

QUARTERLY PHYSICAL REPORT OF OPERATIONS

As of 1st Quarter/March 2013

DEPARTMENT: DEPT. OF LABOR & EMPLOYMENT

AGENCY : DOLE 10

FUND:

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP	REMARK/S
		(3)	(4)	(5)	
MFO 1 Employment Facilitation and Manpower Development					
1. Employment Facilitation	Provided bridging employment to (number) beneficiaries end of December 2013.	6,663			The Office is still waiting for the response of COMELEC for SPES implementation.
1.1 SPES					
1.2. Job Fairs in coordination with PESO	Registered applicants	32,327	1,946 applicants	6%	.
- National (Labor Day, Kalayaan, DOLE Anniversary)	15% HOTS (Hired on the Spot) based on 4,849 number of qualified/matched applicants. (80% of total reg. applicants)	4,849	93 HOTS	12.7%	
- Regional	Posted at the RO website and Phil- JobNet website the Calendar of activities of Job fairs (include date, venue, employers, vacancies) at the end of every quarter 2013		6 Job Fairs Schedule	100%	

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP .	REMARK/S
		(3)	(4)	(5)	
<p>2. Labor Market Information</p> <p>2.1 Enhanced Phil-Jobnet System (with SRS and DOLE Data Warehouse Sub-System) in coordination with PESO</p>	<p>Accredited and Registered establishments and issued certification/sticker at the end of 2013</p> <p>Issued stickers to 20% of existing PhilJobNet users</p> <p>Registered a minimum of establishments with Vacancy Postings at the end of 2013</p> <p>Posted/Solicited Job Vacancies at the end of 2013</p> <p>Implemented SRS in 10 LGUs</p> <p>If not covered in LGU SRS, registered and posted at the PJN website at least 50% of March and October graduates of tertiary education and training centers by May and November, 2013, respectively</p>	<p>195</p> <p>20%</p> <p>130</p> <p>63,000</p> <p>10</p>	<p>27</p> <p>20</p> <p>956</p> <p>9</p>	<p>19%</p> <p>15.3%</p> <p>3%</p> <p>90%</p>	

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET (3)	OUTPUT (4)	% OF ACCOMP . (5)	REMARK/S
<p>3. Capacity Building of Employment Service Providers</p> <p>3.1 Capacity Building for PESO</p>	<p>Conducted advocacy activities in LGUs with active PESO towards institutionalization at the end of 2013</p> <p>Institutionalization of PESOs at the end of 2013</p> <p>Trained PESO managers on the following at the end of 2013:</p> <ul style="list-style-type: none"> - SRS implementation for PESOs - Basic Employment Services - Basic Management Course PESOs - Nominate Outstanding PESO 	<p>38 LGUs</p> <p>9 PESO</p> <p>10 PESOs</p> <p>16</p> <p>13 actives</p> <p>6 PESOs</p>	<p>9 PESOs</p>	<p>90%</p>	

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET (3)	OUTPUT (4)	% OF ACCOMP (5)	REMARK/S
3.2 Career and Employment Coaching/ Guidance Advocacy	Maintained existing CGN end of 2013	6	6	100%	
	Conducted at least advocacy activities with a minimum of 100 participants per session using DOLE and TESDA's career guides end of 2013	130 advocacy activities	99	76%	
- Labor Education for Graduating Students (LEGS)	Oriented 50% of 3,500 graduating students in private schools (Computer Engineering and related courses, Construction-related, Hotel & Restaurant, Health & Wellness, Tourism, Banking & Finance)	1,750	2,060	117%	
	Oriented 50% of (1,310) graduating students in State Universities and Colleges (Agri-business and Fisheries)	655	410	63%	
4. Efficiency Service Delivery 4.1 Permits and Licenses:	Processed 100% of applications for permits, licenses, certificates, clearances (AEP, PRPA, Contractor/Subcontractor, Working Child Permit, Job Fair)	49	49	100%	
MFO 2: Employment Relations, Standards Enforcement and Protection					
1. Labor Law Compliance	Achieved 100% retrieval rate of 68 SA forms from targeted unionized establishments with certified CBAs	100%			
1.1 Self-Assessment	Spot-checked 100% of SA covered establishment	100%			

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP .	REMARK/S
		(3)	(4)	(5)	
1.2 Routine Inspection	Inspected establishments Achieved 70% compliance rate	1,500 70%	150 79%	10%	112 with violation, 84 disposed and 5 Compliance Order.
1.3 Complaint Inspection	Acted upon 100% of ___ complaints within the prescribed process cycle time	100%	38	100%	38 SENa
	Achieved 80% settlement rate of non-complying establishments thru SENA	80%	89%		38 complaints and 34 settled
1.4 Training and Advisory Visits	Conducted TAV orientations using LHP or CLES Modules	21	1 TAV		
	Achieved 90% of compliance rate	90%	91%		187 out of 205
1.5 Incentivizing Labor Laws Compliance Program	Enrolled companies per level to work on voluntary compliance	8 companies	8 companies		
	Validated 8 of identified companies per level (Level I,II,III) to work on voluntary compliance				
	Validated 0 number of establishments qualified for Tripartite Seal of Excellence.				
1.6 KAPATIRAN WISE -TAV	Implemented the program in companies identified as Big Brothers	9 companies			

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP .	REMARK/S
		(3)	(4)	(5)	
<p>1.7 Safety and Health Program Construction Safety</p> <p>2. Dispute Resolution</p> <p>21. SpeED</p> <p>2.1.1 Single Entry Approach (SEnA)</p>	Achieved 100% compliance with Labor standards of Small Brother enterprises end of the year	100%			
	Conduct LHP	40			
	Trained Safety Officers at the end of the year	56			
	Conducted advocacies on OSH, DO 13, DO 18-A	8			
	Acted upon <u>100%</u> of submitted CSHP within five-day process cycle time	100%			
	Acted upon 100% of 56 applications for safety practitioner accreditation within prescribed cycle time	100%			
	Settled at least 73% of the total requests handled within the prescribed period	73%	81%		Handled= 145 cases Settled= 117
Achieved <u>73%</u> settlement rate of cases through SENA by end of December 2013	73%	81%			

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET (3)	OUTPUT (4)	% OF ACCOMP . (5)	REMARK/S
<p>2.1.2. Labor Standards and Arbitration cases</p> <p>MFO 3: Employment Enhancement, Empowerment and Welfare</p> <p>1. Family Welfare Program</p> <p>Increase by 20% the no. of establishments reached thru DOLE initiated FWP related services/activities</p> <p>Increased program dimensions being implemented at the company level among existing Family Welfare Committees</p> <p>Created/reactivated FWCs</p> <p>2. Capacity Building for Livelihood</p> <p>2.1. DOLE Integrated Livelihood Program (DILP)</p> <p>Created 4,601 self-employment (direct beneficiaries) giving priority to 93 poorest municipalities</p> <p>Established 6 livelihood projects under Youth Entrepreneurship Support (YES)</p>	<p>Disposed 100% of handled med-arbitration cases under project SpeED for 2013</p> <p>Disposed 80% of Labor Standards cases filed within 3 months from reference period.</p>	<p>100%</p> <p>80%</p> <p>2 program dimensions</p> <p>3 FWCs</p> <p>4,601</p> <p>6</p>	<p>49%</p>	<p>.</p>	<p>No case</p> <p>Cases= 145 Disposed= 84</p>

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP .	REMARK/S
		(3)	(4)	(5)	
3. Implementation of the Social Amelioration Program in the Sugar Industry.	<p>20% Lien or Cash Bonus Fund Collection Monitored 100% of cash bonus fund collection</p> <p>Monitored 100% of current Crop Year cash bonus as distributed within the one-month prescribed period.</p> <p>100% Socio-economic Program Related Fund (SEPRF) Collection Remitted 100% of SEPRF Collection to BWSC within one month from the date of collection</p> <p>Maternity and Death Benefit Processed 100% of filed claims within 10-days</p> <p>Paid 100% of approved claims within 5-days</p>	100%			

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET (3)	OUTPUT (4)	% OF ACCOMP . (5)	REMARK/S
<p>4. Tripartism</p> <p>Workers Organization Development Program (WODP)</p>	<p>Establishment of of ITCs in 6 number of KEGs end of the year</p> <p>Facilitated the adoption of Voluntary Codes of Good Practices by the end of December 2013</p> <p>Conduct RTIPC activities end of the year</p> <p>Establish TIPC</p> <p>Conduct TIPC activities</p> <p>Extended training grants benefitting 150 officer/members covering 4 unions/associations</p> <p>Extended scholarship grants to dependents of union members covering unions/associations</p>	<p>6 ITC</p> <p>6 industries</p> <p>2 activities</p> <p>1 TIPC</p> <p>6 activities</p> <p>2 training grants</p> <p>4 scholarship grants</p>			

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP .	REMARK/S
		(3)	(4)	(5)	
5. Involvement/Mobilization among Interagency Committees/ Mechanisms	<p>Monitored and submitted report to concerned offices within the set deadline on the following:</p> <p>Activities for Implementation of Child Labor Prevention and Elimination Program</p> <p>Activities in the Implementation of Anti-Illegal Recruitment and Anti-trafficking Program</p> <p>Strike Prevention</p> <p>Regional Coordinating Committee (RCC) meetings</p> <p>Established/reactivated Regional Interagency Coordinating and Monitoring Committee</p>	<p>7 activities</p> <p>7 activities</p>			

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP .	REMARK/S
		(3)	(4)	(5)	
<p>MFO : Institutional Support / Genl. Support & Support</p> <p>1. Support for Policy Development</p> <p>2. Integrity Development Program</p> <p>3. Strategic Performance Management System</p>	<p>Submitted to BLES the Job Displacement Monitoring System (JDMS) reports 15 days after reference month</p> <p>Achieved at least 85% overall performance assessment rating end of December 2013.</p> <p>Utilized 100% of allocated funds for surveys by end of December 2013 and submitted to BLES all required survey reports per schedule</p> <p>Monitored the status of cases filed against officials and employees of the RO and submitted report to HRDS not later than the 5th day of the month after the reference quarter</p> <p>Monitored 100% the preparation and implementation of Individual Performance Commitments and evaluation of the employees' performance based on the guidelines</p>				

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP .	REMARK/S
		(3)	(4)	(5)	
<p>4. Communication Program</p> <p>5. Statistical Performance Reporting System (SPRS)</p>	<ul style="list-style-type: none"> • Disseminated/ published at least 10 press releases on a monthly basis • 12 Appeared/ guested in TV/radio program at least once a month • Conducted 12 press briefings at least once a month <p>Submitted a monthly report to LCO on at least 2 program-related good news not later than the EO of the month</p> <p>Submitted monthly report on the physical accomplishments (thru Online SPRS) not later than the end of the month</p>				

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP .	REMARK/S
		(3)	(4)	(5)	
6. Financial Management	<ul style="list-style-type: none"> • Funds Utilization <ul style="list-style-type: none"> i. Utilized 100% of the allotted funds for priority programs/projects/activities (P/P/A) and commitments of the Department under the PLEP (2011-2016) ii. Submitted monthly Statement of Allotment, Obligations and Allotment (SAOB) report. • Funds Accountability <ul style="list-style-type: none"> i. Liquidated/settled cash advances within the corresponding rate per selected account and within the prescribed period for the following accounts: <ul style="list-style-type: none"> - Account 148 (<i>Cash Advances to Officials and Employees</i>) by 85% for prior and current years - Account 104 (<i>Petty Cash Fund</i>) by 100% - Account 139 (<i>Due from NGOs/POs</i>) by 85% for prior and current years 				

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP .	REMARK/S
		(3)	(4)	(5)	
7. HRD Interventions	<ul style="list-style-type: none"> - Account 138 (<i>Due from LGUs</i>) by 85% for prior and current years ii. Submitted monthly report on the status of accounts. <p>Replied/acted upon 100% of COA recommendations and submitted quarterly status of actions taken on COA annual audit reports.</p> <ul style="list-style-type: none"> • Trained the regional staff in the following areas: <ul style="list-style-type: none"> a. Technical Writing b. Speakers Bureau c. Enhancement Workshop for Focal Persons d. Moral Renewal Seminar Levels 3 and 4 • Filled up 100% of vacant positions <p>Submitted report on their conduct of training and events based on the synchronized calendar for 2013 to the HRDS on the 5th day of July and December 2013</p>				

MFO / PROGRAMS / ACTIVITIES PERFORMANCE INDICATORS (1)	UNIT OF WORK MEASUREMENT (2)	ANNUAL TARGET	OUTPUT	% OF ACCOMP .	REMARK/S
		(3)	(4)	(5)	
<p>8. Green Our DOLE Program (GODP)</p> <p>9. Gender and Development (GAD)</p> <p>10. DOLE Citizens Charter implementation geared towards ISO certification of systems and procedures</p>	<ul style="list-style-type: none"> • 6 GODP monitored <p>Submitted to PS GAD annual report 1st week of December 2013</p> <ul style="list-style-type: none"> • Documented work processes made • Implemented/adopted a citizens feedback system/mechanism on the enrolled frontline services in the DOLE Citizens Charter <p>-Submitted monthly/quarterly reports to Central Office</p> <p>-Provided monthly actions on complaints/feedback</p>				

(SGD) CRISTE O. PERFECTO
Planning Officer III

(SGD) AKISA L. GURO
Budget Officer III

(SGD) ATTY. JOHNSON G. CAÑETE, CEO III
Regional Director

Date: **April 4, 2013**