



ANNUAL AGENCY EFFICIENCY AND INTEGRITY DEVELOPMENT PLAN

Agency Name: DEPARTMENT OF LABOR AND EMPLOYMENT, REGIONAL OFFICE X

EIDP COMPONENT	ANNUAL VERIFIABLE TARGET/ MILESTONES	RESPONSIBLE PERSON/UNIT/PFO	TIMELINE	FUNDING SOURCE	BUDGETARY REQUIREMENTS
A). PROMOTING TRANSPARENCY					
1. Posting in the DOLE X Website the following: - Compliance to RA 9495 or the Anti-Red Tape Act - Transparency Seal- Provision of the General Appropriations Act of 2013 - Submission of 2015 SALN 2. Maintained the posting in the DOLE-X Regional Office and Provincial Field Offices - Compliance to the No Gift No Bribe Policy (AO 35, s.2014)	Data posted in the DOLE X website and updated	IMSD and TSSD	Daily	-	None
			Quarterly	-	None
	January 2016	-	None		
	Monthly	-	None		
	Posters posted on the Doors, Windows and Lobbies of the Regional Office and Provincial Field Offices	IMSD			
B). STRENGTHENING ACCOUNTABILITY					
1. Continue implementation of DOLE Quality Management Systems- ISO 9001:2008 - Conduct of preparatory activities for the preparation of the Surveillance Audit	Observance of DOLE-X ISO established procedures for frontline services	DOLE X QMT	January – December 2016	-	-None
	Conduct preparatory activities for the 2nd surveillance audit	DOLE-X IQA Team	January 2016	-MOOE	-TEV



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EIDP- FORM A

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2. Strict implementation of RA 9184- An Act Providing for the Modernization, Standardization and Regulation of the Procurement Activities of the Government and for other Purposes	Attendance to Trainings Observance of prescribed processes in procurement of goods and services	IMSD/BAC	Depends on Training schedules Every activity	MOOE	4,000.00/head RA 9184
3. Continuous implementation of the strict compliance with the prescribed rules and process cycle time for the disposition of cases	SpeED Cases Disposition is 100% SENA Cases Disposition Rate is 100%. Labor Standards Compliance rate is 75%.	MALSU PFOs/TSSD TSSD	Year round	n/a	n/a
4. Strict implementation of Rules and Regulations on the Liquidation of Cash Advance.	Implemented since 2011	Accountant /IMSD	Monthly	-	-
5. Conduct of Moral Recovery Program Seminar	Continue facilitation and conduct for levels 7-8.	IMSD	May 2016	MOOE	300,000.00
6. Strict adherence with the DOLE Code of Conduct	Implemented, all PFOs, Units are provided with a soft and hard copy of the DOLE Code of Conduct	IMSD	Daily	-	None
6a. Re- visiting the Code of Conduct / re – orientation of all Focal	Inclusion in the Annual/ Semestral Capacity Buidling/Training Plan/Orientation for Focal Persons	IMSD	To be scheduled		



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Persons	on all DOLE Programs and Projects				
7. Strict adherence to the DOLE Citizens' Charter and ; 7a. Re – visiting on the Anti- Red Tape Campaign	Implemented, each PFO, Units are provided with a soft and hard copy of the DOLE Citizens' Charter and monitoring of prescribed process cycle time	IMSD	DAILY	-	None
8. Installation of CCTV Camera	Canvassing process.	IMSD	2nd Quarter of 2016	-	None
C. OBSERVANCE OF THE RULE OF LAW					
1. Speedy resolution of Administrative Complaints/ Cases especially Graft and Corruption related complaints/cases 1a. Quarterly monitoring of Status of Cases and Complaints against DOLE Officials and Employees 1b. Creation of Public Assistance and Complaints Desk Officers (PACDO) to all PFOs and Units in the Regional Office	- 100% Resolution of cases filed - Quarterly monitoring report submitted to Legal Service - Monthly submission of ARTA reports to FMS	Resident Auditor/ MALSU IMSD IMSD	Monthly Quarterly Monthly	- - -	None None None



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D. DEMOCRATIC GOVERNANCE					
1. Operationalization of the Tripartite Efficiency and Integrity Board (TEIBS)	TEIBS Created	IMSD / TSSD	2016-2020	-	None
2. Management Committee Meeting (MANCOM)	Monthly Meeting conducted	IMSD/TSSD / PFO	Monthly/ Bi-monthly/ weekly depending on the need	-	None
3. REGIONAL COORDINATING COMMITTEE (RCC)	Monthly Meeting conducted	IMSD	Monthly	MOOE	9,000.00
4. QUARTERLY MEDIA FORUM	Quarterly Press Briefing	IMSD	Monthly	MOOE	1,800.00

Prepared by:

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