status of actions taken on COA annual audit reports submitted to FMS quarterly > Capacity building of the staff 	<p style="text-align: center;">MOOE - 200% CO - 85%</p> <ul style="list-style-type: none"> > 100% cash utilization based on cash program > Monthly SAOB report submitted to DOLE-FMS > Monthly status of accounts submitted to DOLE- FMS > 2010 and 2011 Consolidated Annual Audit Reports submitted to DOLE-FMS on May 11 and July 27 > Fourteen (14) internal capacity building programs conducted by NWPC benefiting 207 participants from CO & RBs > Seventeen (17) local seminars/trainings attended by 41 employees and three (3) foreign seminars/study visit participated by 6 officials 	<p style="text-align: center;">100%</p> <p style="text-align: center;">100%</p> <p style="text-align: center;">129%</p> <p style="text-align: center;">100%</p>	
8. Green our DOLE Program (GODP)	<ul style="list-style-type: none"> > Vacant positions (with DBM authority to hire) filled up > GODP implemented 	<ul style="list-style-type: none"> > 8 vacant positions filled up with approved authority > 11 vacant positions authorized by DBM to fill up received on Nov 15 (4 positions) and Nov 20 (7 positions). Hiring process on going > 5S implementation highlighted by awarding the best 5S implementors > Planted 300 trees in Bgy. Sta. Teresa, Alfonso, Cavite in coordination with DENR IVA and in compliance with the National Greening Program > GODP plan prepared/submitted to DOLE > Orientation on 5S conducted > Big 5S day launched (April) > 5S Audit Committee conducted 4 audits > Report on GODP implementation plan submitted to DOLE-AS on July 4 > NWPC Safety Committee (with 3 sub-committee- Preventive, Health and Disaster) created (Office Order No. 43 s. 2012) > Eco-Self Assessment checklist prepared (Aug. 3) > Initial meeting with Barangay 95 and Epifanio Delos Santos Elem. School , Malate, Manila re Greenbelt Effort coordinated 	<p style="text-align: center;">100%</p> <p style="text-align: center;">100%</p>	<p style="text-align: center;">continuing</p>

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9. Gender and Development (GAD)	<ul style="list-style-type: none"> > 2013 GAD Plan prepared/submitted > 2012 approved GAD Plan implemented 	<ul style="list-style-type: none"> > Gender Sensitivity Training conducted on Dec. 12 participated by 17 NWPC/RTWPB-NCR employees (13 female, male 4) > Responsible Parenthood, Shared Parenting and Family Responsibility conducted on Dec. 17 participated by 19 NWPC/RTWPB-NCR employees (14 female, 5 male) > 2012 GAD Plan accomplishment report submitted to DOLE-PS on December 6 > Invitation letter to PCW for a resource speaker on Gender & Sensitivity Training submitted (Aug. 14, 2012) > Lecture on Cervical Cancer Awareness conducted on March 30 participated by 23 NWPC employees (female- 13 male -10) and 45 participants from private companies (Female-38, Male-7) > Lecture on Reproductive Health for Women conducted on April 2, attended by 18 employees (Female- 13, Male- 5) > GAD Plan submitted to Phil. Commission on Women (PCW) > GAD Plan approved by PCW endorsed to DBM 	100%	
10. Development/Implementation of the Application Systems	<ul style="list-style-type: none"> > Project Monitoring and Evaluation System (PMES) and Wage Information System (WageIS) developed/implemented > Administrative, Management & Information System and Financial Management System implemented 	<ul style="list-style-type: none"> > Inception Report reviewed and approved > Systems Analysis Report reviewed and approved > Initial Systems prototype design evaluated by the User's Review Group and Steering Com. members > Final Systems prototype design presented to User's Group and Steering Com. Members on November 21 > Systems prototype design of WAGE IS and PMES finalized by Consultant. Report evaluated/recommended for approval > Attendance monitoring and personnel management system implemented > eNGAS and payroll system implemented 	90%	Project consultant requested for extension until March 2013. The consultant encountered programming related problems; specifically several changes had been recommended on the final systems prototype of both WageIS and PMES which were not considered before.
11 Acquisition of IT resources	<ul style="list-style-type: none"> > ISSP Implemented 	<ul style="list-style-type: none"> > Delivery of IT resources of the 1st batch of acquisition completed > Awarded contracts to winning bidders of the 1st batch of acquisition > BAC completed process of procurement and recommendation forwarded to Head of Agency. > Two (2) public biddings for the procurement of IT resources conducted in June and November > IT Resource acquisition prepared/approved 	100%	
12 Maintenance of NWPC Network (LAN and Internet Connections)	<ul style="list-style-type: none"> > Network connection maintained 	<ul style="list-style-type: none"> > Network Specialist conducted assessment/diagnosis of the network configuration. > Network connections maintained 	on-going	

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<p>Other Accomplishment:</p> <ul style="list-style-type: none"> > Training of Philippine Productivity Professionals 		<ul style="list-style-type: none"> > Provided technical assistance to all offices of the Directors, Divisions and RB NCR > Prepared/submitted to Nanyang Polytechnic-Temasek Foundation (NYP/TF) the formal proposal, as endorsed by the Secretary of Labor and Employment with co-funding budgetary allocation on Oct. 23 > On going process of identification and selection of 120 participants in the proposed 7 batches training in Singapore starting April - Sept 2013 up to 1st Qtr 2014 > Conducted exploratory meetings/company visits (5) with NYP/TF teams to finalize proposal (Oct.2-5) 		unprogrammed
<p>Prepared by:</p> <p><i>A. Resurreccion</i> ALICIA S. RESURRECCION Chief, PMISD</p>	<p>Noted by:</p> <p><i>ELVIRA P. JOTA</i> ELVIRA P. JOTA Director II, MSD</p>	<p>Approved by:</p> <p><i>Ciriaco A. Lagunzad Jr.</i> CIRIACO A. LAGUNZAD JR. Executive Director IV</p>	<p>Date:</p> <p>Dec. 28, 2012</p>	

fn: 2012 physical reports