

QUARTERLY PHYSICAL REPORT OF OPERATIONS
as of March 31, 2020




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 1	UACS CODE 2	Physical Targets					Physical Accomplishments 1st Quarter 8	Remarks (as of March 30, 2020)
		1st Quarter 3	2nd Quarter 4	3rd Quarter 5	4th Quarter 6	Total 7 = (3+4+5+6)		
ORGANIZATIONAL OUTCOME 1: Capacity of MSMEs to implement productivity improvement program enhanced	301000000							
1. Productivity Toolbox (ISTIV PAP, ISTIV Bayanihan, ISITV Plus SIB, Service Quality, 5S/7S, Lean Management, Retail Service, Green Productivity and other orientations) to improve workers' capacity and enterprise competitiveness		> 1,690	> 2,534	> 2,534	> 1,690	> 8,448 MSMEs oriented/trained	> 2,844 MSMEs were provided productivity orientations/training (33.6%)	> 2,844 MSMEs were provided productivity orientations/training (33.6%)
		> 1,248	> 1,872	> 1,872	> 1,248	> 6,240 MSMEs oriented	> 2,399 MSMEs benefitted from productivity orientations with 3,064 participants (38.4%)	> 2,399 MSMEs benefitted from productivity orientations with 3,064 participants (38.4%)
		> 442	> 662	> 662	> 442	> 2,208 MSMEs trained	> 445 MSMEs benefitted from productivity trainings with 893 participants (20%)	> 445 MSMEs benefitted from productivity trainings with 893 participants (20%)
		-	-	> 400	> 263	> 30% or 663 MSMEs trained with PIP/ action	> 0.75% or 5 MSMEs trained with PIP/ action plans implemented	> 0.75% or 5 MSMEs trained with PIP/ action plans implemented
		> 100%	> 100%	> 100%	> 100%	> 100% of clients who rated technical advice as satisfactory or better on the following: a. Training/Orientation b. Information and Technical Assistance (walk-in clients/ Learning Session)	> 100% of 888 respondents rated course content, materials, and trainer as satisfactory or better > 100% of 1,636 respondents rated satisfactory or better from the information and technical assistance provided	> 100% of 888 respondents rated course content, materials, and trainer as satisfactory or better > 100% of 1,636 respondents rated satisfactory or better from the information and technical assistance provided
				> 400	> 263	> 100% of request for legal advice acted upon within 5 days from receipt of requests	> 100% of 10 requests for legal advice acted within 5 days from receipt of request	> 100% of 10 requests for legal advice acted within 5 days from receipt of request
Technical Assistance on designing productivity performance-based incentive schemes (Tier 2)		> 35	> 139	> 139	> 35	> 348 MSMEs provided with technical assistance on designing productivity based incentive schemes	> 159 MSMEs provided with technical assistance on designing productivity-based incentive schemes (45.7%)	> 159 MSMEs provided with technical assistance on designing productivity-based incentive schemes (45.7%)
				> 8	> 8	> 16 policy advocacy sessions on PBIS conducted (1 per RB)		
2. Development and Delivery of Online Courses on Productivity								
a. Development of Webinar Courses						> Seven (7) Webinar Courses developed	> Four (4) modules developed/upgraded: 1. Productive Worker 2. 7S for BOSH 3. Productivity Orientation for LLCOs (upgraded) 4. Workplace Organization and Waste Management for LLCOs	> Four (4) modules developed/upgraded: 1. Productive Worker 2. 7S for BOSH 3. Productivity Orientation for LLCOs (upgraded) 4. Workplace Organization and Waste Management for LLCOs
1. Work Life Balance								
2. 7S of Good Housekeeping: Setting the Pathway to A Safe Workplace in the Period of Pandemic								
3. Leaner Management in the New Normal								
4. Guide to Starting & Growing Your Online Business								
5. Work Ethics of a Productive Worker								
6. BCP for MSMEs								
7. Green Productivity								
b. Conduct of Webinars						> Seven (7) webinars conducted		
1. Work Life Balance								

Particulars	UACS CODE	Physical Targets					Physical Accomplishments	Remarks (as of March 30, 2020)
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	
1	2	3	4	5	6	7 = (3+4+5+6)	8	
5. Resolution on Wage Exemption Cases		documents acted upon	documents acted upon	documents acted upon	documents acted upon		- 1 of 64 was received in December 2019 but was handled in January 2020	- 1 of 64 was received in December 2019 but was handled in January 2020
a. Cases resolved within the 45 days from receipt of application for exemption filed with the Regional Boards						> 98% disposition rate	> 100% disposition rate (2 out of 2 applications for wage exemption disposed)	> 100% disposition rate (2 out of 2 applications for wage exemption disposed)
b. Appeals on Wage Order/ Exemption cases filed with the Commission						> 98% disposition rate	> No appeal on wage order and exemption received for the period	> No appeal on wage order and exemption received for the period
6. Tamang Kaalaman sa Kita at Kakayahan (T3K)		> 54,000	> 81,000	> 81,000	> 54,000	> 270,000 clients reached thru advocacy services	> 79,399 (29%) clients reached thru information advocacy services on the following: - 4,365 public information assistance - 13,289 IEC materials - 4,306 wage clinics/seminar/public fora - 57,439 mass media	> 79,399 (29%) clients reached thru information advocacy services on the following: - 4,365 public information assistance - 13,289 IEC materials - 4,306 wage clinics/seminar/public fora - 57,439 mass media
a. Development, Production and Dissemination of IEC Materials								
1. Press conference/briefings		> 4	> 4	> 4	> 4	> 16 press conference/briefings conducted	> 3 press conferences/briefings conducted	> 3 press conferences/briefings conducted
2. Press/media releases		> 12	> 12	> 12	> 12	> 48 press releases	> 12 press releases (25%)	> 12 press releases (25%)
3. Radio/TV guestings/interviews						> 100% of requests attended	> 100% of 43 requests attended	> 100% of 43 requests attended
4. Good news reporting		> 9	> 9	> 9	> 9	> 36 good news submitted	> 36 good news submitted (36%)	> 36 good news submitted (36%)
5. News bulletin		> 3	> 3	> 3	> 3	> 12 news bulletins	> 3 news bulletins prepared/disseminated (100%)	> 3 news bulletins prepared/disseminated (100%)
6. Corporate giveaways				X	X	> 3 corporate giveaways	> Concept note approved	
Strengthen research and database to support policy development								
Conduct of Research								
1. Assessment on the Implementation of the Minimum Wage Policy (on extension)						> Reports reviewed and data/inputs provided	> Report reviewed and provided comments/inputs (January 15)	> Report reviewed and provided comments/inputs (January 15)
2. Assessment of the Time and Motion Study and Facility Evaluation Phase 2 (with ILS)						> Research proposal reviewed		> Deferred by ILS for 2021 in a letter dated May 22, 2020
3. Development of Empirical Framework for Setting Minimum Wages of Domestic Workers (a continuation)			> Draft empirical framework from PSRTI reviewed					
4. A Study on Prevailing Wages among BMBEs		> Concept note prepared	> Research instruments prepared	> Report prepared			> Concept note prepared > Research instruments prepared > Coordinated with DTI for list of target BMBEs	> Concept note prepared > Research instruments prepared > Coordinated with DTI for list of target BMBEs
5. Desk Research on Emerging Work Arrangements and the Possibility of Having Hourly Minimum Wages Targeting Wage Growth Study							> Concept note prepared	> Concept note prepared
6. Review on the Criteria and Mechanics of the 2021 Productivity Olympics			> Concept note prepared	> Assessment report prepared	> Revised criteria and mechanics prepared		> Issues/comments/suggestions from RTWPBs, NSC, NJP, TWG, and other stakeholders during the 2019 Productivity Olympics consolidated and reviewed	> Issues/comments/suggestions from RTWPBs, NSC, NJP, TWG, and other stakeholders during the 2019 Productivity Olympics consolidated and reviewed
7. Productivity Improvement Program and Gainsharing Practices (PIP/GS Survey)		> Collaboration with PSA for the conduct of ISLE Rider Survey	> Questionnaire prepared	> Analysis of survey results conducted	> Report prepared and presented		> Coordinated with PSA for the conduct of ISLE Rider Survey Questionnaire revised	> Coordinated with PSA for the conduct of ISLE Rider Survey Questionnaire revised
8. Amendatory bill to Productivity Incentives		> Meeting/	> Proposed	> Assessment	> Revised criteria		> Amendatory bill drafted and submitted to BLR	> Amendatory bill drafted and submitted to BLR

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Act of 1990 or R.A. 6971		round table discussions conducted	amendments prepared	report prepared	and mechanics prepared		for deliberation of TIPC, Labor and Employment Committee of House of Representatives, and the Office of Senator Villanueva	for deliberation of TIPC, Labor and Employment Committee of House of Representatives, and the Office of Senator Villanueva
9. Comments/Position/Technical Papers on Legislative Bills/Measures on Wages and Productivity						> Comments/position technical papers on legislative bills/news articles/policy reforms on wages and productivity prepared/submitted (as necessary/requested)	> On House Bill No. 6660 An Act Granting Hazard Pay to Workers: Provided estimates for average hazard pay for workers in critical industries using the 2018 Labor Force Survey - PUF	> On House Bill No. 6660 An Act Granting Hazard Pay to Workers: Provided estimates for average hazard pay for workers in critical industries using the 2018 Labor Force Survey - PUF
10. Maintenance/review of wages and productivity databases		> National/regional infographics updated > Philippine labor productivity maintained	> National/regional infographics updated > Philippine labor productivity maintained	> National/regional infographics updated > Philippine labor productivity maintained > Monographs on FIRE-related occupations developed	> National/regional infographics updated > Philippine labor productivity maintained	> Wages and productivity databases maintained	> National/regional infographics updated > Data on total hours worked updated for ILO-related project on GDP and GRDP growth rate for 2010 and 2014-2018 submitted to DED as input for the comments on NMF Data on labor productivity at current prices from 2014-2019 and at constant prices provided as input for the comments on National Minimum Wage Fixing	> National/regional infographics updated > Data on total hours worked updated for ILO-related project on GDP and GRDP growth rate for 2010 and 2014-2018 submitted to DED as input for the comments on NMF Data on labor productivity at current prices from 2014-2019 and at constant prices provided as input for the comments on National Minimum Wage Fixing
INSTITUTIONAL SUPPORT								
1. Integrity Development Program		> Report submitted	> Report submitted	> Report submitted	> Report submitted	> 4 reports submitted	> 1st quarter report submitted to DOLE-LS	> 1st quarter report submitted to DOLE-LS
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		> Participated in the Women's Month Celebration through the following initiatives: - Purchased/disseminated women's shirt - Displayed tarpaulin/banner with PCW's logo > 2019 GAD-AR submitted to PCW thru GMMS (online) on 28 February 2020 > PCW endorsed NWPC 2020 GAD Plan and Budget received on 03 March 2020	> Participated in the Women's Month Celebration through the following initiatives: - Purchased/disseminated women's shirt - Displayed tarpaulin/banner with PCW's logo > 2019 GAD-AR submitted to PCW thru GMMS (online) on 28 February 2020 > PCW endorsed NWPC 2020 GAD Plan and Budget received on 03 March 2020
GENERAL ADMINISTRATION AND SUPPORT								
1. Quality Management Systems (QMS) Implementation and QMS Audit							> Monitoring of compliance to the agreed corrections/corrective actions on audit findings conducted	
2. Planning and Management Information System								
a. CorPlan/ MYPA/ YEPA		> Corporate planning conducted					> CO-RB planning conducted on 12-13 February at the Diamond Hotel Manila	
b. Implementation of the 2020 NWPC ISSP		> Procurement recommendation prepared	> Bidding docs prepared				> Anti-virus purchased > Ongoing bid process on firewall & adobe cloud applications > Zoom apps purchase (CO only) > Inventory & Asset System ongoing preparation for bid	
3. Administrative Services								
a. Human Resource Development								
1. Staff Development Program		> Trainings/seminars facilitated conducted	> Trainings/seminars facilitated conducted	> Trainings/seminars facilitated conducted	> Trainings/seminars facilitated conducted		> 2 local trainings availed and organized at Central Office a. 1 internal training organized benefitting 38 participants (6 male and 32 female)	> 2 local trainings availed and organized at Central Office a. 1 internal training organized benefitting 38 participants (6 male and 32 female)

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2. Health, Safety and Welfare Program Employees Benefits/Awards/Incentives b. Personnel Management Services c. PRIME-HRM 4. Financial Management a. Financial Management b. Allotment Utilization c. Cash Utilization		> Workshop conducted > 25% > 100% of NCA for the quarter > Reports submitted	> 30% > 100% of NCA for the quarter > Reports submitted	> 30% > 100% of NCA for the quarter > Reports submitted	> 15% > 100% of NCA for the quarter > Reports submitted	> 100% fund utilization > 100% cash utilization	b. 1 external training attended/participated by two employees (both female) > No foreign training availed within the covered period > On going BAC deliberation for the conduct of annual physical examination > 170 NOSA prepared/disseminated > 3 appointments processed/issued > Financial workshop on closing of books conducted on 20-24 January 2020 at the Golden Phoenix Hotel in Manila > Allotment utilized - PS: 21 % - MOOE: 18 % - CO: 0% - Total: 19 % > 86% cash utilization based on cash program > Monthly Flash Performance Reports submitted to DOLE-FMS > 1st quarter BFAR submitted on 29 April 2020	b. 1 external training attended/participated by two employees (both female) > No foreign training availed within the covered period > On going BAC deliberation for the conduct of annual physical examination > 170 NOSA prepared/disseminated > 3 appointments processed/issued > Waiting for the awarding of the PRIME-HRM Level 2 - Bronze
Prepared by:	In coordination with:					Approved by:	Date:	
 JEROME P. LUCAS OIC-Chief, PID	 EDITHA M. SAUS Chief, FMD					 MARIA CRISELDA R. SY Executive Director	September 17, 2020	

In: Planning/Agency Per. Reports 2020 Physical Report of Oper