

QUARTERLY PHYSICAL REPORT OF OPERATIONS
as of 31 December 2021


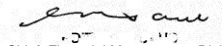

FM-NWPC-PID-06
Revision 0
17 August 2015

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

Particulars	UACS CODE	Physical Targets					Physical Accomplishments	Physical Accomplishments	Physical Accomplishments	Physical Accomplishments	Remarks as of 31 December 2021
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total					
1	2	3	4	5	6	7 = (3+4+5+6)	8	9	10	10	11
ORGANIZATIONAL OUTCOME 1: Capacity of MSMEs to implement productivity improvement program enhanced	301000000										
Enterprise Productivity Improvement Program											
1. Productivity Training Program (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		> 1,800	> 2,700	> 2,700	> 1,800	> 9,000 MSMEs oriented/trained	> 3,409 MSMEs were provided productivity orientations/training (38%)	> 7,317 MSMEs were provided productivity orientations/training (81%)	> 3,036 MSMEs were provided productivity orientations/training (34%)	> 410 MSMEs were provided productivity orientations/training (5%)	> 14,172 MSMEs were provided productivity orientations/training (157%)
		> 1,344	> 2,016	> 2,016	> 1,344	> 6,720 MSMEs oriented	> 2,644 MSMEs benefitted from productivity orientations with 3,290 participants (39%)	> 5,694 MSMEs benefitted from productivity orientations with 6,161 participants (85%)	> 2,205 MSMEs benefitted from productivity orientations with 1,350 participants (33%)	> 309 MSMEs benefitted from productivity orientations with 338 participants (5%)	> 10,852 MSMEs benefitted from productivity orientations with 11,139 participants (161%)
		> 456	> 684	> 684	> 456	> 2,280 MSMEs trained	> 765 MSMEs benefitted from productivity trainings with 969 participants (34%)	> 1,623 MSMEs benefitted from productivity trainings with 1,815 participants (71%)	> 831 MSMEs benefitted from productivity trainings with 971 participants (36%)	> 101 MSMEs benefitted from productivity trainings with 172 participants (4%)	> 3,320 MSMEs benefitted from productivity trainings with 3,927 participants (146%)
		-	-	> 570	> 342	> 912 or 40% of MSMEs trained with PIP/action plans implemented	> 1% or 10 out of 765 MSMEs trained with PIP/action plans implemented	> 18% or 438 out of 2,388* MSMEs trained with PIP/action plans implemented *Running total of MSMEs trained	> 37% or 1,205 out of 3,219* MSMEs trained with PIP/action plans implemented *Running total of MSMEs trained	> 16% or 544 out of 3,320* MSMEs trained with PIP/action plans implemented *Running total of MSMEs trained	> 66% or 2,197 out of 3,320* MSMEs trained with PIP/action plans implemented *Running total of MSMEs trained
		> 100%	> 100%	> 100%	> 100%	> 100% of clients who rated technical advice as satisfactory or better on training/orientation	> 100% or 968 out of 968 respondents rated training services as satisfactory or better > 100% or 619 out of 619 respondents rated frontline services as satisfactory or better	> 99% or 1,812 out of 1,814 respondents rated training services as satisfactory or better > 100% or 234 out of 234 respondents rated frontline services as satisfactory or better	> 100% or 971 out of 971 respondents rated training services as satisfactory or better > 100% or 195 out of 195 respondents rated frontline services as satisfactory or better	> 100% or 172 out of 172 respondents rated training services as satisfactory or better > 100% or 139 out of 139 respondents rated frontline services as satisfactory or better	> 100% or 3,923 out of 3,925 respondents rated training services as satisfactory or better > 100% or 1,187 out of 1,187 respondents rated frontline services as satisfactory or better
2. Technical Assistance on designing productivity performance-based incentive schemes (Tier 2)		> 80	> 320	> 320	> 80	> 800 MSMEs provided with technical assistance on designing productivity based incentive schemes	> 97 MSMEs provided with technical assistance on designing productivity-based incentive schemes (12%)	> 371 MSMEs provided with technical assistance on designing productivity-based incentive schemes (47%)	> 410 MSMEs provided with technical assistance on designing productivity-based incentive schemes (51%)	> 122 MSMEs provided with technical assistance on designing productivity-based incentive schemes (15%)	> 1,000 MSMEs provided with technical assistance on designing productivity-based incentive schemes (125%)
3. Development of Webinar Modules on Productivity											
a. Develop three (3) webinar modules within the year:						> Three (3) webinar modules developed within the year	> Ongoing development of productivity modules	> Developed webinar modules:			
i. Improving Productivity of Domestic Work							1. Domestic Work	1. Productive Career Choice			
ii. 4Ps of Marketing							2. Productive Career Choice	2. Improving Productivity of Domestic Work			
iii. Productive Career Choice							3. 4Ps of Marketing				
								> Ongoing development of webinar modules:	> Ongoing development of webinar modules:	> Ongoing development of webinar modules:	
								1. 4Ps of Marketing	1. 4Ps of Marketing	1. 4Ps of Marketing	
								2. Brand Reputation in the Virtual World (Prepared concept note)	2. Brand Reputation in the Virtual World	2. Brand Reputation in the Virtual World	
								> Ongoing development of e-Learning modules:	> Ongoing development of e-Learning modules:	> Ongoing development of e-Learning modules:	
								1. Eight (8) Waste of LM	1. Eight (8) Waste of LM	1. Eight (8) Waste of LM	
								2. Retail and Visual Merchandising	2. Retail and Visual Merchandising	2. Retail and Visual Merchandising	
								> Ongoing upgrade of training modules:	> Ongoing upgrade of training modules:	> Completed upgrade of training modules:	
							> Ongoing upgrade of training modules:	1. ISTIV Values for Smarter and Productive Workforce	1. ISTIV Values for Smarter and Productive Workforce	1. ISTIV Bayanihan	
							1. ISTIV Values for Smarter and Productive Workforce	2. ISTIV-SIB in Times of Crisis	2. ISTIV-SIB in Times of Crisis	- Bookkeeping	
							2. ISTIV-SIB	3. Retail and Visual Merchandising in the New Normal	3. Retail and Visual Merchandising in the New Normal	- Stock Control	
							3. Retail and Visual Merchandising in the New Normal	4. ISTIV Bayanihan	4. ISTIV Bayanihan	2. ISTIV Values for Smarter and Productive Workforce	
							4. ISTIV Bayanihan	- Bookkeeping	- Bookkeeping	> Ongoing upgrade of training modules:	
							- Bookkeeping	- Stock Control	- Stock Control	1. ISTIV Bayanihan - Costing and Pricing	
							- Stock Control	- Costing and Pricing	- Costing and Pricing	2. ISTIV-SIB in the New Normal	
							- Costing and Pricing	5. Business Continuity and Resiliency Planning	5. Business Continuity and Resiliency Planning	3. Retail and Visual Merchandising in the New Normal	
							5. Business Continuity and Resiliency Planning			4. Business Continuity and Resiliency Planning	
4. Capacity Building											
a. Conducted three (3) webinars:						> Three (3) webinar conducted		> Prepared and submitted Concept Note of TOT	> Conducted TOT for PESO Managers and FP on Work Ethics of a Productive Worker	> Completed the following capacity building on productivity programs:	
i. Basic Trainers Training (for new trainers of RTWPBs) by Oct 2021								> Conducted scouting of resource speaker from CSC-CSI and COA-PDO for the Basic Training of Trainers	- RTWPB NCR (CGO Muntinlupa) on Sept 27	1. Innovation Training for New Employees of CO/RTWPBs	
ii. Run-Through/TOT on upgrade/new modules 5 days upon approval								> Conducted TOT for PESO Managers and DOLE FP on Work Ethics of a Productive Worker	- PESO Muntinlupa on Sept 27	2. Basic Trainers' Training for new employees of CO/RTWPBs	
iii. TOT for PESO Managers and DOLE-FP on Work Ethics of a Productive Worker (upon request of Regional PESO Federation/Manager)								- RTWPB VII (CAPEPOM) on April 21	- BLE CGEC Implementers on Sept 28	3. Productive Career Choice	
								- RTWPB VII (NOAPSOM & SAPEPOM) on April 28	> Conducted run through (September 07)	4. Improving Productivity of Domestic Work	
								- RTWPB VII (NOAPSOM & SAPEPOM) on April 30	1. Productive Career Choice	> Conducted run-through of upgraded modules	
									2. Improving Productivity of Domestic Work	1. ISTIV Bayanihan:	
										- Bookkeeping and Stock Control (Nov 05)	
										- Costing and Pricing (Dec 21)	
										2. ISTIV Values for Smarter and Productive Workforce (Nov 04)	
										3. ISTIV - Succeeding in Business (Dec 22)	
										4. Retail and Visual Merchandising (Dec 21)	
b. Conducted technical assistance upon request of RTWPB						> Technical assistance conducted upon request	> Conducted eight (8) technical assistance to RTWPBs re:	> Conducted twenty three (23) technical assistance to RTWPBs/stakeholders re:	> Conducted thirteen (13) technical assistance to RTWPBs/stakeholders re:	> Conducted nine (9) technical assistance to RTWPBs/stakeholders re:	> Conducted fifty-three (53) technical assistance to RTWPBs/stakeholders
							1. Business Continuity Planning and Management (BCPM)	1. Business Continuity Planning and Management (BCPM)	1. Business Continuity Planning and Management (BCPM)	1. Guide to Starting and Growing Your Business: Tips for More Productive Online Shops	
							- RTWPB NCR (March 17, 24)	- RTWPB NCR (April 05,14 and May 14)	- RTWPB I (July 01 and 15)	- RTWPB NCR - DTI-NCR (October 29)	
							- RTWPB I (March 29)	- RTWPB II (April 14,15,16)	- RTWPB VII c/o Director Jota (August 25)	- RTWPB NCR - DTI-NCR (October 29)	
							- RTWPB V (March 26)	- RTWPB V (April 14)	- RTWPB XI (August 25)	- PID Learning Session (November 11)	
							- RTWPB XII (March 22)	- RTWPB VII (April 14 and May 20)	- RTWPB XI (July 12)	2. Lean Management	
							2. Guide to Starting and Growing Your Business: Tips for More Productive Online Shops	- RTWPB X (April 28)	- PID Learning Session (July 19)	- PESO Muntinlupa (October 22)	
							- RTWPB XI (April 12 and May 20)	- RTWPB VII (September 03)	- RTWPB VII (September 03)	3. Service Quality	
							- RTWPB XII (April 21)	2. Social Media Marketing: Tips on Creating Viral Posts	- RTWPB NCR (July 21)	- PID Learning Session (October 13)	
							- RTWPB MIMAROPA (April 08)	- RTWPB NCR (September 28)	- RTWPB NCR (September 28)	4. Productive Career Choice	
							3. Guide to Starting and Growing Your Business: Tips for More Productive Online Shops	3. Work Ethics of a Productive Worker	- PID Learning Session (July 21)	- DOLE RO VII PESO Congress (October 29)	
							- RTWPB NCR (June 10)	- PID Learning Session (July 21)	4. Work Life Balance: Productive Work from Home	- PESO-Muntinlupa (November 17)	
							4. Service Quality: Building a Pandemic-Proof Customer Relations Service with DTI NCR RTWPB NCR (June 22)	4. Work Life Balance: Productive Work from Home	- PID Learning Session (July 28)	5. 7S of Goodhousekeeping	
							5. Green Productivity	5. Leaner Management in the New Normal	- PID Learning Session (August 25)	- Office of the President (October 15)	
							- RTWPB XII (April 07)	6. Green Productivity in the New Normal	6. Green Productivity in the New Normal	6. Work Life Balance: Productive Work from Home	
							- RTWPB V (April 14)	- PID Learning Session (September 15)	- PID Learning Session (September 15)	- PID Learning Session (November 24)	
							6. Productivity Toolbox orientation for Mission RACE-HERO program			7. Work Ethics of a Productive Worker PESO Muntinlupa (November 17)	
							- BLE (June 08-11)				
c. Innativity								> Prepared concept note on Innovation Bootcamp	> Conducted Innativity Bootcamp for New Employees (July 16)	> Status of approved innativity projects:	

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		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter						
> 41.43% of wage rates above the 2018 poverty threshold											
b. Facility Evaluation (FE)/ Time and Motion Studies (TMS)		> 100% of requests with complete supporting documents	> 100% of requests with complete supporting documents	> 100% of requests with complete supporting documents	> 100% of requests with complete supporting documents	> 41.43% of wage rates above the 2018 poverty threshold but not exceeding the average wage levels	> 29 out of 64 rates or 45.31% of wage rates above the 2018 poverty threshold	> 29 out of 64 rates or 45.31% of wage rates above the 2018 poverty threshold	> 29 out of 64 rates or 45.31% of wage rates above the 2018 poverty threshold	> 29 out of 64 rates or 45.31% of wage rates above the 2018 poverty threshold	> 29 out of 64 rates or 45.31% of wage rates above the 2018 poverty threshold
c. Part-Fixed and Part-Performance Based Compensation Scheme in the PUB Industry		> 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 5 FE applications/requests from firms with complete documents acted upon - 3 FE orders issued	> 100% of 6* FE applications/requests from firms with complete documents acted upon - 6 FE orders issued *Pending applications from the previous are carried over to this quarter	> 100% of 2* FE applications/requests from firms with complete documents acted upon - 2 FE orders issued *Pending applications from the previous are carried over to this quarter	> 100% of 2* FE applications/requests from firms with complete documents acted upon - 3 FE orders issued *Pending applications from the previous are carried over to this quarter	> 100% of 19 FE applications/requests from firms with complete documents acted upon - 14 out of 19 or 74% FE orders issued (FE process of the remaining 5 applications was completed; FE Orders drafted subject to Exit Conference w/ the concerned applicants. Encountered delays in the conduct of exit conference due to communication and electricity problems caused by typhoon Odette and inter and intra zonal travel (quarantine) restrictions.)
d. 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	> No wage order for domestic workers issued	> No wage order for domestic workers issued	> No wage order for domestic workers issued
3. Wage Exemption Application											
a. Resolution of Wage Exemption Applications						> Achieved 98% disposition rate on application for exemption filed with RBs with the 45-day reglementary period	> No application for exemption received	> No application for exemption received	> No application for exemption received	> No application for exemption received	> No application for exemption received
b. Report on Status of Wage Exemption Applications submitted to NCMB		> 3 reports submitted per quarter	> 3 reports submitted per quarter	> 3 reports submitted per quarter	> 3 reports submitted per quarter	> 12 reports submitted per year	> 3 reports submitted to NCMB	> 3 reports submitted to NCMB	> 3 reports submitted to NCMB	> 3 reports submitted to NCMB	> 12 reports submitted to NCMB
4. Appeals on Wage Orders and Wage Exemption Applications						> Achieved 98% disposition rate on appeal on wage orders and on exemption applications within the 60-day reglementary period	> 100% Disposition Rate* *Two (2) cases filed last year but resolved this year	> No appeal on wage order and exemption received	> No appeal on wage order and exemption received	> No appeal on wage order and exemption received	> 100% Disposition Rate *Two (2) cases filed last year but resolved this year
5. Tamang Kaalaman sa Kita at Kakayahan (TKK)		> 54,000	> 81,000	> 81,000	> 54,000	> 270,000 clients reached thru advocacy services	> 169,322 (63%) clients reached thru information advocacy services on the following: - 3,680 public information assistance - 28,918 IEC materials - 3,316 wage clinics/seminar/public fora - 133,408 mass media	> 147,444 (54%) clients reached thru information advocacy services on the following: - 3,055 public information assistance - 37,342 IEC materials - 6,530 wage clinics/seminar/public fora - 100,517 mass media	> 34,653 (13%) clients reached thru information advocacy services on the following: - 2,735 public information assistance - 10,539 IEC materials - 1,262 wage clinics/seminar/public fora - 19,017 mass media	> 48,951 (18%) clients reached thru information advocacy services on the following: - 3,395 public information assistance - 8,184 IEC materials - 1,208 wage clinics/seminar/public fora - 36,164 mass media	> 400,370 (148%) clients reached thru information advocacy services on the following: - 12,865 public information assistance - 84,983 IEC materials - 13,416 wage clinics/seminar/public fora - 289,106 mass media
6. Learning Sessions		> 3 Learning Sessions conducted	> 3 Learning Sessions conducted	> 3 Learning Sessions conducted	> 3 Learning Sessions conducted	> 12 Learning Sessions on wages, productivity, and labor market-related topics/concerns conducted	> No Learning Sessions conducted	> Prepared learning session calendar and deployment plan	> Conducted eleven (11) learning sessions with following topics: 1. Business Resiliency Planning and Management with 38 participants (July 19) 2. Work Ethics of a Productive Worker with 53 participants (July 21) 3. Work-Life Balance: Productive Work from Home with 57 participants (July 28) 4. Driving Employee Engagement in the Virtual Workplace with 57 participants (Aug 04) 5. General Labor Standards with COVID-19 Related Issuances with 57 participants (Aug 12) 6. Productivity-Based Incentive Schemes with 80 participants (Aug 18) 7. Safety Seal Certification: Guidelines and Toolkit with 26 participants (Aug 20) 8. Leaner Management in the New Normal with 89 participants (Aug 25) 9. Managing Remote Teams with 59 participants (Sept 08) 10. Green My Enterprise with 74 participants (Sept 15) 11. Enhancing Productivity of Our Kasambahays with 40 participants (Sept 22)	> Conducted six (6) learning sessions with the following topics: 1. Service Quality: Pandemic Proofing Customer Relations Service (Oct 13) 2. Safety Seal Certification and Toolkit (Oct 27) 3. Guide to Starting and Growing Your Online Business (November 11) 4. Diversity and Inclusion (Nov 17) 5. Work Life Balance: Productive Work From Home (Nov 24) 6. General Labor Standards with COVID-19 Related Issuances with 57 participants (Dec 09)	> Learning sessions were moved to the second semester of 2021 > Conducted seventeen (17) learning sessions with a total of 1,822 participants
7. Research studies/ technical papers/ reports on wages and productivity as bases for sound policy formulation/ recommendation											
a. Amendment of Republic Act No. 6971						> Research/report completed	> Attended the Special TEC Meeting on the amendments of RA 6971 (March 16) > Attended meeting with ED Sy re issues raised during the TEC meeting (March 17) > Prepared meeting report for ED Sy	> Substitute bill approved in the House Committee on Labor and Employment and endorsed to House Committee on Ways and Means	> Attended deliberation of House Committee on Ways and Means on 23 Aug 2021; substitute bill approved w/ amendments on tax provisions > Sent letter to Senator Villanueva seeking for possible sponsorship of the substitute bill	> Approved by the House of Representatives House Bill No. 10410 (An Act Promoting Inclusive and Sustainable Productivity Growth) that would repeal Republic Act No. 6971 on 01 December 2021, and was transmitted and received by the Senate on 06 December 2021.	
b. Framework for Linking Wage and Productivity Growth						> Research/report completed	> Conducted desk research > Revised/updated and submitted the outline of the study to Director Curada for review > Prepared draft key findings based on various research studies related to Linking Wages and Productivity	> Continued desk research on related literatures > Prepared and submitted draft key findings bas on various research studies related to Linking Wages and Productivity	> Prepared and submitted write up of research study > Presented the report to PRS Directorate on 20 December 2021		
c. Analysis of PIP and GS from ISLE Rider Survey						> Research/report completed	> On-going survey conducted by PSA	> On-going survey conducted by PSA	> On-going survey conducted by PSA	> Coordinated with PSA on the requested PUF files of the previous PSA rider survey on PIPGS > Coordinated with PSA on the release of 2019/2020 PIPGS rider survey	> There was a delay in the release of the results by PSA
d. Assessment of the Minimum Wage Policy Implementation						> Research/report completed by third-party expert > Technical and financial report submitted to ILO	> Coordinated with ILO the extension of Implementation Agreement and fund life for the Assessment of MW Policy Implementation > Regularly followed-up with PSA, thru NS Dennis Mapa and ANS W. Guillen, the July 2018 and January 2019 LFS Panel	> Sent letter request to PSA for the July 2018 and January 2019 LFS panel > Forwarded to Dr. Esquerria letter sent to PSA NS Mapa with ANS Wilma Guillen's response > Prepared/sent letter to ILO re: extension of implementation agreement until EO Nov 2021	> Sent e-mail to PSA re: July 2018 and January 2019 LFS panel > Prepared salient discussion points re: August Meeting with ED Sy & Dr. Esquerria's Team > Prepared salient discussion points re: ANS Guillen Assessment Report to Dr. Esquerria on Oct 25 updates on the requested panel > Prepared the following: - Letter for ILO re: implementation extension until 15 December 2021 - Letter of request and acknowledgment for	> Resent series of comments on the Institutional Assessment Report to Dr. Esquerria > Sent data on labor productivity per sector and additional comments on the Institutional Assessment Report to Dr. Esquerria on Oct 25 (average daily basic pay, median wage and average hours worked) > Attended all research-related huddles with Dr. Esquerria	> Implementation agreement extended until 31 January 2022; full report for finalization by expert

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		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total					
e. Development of an Empirical Framework for Setting Domestic Workers' Minimum Wages						> Empirical framework for setting domestic workers' minimum wages developed > Capacity building of the Boards on the Empirical Framework	> Organized/attended/documentated NWPC/PSR technical sessions to discuss the empirical framework options (Jan 14 & 25, Feb 5, Mar 1) > Provided relevant inputs/data to PSRTI (DomW MinWage as of December 2018 and PPT Material on Kasambahay Survey Results) > Prepared presentation material for ED on PSRTI Empirical Framework Options > Attended NWPC-PSRTI DomWork meeting and provided meeting highlights > Prepared/revised presentation on DomWork empirical framework options > Presented the DomWork empirical framework options to ED (including its application to the proposed P6,000 DW minimum wage)	> Organized/coordinated/documentated NWPC-PSRTI Meeting April 14, May 3) > Prepared/sent email re: PRS clarifications on the empirical framework options to PSRTI > Prepared presentation material for ED: PSRTI Empirical Framework Option (with decision points) > Presented the DomWork empirical framework options to ED (including its application to the proposed P6,000 DW minimum wage) > Prepared/sent kasambahay survey material for public use to BWSC	> Dr. Esquerro's contract extension - NWPC comments on July 2016/January 2016 LFS panel data > Attended and documented huddle with Dr. Esquerro on 13 September > Presented the Domwork Empirical Framework to the Commission en Banc on 14 September > Prepared letters for PSRTI, ILO and PSA re: approval of the DomWork Empirical Framework > Prepared certification of completion for PSRTI	> Organized and hosted the Dec 03 presentation of the research highlights to the Commission and RTWPBs > Prepared the webinar summary report and sectoral issues and recommendations > Prepared/sent email to ILO re: extension of implementation agreement beyond Dec 15 > Updated the narrative report for the Kasambahay Survey Results on 01 October 2021 > Organized, attended and documented huddle with NEDA on the draft Operational Guidelines in the Determination of Minimum Wage of Domestic Workers	> Empirical framework for further discussion with NEDA in 2022
f. A Study on Prevailing Wages of Barangay Micro-Business Enterprises' Workers						> Research/report submitted	> Organized/attended/documentated NWPC-DTI Meeting on the Data Sharing Agreement (DSA) > Revised/finalized Data Sharing Agreement in coordination with RALD > Prepared/finalized list of registered BMBEs that will take part in the research > Modified the Data Privacy Statement in Google Forms for the BMBE Study	> Prepared/sent follow-up email to DTI re: Data Sharing Agreement > Reviewed/facilitated routing of DTI Data Sharing Agreement within NWPC > Prepared/revised proposed additional questions on productivity for the study > Incorporated proposed additional questions on productivity in the Google form > Facilitated actual signing and delivery of Data Sharing Agreement to DTI	> Formulated/submitted additional questions on arrangements and gig economy > Revised the online survey questionnaire to incorporate the additional questions > Prepared English and Filipino versions of the BMBE study cover email > Assessed BMBE profiles submitted by DTI > Fielded questionnaire to registered BMBEs in Regions NCR, CAR, I-XIII > Prepared/sent BMBE survey updates > Sent follow-up emails/text messages to BMBEs in Regions NCR to XIII	> Fielded, monitored and followed-up responses to the online survey questionnaire > Provided research updates to PRS Director/DED/ED > Presented updates on the study in the Nov 29 Commission Meeting	> Study for continuation in 2022, data gathering to be shifted from online survey to online FGD
g. Feasibility of Establishing an Accreditation System for 3rd-Party Service						> Research/report completed	> Disseminated survey questionnaires to RBs > Monitored/checked up RBs' responses to the survey questionnaire > Encoded and consolidated survey responses	> Consolidated and coordinated with RBs re: FE/TMS survey responses > Prepared FE/TMS survey highlights	> Provided inputs on country practices for FE/TMS study > Prepared/submitted the research report to ED > Prepared presentation on the research results	> Presented results of the study in the Nov 04 Commission Meeting > Provided inputs and attended huddles re: FE/TMS resolution	> Study completed
INSTITUTIONAL SUPPORT											
1. 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		> PCW endorsed NWPC 2020 GAD Plan and Budget received on 01 March 2021 > 2020 GAD-AR first draft submitted to PCW thru GMMS (online) on 12 March 2021 > Conducted the following activities during the Women's month celebration: 1. "He Says, She Says" (Water Cooler) on the topic Millennial Stereotypes and Gender Bias 2. Pros and Cons of Work from Home Arrangement 3. "Who Is Your Real Life Wonder Woman" > Conducted GAD webinars: 1. Understanding Sexual Harassment and Safe Spaces Act (March 09) 2. Part 1: Gender Mainstreaming as a Strategy to Mainstream Magna Carta of Women (March 18-19)	> Final version of 2020 GAD-AR submitted to PCW thru email on 10 June 2021	> Ongoing drafting of 2022 GPBB > For deliberation: - Revised NWPC Mission and Vision statement with the GAD perspective - GFFPS restructuring in accordance to the advice of our PCW accredited training speaker > Ongoing - Inventory and compilation of all GAD related records and issuances (c/o MSS) - Launch of the GAD Corner in the NWPC (c/o PID and MSS)	> Submitted 1st draft of 2022 GPBB to PCW for evaluation	
NON-CORE INDICATORS											
General Administrative and Support Services											
1. Quality Management Systems (QMS) Implementation and QMS Audit						> Monitoring of compliance to the agreed corrections/corrective actions on audit findings conducted	> Submitted 4th Quarter of 2020 QMS Progress Report to DOLE-FMS on January 20	> Submitted 1st Quarter QMS Progress Report to DOLE-FMS on April 06	> Submitted 2nd Quarter QMS Progress Report to DOLE-FMS on July 09	> Submitted 3rd Quarter QMS Progress Report to DOLE-FMS on October 13	
2. Planning and Management Information System											
a. CorPlan/MYPA/ YEPA		> Corporate planning conducted		> MYPA conducted	> YEPA conducted		> Conducted NWPC-RTWPB Planning Exercise via Zoom (February 09-11) > Conducted meetings via Zoom in preparation for the 2021 NWPC-RTWPB Planning Exercise: - Program of Activities (Feb 01) - Pre-CorPlan with RBs (Feb 02) - Huddle with RBs (Feb 04) - 2021 Target and Strategies (Feb 05) - DOLE Policy Direction and NWPC Policy Thrusts on Wages and Productivity (Feb 08) > Prepared necessary PPT presentations: - 2021 Targets based on 2021 GAA - 2020 NWPC Performance Assessment - 2021 DOLE Policy Direction and NWPC Policy Thrusts on Wages and Productivity > Prepared and e-mailed necessary documents (memo, invitation letters, program of activities, administrative order, route slip, purchase request) > Rendered technical/administrative assistance before and during meetings	> Conducted meetings via Zoom in preparation for the 2021 MYPA: - Instructions of ED Sy (June 14) - Huddle on MYPA (June 22) - Meeting on MYPA (June 29) > Prepared necessary PPT presentations: - MYPA Forms template - Program of Activities - NWPC OPCR as of June 2021	> Conducted meetings via Zoom in preparation for the 2021 MYPA: - Instructions of ED Sy (June 14) - Huddle on MYPA (June 22) - Meeting on MYPA (June 29) > Prepared necessary PPT presentations: - MYPA Forms template - Program of Activities - NWPC OPCR as of June 2021	> Prepared initial requirements for the 2022 Planning Exercises (Memo/ Proposed Program of Activities)	
b. Implementation of the 2021 NWPC ISSP		> Procurement recommendation prepared	> Bidding docs prepared				> Systems Improvement/Enhancement - Concept note on Office 365 and job request submitted for approval - Concept note on Hiring of Network Specialist submitted for approval > Processing of ICT Equipment - Delivered: Desktops with OS - For signature: Projector/Multimedia, Mirrorless Camera, 86" Interactive Electronic Board with movable stand, Server Room Ventilation, Digital Signage - Not available: Laptop with OS > Software Development - Attendance and Leave Monitoring and Payroll System > Semi-Expendable Items - SSD M.2 (HDD) for approval > Ongoing process of ICT Software and Subscription - Chatbot, Statistical Software, PPT presentation design, Data Recovery Application, e-Learning portal subscription	> Systems Improvement/Enhancement - Published on Philgeps the Training of O365. - Scheduled the training of the winning bidder. - Published on Philgeps the Network Specialist. - Ongoing search of Network Specialist. > Processing of ICT Equipment - Request of realignment of budget of ISSP to DBM - For delivery of 86" Interactive Panel, 86" Digital Signage, Mirrorless Camera. - Delivered item, Projector - Re-posting of Server Room Ventilation > Software Development - Process of bid docs. NOA to winning bidder - Ongoing process of contract for developer > Semi-Expendable Items - Delivered item, SSD (HDD) > Ongoing process of ICT Software and Subscription - Purchase software, Statistical Software, Data Recovery Software - Purchase subscription, e-Learning Portal, Canva	> Systems Improvement/Enhancement - Published on Philgeps the Training of O365. - Scheduled the training of the winning bidder. - Published on Philgeps the Network Specialist. - Ongoing search of Network Specialist. > Processing of ICT Equipment - Request of realignment of budget of ISSP to DBM - For delivery of 86" Interactive Panel, 86" Digital Signage, Mirrorless Camera. - Delivered item, Projector - Re-posting of Server Room Ventilation > Software Development - Process of bid docs. NOA to winning bidder - Ongoing process of contract for developer > Semi-Expendable Items - Delivered item, SSD (HDD) > Ongoing process of ICT Software and Subscription - Purchase software, Statistical Software, Data Recovery Software - Purchase subscription, e-Learning Portal, Canva	> Systems Improvement/Enhancement - O365 Training conducted on August 31, September 3 and 8 - Network System enhanced by Inteltyx > Processing of ICT Equipment - ICT equipment delivered- panels, kiosks, mirrorless cameras, - Server room ventilation completed > Software Development - Payroll and Attendance System on going - finalization of Procurement and Asset Mgmt. System on going (Phase 6) > ICT Software subscription completed - Request MYOA for lease rental of color copier approved	

Particulars	UACS CODE	Physical Targets					Total	Physical Accomplishments				Remarks as of 31 December 2021	
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter		2nd Quarter	3rd Quarter	4th Quarter			
3. Administrative Services													
a. Staff Development Program		> Trainings/seminars facilitated conducted	> Trainings/seminars facilitated conducted	> Trainings/seminars facilitated conducted	> Trainings/seminars facilitated conducted		> 55 L&D events availed and organized both at the CO and 16 RBs: - 17 internal trainings organized benefitting 317 participants (94 male and 223 female) - 38 external trainings attended/participated by 68 employees (13 male and 55 female) > No foreign-based physical L&D events availed within the covered period due to the ongoing pandemic	> 81 L&D events availed and organized both at the CO and 16 RBs: - 15 internal trainings organized benefitting 526 participants (142 males and 384 female) - 66 external trainings attended/participated by 99 employees (19 male and 80 female) > No foreign-based physical L&D events availed within the covered period due to the ongoing pandemic > Flag Raising Ceremonies participated by all CO and RTWPBs personnel for program updates and instructions from the Agency Head	> 52 L&D events availed and organized both at the CO and 16 RBs: - 6 internal trainings organized benefitting 138 participants (43 males and 95 female) - 46 external trainings attended/participated by 92 employees (28 male and 64 female) > No foreign-based physical L&D events availed within the covered period due to the ongoing pandemic	> 28 L&D events availed and organized both at the CO and 16 RBs: - 8 internal trainings organized benefitting 532 participants (191 males and 341 females) - 20 external trainings attended/participated by 37 employees (8 male and 29 females) > No foreign-based physical L&D events availed within the covered period due to the ongoing pandemic			
b. Health, Safety and Welfare Program		> Health protocols implemented	> Health protocols implemented	> Health protocols implemented	> Health protocols implemented		> Strict compliance and monitoring of workplace health protocols > Installation of PPEs - sneeze guards, alcohol dispensers, air purifiers, temperature scanners > Regular disinfection of office premises > Provision of face mask, face shields, alcohol, QR codes for contract tracing, transportation service, and sleeping beds	> Strict compliance and monitoring of workplace health protocols > Installation of PPEs - sneeze guards, alcohol dispensers, air purifiers, temperature scanners > Regular disinfection of office premises > Provision of face mask, face shields, alcohol, QR codes for contract tracing, transportation service, and sleeping beds > Purchases made to booster employees' resistance to diseases: - 55 quadrivalent influenza vaccines (delivered on April 30) - 6,000 ascorbic acid capsules (delivered on June 10)	> Strict compliance and monitoring of workplace health protocols > Installation of PPEs - sneeze guards, alcohol dispensers, air purifiers, temperature scanners > Regular disinfection of office premises > Provision of face mask, face shields, alcohol, QR codes for contract tracing, transportation service, and sleeping beds	> Strict compliance and monitoring of workplace health protocols > Installation of PPEs - sneeze guards, alcohol dispensers, air purifiers, temperature scanners > Regular disinfection of office premises > Provision of face mask, face shields, alcohol, QR codes for contract tracing, transportation service, and sleeping beds			
4. Financial Management													
a. Financial Management		> Workshop conducted					> Virtual Workshop conducted on 18-21 January 2021						
b. Allotment Utilization		> 15%	> 50%	> 85%	> 100%	> 100% fund utilization	> Allotment utilized as of March 2021 - PS: 22% - MOOE: 15% - CO: 69% - Total: 20%	> Allotment utilized as of June 2021 - PS: 53% - MOOE: 41% - CO: 83% - Total: 50%	> Allotment utilized as of September 2021 - PS: 79% - MOOE: 72% - CO: 49% - Total: 75%	> Allotment utilized as of December 2021 - PS: 99.99% - MOOE: 99.99% - CO: 98.45% - Total: 99.89%			
c. Cash Utilization		> 100% of NCA for the quarter > Reports submitted	> 100% of NCA for the quarter > Reports submitted	> 100% of NCA for the quarter > Reports submitted	> 100% of NCA for the quarter > Reports submitted	> 100% cash utilization	> 94% cash utilization > 3 Monthly Flash Performance Reports submitted to DOLE-FMS on the following dates: January - February 10 February - March 12 March - April 12 > 1st quarter BFAR submitted on April 30, 2021	> 90% cash utilization > 3 Monthly Flash Performance Reports submitted to DOLE-FMS on the following dates: April - May 7 May - June 15 June - July 9 > 2nd quarter BFAR submitted on July 30, 2021	> 90% cash utilization > 3 Monthly Flash Performance Reports submitted to DOLE-FMS on the following dates: July - August 9 August - September 10 September - October 8 > 3rd quarter BFAR submitted on October 29, 2021	> 93% cash utilization > 3 Monthly Flash Performance Reports submitted to DOLE-FMS on the following dates: October - November 9 November - December 10 December - January 10, 2022 > 4th quarter BFAR submitted on January 30, 2022			
Prepared by:		In coordination with:				Approved by:							
 LOURDES M. SECILLANO Chief, Planning and Information Division		 MARIA CRISIELDA R. SY Executive Director				 MARIA CRISIELDA R. SY Executive Director					03 February 2022		