



Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
Intramuros, Manila

**OFFICE PERFORMANCE COMMITMENT AND REVIEW (OPCR)**  
**NATIONAL WAGES AND PRODUCTIVITY COMMISSION**

I, **MARIA CRISELDA R. SY** of the **NATIONAL WAGES AND PRODUCTIVITY COMMISSION** commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period **January to December 2018**.

**RATING SCALE**

4 – Outstanding	- Meeting the success indicators
3 – Very Satisfactory	- 90% to 99% of the success indicators
2 – Satisfactory	- 80% to 89% of the success indicators
1 – Unsatisfactory	- 79% or below the success indicators

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
<b>CORE INDICATORS</b>						
<b>ORGANIZATIONAL OUTCOME 1</b> Capacity of MSMEs to implement productivity improvement program enhanced					<b>Php 14,623,000</b>	
<b>Enterprise Productivity Improvement Program</b>  1. Productivity Training Program (Productivity Toolbox - ISTIV- PAP, ISTIV Bayanihan, ISTIV Plus [SIB]Service Quality, 5S,Lean Management, Retail Service, Green Productivity and other orientations) to improve workers' capacity and enterprise competitiveness	<ul style="list-style-type: none"> <li>➢ <b>12,000 MSMEs</b> trained/oriented</li> <li>• 8,320 MSMEs oriented</li> <li>• 3,680 MSMEs trained</li> <li>✓ 3,680 PIPs/ action plans monitored</li> </ul>		RTWPBs	<ul style="list-style-type: none"> <li>➢ <b>15,104 SMEs (126%)</b> trained/oriented with 26,955 participants benefitted</li> <li>• <b>10,742 MSMEs (129%)</b> benefitted from productivity orientation with 18,524 participants</li> <li>• <b>4,362 MSMEs (118%)</b> provided with training benefitting 8,431 participants</li> <li>✓ 4,049 PIPs/action plans monitored</li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
	<ul style="list-style-type: none"> <li>✓ 50% of MSMEs trained with PIPs/Action Plans implemented</li> <li>✓ 160 successfully implemented PIPs/Action plans documented/submitted</li> <li>• Convergence Program 100% of requests under the DILEEP convergence program acted upon/assisted</li> </ul>		NWPC, RTWPBs	<ul style="list-style-type: none"> <li>✓ 3,018 MSMEs or 138% MSMEs trained with PIPs/Action plans implemented</li> <li>✓ 170 or 106% PIPs documented/submitted</li> <li>• 100% of 168 requests for training under DLEEP convergence program assisted benefiting 168 MSMEs benefitting 377 participants</li> </ul>		
	<ul style="list-style-type: none"> <li>➤ <b>800 establishments</b> provided with technical assistance on designing/formulation of productivity/ performance based incentives schemes</li> <li>✓ 80 (5/RB) of which resulted from the LMC Convergence Program with NCMB/ RCMBs</li> <li>• At least 10% of target or 80 MSMEs assisted with productivity/performance-based incentives schemes (PBIS) installed</li> <li>✓ 32 (2/RB) of which resulted from the LMC convergence with NCMB/RCMBs</li> </ul>		RTWPBs	<ul style="list-style-type: none"> <li>➤ <b>937 establishments (117.1%)</b> provided with technical assistance on designing/ formulation of productivity/ performance base incentives schemes</li> <li>✓ 94 MSMEs under the LMC Convergence Program with NCMB / RCMBs</li> <li>• 97 or 121% establishments with productivity/PBIS installed</li> <li>✓ 36 MSMEs with PBIS resulting from LMC convergence with NCMB.RVMBs</li> </ul>		
	<ul style="list-style-type: none"> <li>• 80 productivity/performance-based incentive schemes (PBIS) documented</li> </ul>			<ul style="list-style-type: none"> <li>• 103 MSMEs or 128% with PBIS documented</li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
	<ul style="list-style-type: none"> <li>➤ 100% of clients who accomplished the CSM evaluation form rate technical services as satisfactory or better</li> <li>• Training</li> <li>• Information and Technical Assistance</li> </ul>		<p>RTWPBs, TTSD</p> <p>RTWPBs, PID</p>	<ul style="list-style-type: none"> <li>• 100% of 8,325 clients rated technical advice as satisfactory or better in terms of course content, materials and trainer with 100% response rate</li> <li>• 100% of 2,726 clients rated information and technical assistance as satisfactory or better with 93.5% response rate NWPC(100%); RTWPBs (87%)</li> </ul>		
2. Module Development/ Enhancement	<ul style="list-style-type: none"> <li>➤ Modules developed/enhanced by the end of September 2018:</li> <li>• Productivity 101</li> <li>• Lean Management</li> </ul>		TTSD	<ul style="list-style-type: none"> <li>• Changed to Basic Productivity Concept and NWPC Toolbox, submitted 26 March 2018 approved by ED 31 Aug. 2018</li> <li>• Module upgraded revised based on comments of directorate; approved by ED 05 Oct 2018</li> </ul>		
	<ul style="list-style-type: none"> <li>• 7S of Good Housekeeping</li> </ul>			<ul style="list-style-type: none"> <li>• Module upgraded and approved by ED 9 Aug. 2018</li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
	<ul style="list-style-type: none"> <li>Social Media Marketing</li> </ul>			<ul style="list-style-type: none"> <li>Module developed and approved; conducted TOT on 10-12 July 2018 at The golden Phoenix Hotel, Pasay City</li> </ul>		
	<ul style="list-style-type: none"> <li>Implemented measures to improve program implementation and monitoring</li> <li>Action plan and terminal report forms reviewed to facilitate accomplishment and submission and revision, as necessary by end of June 2018</li> <li>Database of beneficiary MSMEs developed and maintained to improve monitoring and assessment of the impact by end of December 2018</li> <li>Self-evaluation mechanism included in training modules to sustain the implementation of action plans/PIPs (part of module development/enhancement) by end of June 2018</li> <li>Access of clients to learning sessions and productivity trainings and technical assistance enhanced through the implementation of e-registration/online systems (continuing)</li> </ul>		<p>TTSD RTWPBs</p> <p>TTSD RTWPBs</p> <p>TTSD</p> <p>TTSD PID-MIS</p>	<ul style="list-style-type: none"> <li>Issued Memo# 108 s. 2018 on the simplified action plan form issued on 18 April 2018</li> <li>Developed and maintained database of productivity toolbox beneficiary MSMEs for 2013 to present</li> <li>Integrated a module in the e-Prod Toolbox System wherein beneficiary firms can submit updates on the status report of implementation of their action plans/PIPs online</li> <li>Implemented the online or e-registration of clients to learning session and trainings on-going via the NWPC Website               <ul style="list-style-type: none"> <li>375 clients registered on-line for Learning Session</li> <li>14 clients requested for training/orientation program through on-line</li> </ul> </li> </ul>		<p>Except RB VIII (2014 to present)</p>



OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
3. Capacity Building for program implementers	<ul style="list-style-type: none"> <li>➤ Training on Social Media Marketing conducted by end of July 2018</li> <li>➤ Kaizen ("Follow the Firm") training conducted by end of October 2018</li> </ul>		<p>TTSD</p> <p>TTSD</p>	<ul style="list-style-type: none"> <li>➤ Training on Social Media Marketing conducted on 10 - 12 July 2018 Golden Phoenix Hotel, Manila with 34 participants (RBs- 32 , CO- 2)</li> <li>➤ Kaizen ("Follow the Firm") training conducted 3-5 Dec. 2018 at Linden Suites, Pasig City with 33 participants (RBs: 32, CO- 1)</li> </ul>		
4. Wage and Productivity Caravan	<ul style="list-style-type: none"> <li>➤ Wage and Productivity Caravan conducted as a forum to discuss emerging and prevailing thematic issues( e.g. impact of TRAIN in MW earners, forum of Productivity Toolbox beneficiaries) conducted end of June (1/RB)</li> </ul>		RTWPBs	<ul style="list-style-type: none"> <li>➤ Thirty-one (31) Wage &amp; Productivity Caravans conducted benefiting 3,681 participants from 2,840 establishments</li> </ul>		
5. 2018 National Productivity Conference	<ul style="list-style-type: none"> <li>➤ 2018 Productivity Conference conducted by end of September 2018</li> </ul>		PPRD	<ul style="list-style-type: none"> <li>➤ 2018 National Productivity Conference conducted on 14 Sept. 2018 at Pan Pacific Hotel Manila with by the following topics and speakers:               <ul style="list-style-type: none"> <li>a) Industrial Innovation Industrial Strategy Propelling Jobs Investments and Shared Prosperity for All by Dr. Rafaelita M. Aldaba of DTI</li> <li>b) Google: Connecting MSMEs in the International Value Chain by Mr. Kenneth Ligan, Google Phils.</li> </ul> </li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
				<ul style="list-style-type: none"> <li>c) Getting Ahead of the Automation Curve: Prospects for MSMEs by Dr. Rana Hasan, ADB</li> <li>d) Financial Technology Tools for MSMEs by Mr. Paul Lazaro, DBP</li> <li>e) Kapatid Agri Mentor Me Program Taking Phil. Agripreneurship to the Next Level by Mr. Jose Alvaro Severino Nito, Go Negosyo</li> <li>f) Managing HR Landscape under Industry by Mr. Patrick V. Marquina How MSMEs Can Benefit from Data Analytics by Dr. Christopher P. Monterola, Asian Institute of Mgnt.</li> <li>g) 2019 Productivity Olympics Kick Off</li> </ul>		
<b>ORGANIZATIONAL OUTCOME II</b> Fair and reasonable minimum wages in accordance with law ensured		Php 24,778,000				
<b>Wage Regulatory Program</b>						
1. Review of Existing Rules and Regulations	<ul style="list-style-type: none"> <li>➤ Rules and regulations reviewed within the year: <ul style="list-style-type: none"> <li>• Rules on minimum wages setting</li> </ul> </li> </ul>		NWPC / RTWPBs	<ul style="list-style-type: none"> <li>➤ Consolidated the issued resolutions on the amended rules of procedure on minimum wage fixing</li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
				<ul style="list-style-type: none"> <li>➤ Draft amended rules presented to the Commission for consideration/comments</li> <li>➤ Conducted further study and research on the new provisions on supervening conditions per instruction of the Commission; ready for presentation to Commission for final approval</li> </ul>		
	<ul style="list-style-type: none"> <li>• Review of rules on exemption from compliance on wage order issued by the RTWPBs</li> </ul>			<ul style="list-style-type: none"> <li>➤ Prepared consolidated comments/ inputs of the Regional boards</li> </ul>		Pending finalization of the review of rules of minimum wage setting
<p>2. Two-Tiered Wage System (TTWS)</p> <ul style="list-style-type: none"> <li>➤ Tier 1</li> </ul>	<ul style="list-style-type: none"> <li>➤ 12 TTWS monthly regional monitoring reports submitted and consolidated /evaluated quarterly</li> <li>➤ 32 public hearings/consultations conducted, as necessary</li> </ul>		RTWPBs in coordination with WPRD and RALD	<ul style="list-style-type: none"> <li>➤ 12 TTWS reports monitored and consolidated/evaluated quarterly</li> <li>➤ 66 public hearings/ consultations conducted</li> </ul>		
	<ul style="list-style-type: none"> <li>➤ Wage Orders /Implementing Rules issued in accordance with the TTWS guidelines, as necessary</li> </ul>			<ul style="list-style-type: none"> <li>➤ 15 wage orders and IRRs issued (RBs: NCR, CAR, II, III, IV-A, IV-B, V, VI, VII, VIII, IX, X, XI, XII &amp; ARMM)</li> </ul>		
	<ul style="list-style-type: none"> <li>➤ Percentage of number of minimum wage rates above poverty threshold: <ul style="list-style-type: none"> <li>• 100% of wage rates above the 2012 poverty threshold</li> <li>• 70% of wage rates above the 2015 poverty threshold</li> </ul> </li> </ul>			<ul style="list-style-type: none"> <li>➤ 100% of wage rates above 2012 poverty threshold</li> <li>➤ 77 out of 83 MWRs or 92.8% of wage rates above 2015 poverty threshold</li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
	<ul style="list-style-type: none"> <li>➤ 100% of requests for technical assistance on Facility Evaluation (FE) and Time &amp; Motion Studies (TMS) (Work Improvement and Measurement Study) with complete supporting documents acted upon within the prescribed process cycle time</li> </ul>		RTWPBs	<ul style="list-style-type: none"> <li>➤ 100% of 73 FE applications/requests from firms with complete documents acted upon               <ul style="list-style-type: none"> <li>• 67 out of 73 or 91.8% of FE orders issued</li> </ul> </li> <li>➤ 100% of 72 TMS applications/requests from firms with complete documents acted upon               <ul style="list-style-type: none"> <li>• 72 out of 72 or 100% piece rate/production standard order issued</li> </ul> </li> </ul>		
<ul style="list-style-type: none"> <li>➤ Minimum Wage for Domestic Workers</li> </ul>	<ul style="list-style-type: none"> <li>➤ Domestic Wage Order/IR issued, as necessary</li> </ul>		RTWPBs in coordination with WPRD and RALD	<ul style="list-style-type: none"> <li>➤ 2 Domestic work wage orders issued (RBs: II &amp; IVA)</li> </ul>		
<ul style="list-style-type: none"> <li>➤ TIER 2</li> </ul>	<ul style="list-style-type: none"> <li>➤ Wage Advisory for KEGs issued, as necessary</li> <li>➤ Advocacy initiatives on the Tier 2 of the Two-Tiered Wage System strengthened through networking and convergence with the NCMB</li> </ul>		RTWPBs in coordination with WPRD and RALD	<ul style="list-style-type: none"> <li>➤ 4 wage advisories issued (RBs: II, V, IX &amp; XI)</li> <li>➤ Signed MOA with NCMB/RCMB on March 7, 2018 to undertake collaborative activities with the conduct of advocacy initiative for wages and productivity improvement and gainsharing for SMEs</li> </ul>		
<p>Resolution of Exemption Cases</p> <ul style="list-style-type: none"> <li>➤ Application for Exemption Case</li> </ul>	<ul style="list-style-type: none"> <li>➤ 98% disposition rate achieved on application for exemption filed with RBs within the 45-day reglementary period</li> </ul>		RTWPBs	<ul style="list-style-type: none"> <li>➤ 100% disposition rate (28 out of 28 application for exemption disposed within 45-day reglementary period)</li> </ul>		



OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
<p>➤ Appeals on Wage Orders and Exemption Cases</p>	<p>➤ 98% disposition rate achieved on appeal on Wage Orders (WO) and Exemption within the 60-day reglementary period upon receipt of the appeal from the RTWPBs</p> <p>➤ Monthly report submitted on status of exemption cases to NCMB every end of the month (cut-off date for RBs is 25<sup>th</sup> day of the month)</p>		<p>RALD</p> <p>RALD</p>	<p>➤ 100% disposition rate (3 out of 3 appeals on exemption/ WO disposed within the 60-day reglementary period upon receipt of the appeal from the RTWPBs)</p> <p>➤ Submitted monthly SENA reports to NCMB on the following dates: Jan 25, 2018 Feb 23, 2018 March 23, 2018 April 25, 2018 May 25, 2018 June 25, 2018 July 25, 2018 Aug. 24, 2018  Sept. 25, 2018 Oct. 25, 2018 Nov. 23, 2018 Dec. 27, 2018</p>		
<p>Advocacy and Information Services – Tamang Kaalaman sa Kita at Kakayahan (T3K)</p>	<p>➤ <b>270,000 clients</b> reached thru advocacy and information services</p> <ul style="list-style-type: none"> <li>• Public information assistance provided to clients</li> <li>• IEC materials developed and disseminated Wage Clinique/Seminars/Learning Sessions</li> <li>• Wage Clinique/Seminars/LS</li> </ul>		<p>RTWPBs, PID, PRS</p>	<p>➤ <b>352,689 (131%)</b> clients reached thru advocacy and information services</p> <ul style="list-style-type: none"> <li>• 22,592 public information assistance provided</li> <li>• 163,181 IEC materials developed and disseminated</li> <li>• 18,084 clients on wage Clinique/seminars/public for a</li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
	<ul style="list-style-type: none"> <li>• Mass media campaigns</li> </ul> <p>➤ 100% of requests for legal advice acted upon within 5 days from receipt of request</p>		RALD	<ul style="list-style-type: none"> <li>• 148,832 clients reached thru mass media activities conducted</li> </ul> <p>➤ 100% of 416 request for legal advice acted upon within 5 days from receipt of request</p>		
Learning Sessions	<p>➤ Monthly (12) learning sessions on wages, productivity and labor market-related topics/concerns conducted</p>	Self-funded project	PID	<p>➤ 17 Learning Sessions (LS) conducted with 850 participants (Male:144 Female:706) from 498 companies</p> <p>➤ 100% of 786 respondents rated LS as satisfactory or better with response rate of 93%</p>		
Research studies/technical papers/reports on wages and productivity as bases for sound policy formulation/recommendation	<p>➤ Research studies/technical papers/reports on wages and productivity conducted/completed:</p> <ul style="list-style-type: none"> <li>• Study on the Implication of National Minimum Wage System in the Philippines by end of August 2018</li> </ul>		WPRD	<p>➤ Study report prepared and presented to the Directorate</p>		<p>➤ This research study shall serve as input to the assessment the current minimum wage policy in view of the proposal for national minimum wage</p>
	<ul style="list-style-type: none"> <li>• Review of PO Criteria, Mechanics and Process by end of August 2018</li> </ul>		PPRD	<p>➤ Issued memo for the 2019 PO focal persons and tentative schedule of activities</p> <p>➤ Discussed with focal person the inclusion/exclusion of cooperatives in the PO</p> <p>➤ Prepared recommendations based from the previous PO evaluation and presented to the Directorate in July 2018</p>		<p>➤ As a result of the P&amp;Q Round Table discussion, NWPC was instructed to meet with CDA to clarify issues on cooperatives joining the Productivity Olympics</p>

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
				➤ 2019 PO IEC materials approved and disseminated		
	<ul style="list-style-type: none"> <li>Advancing and Pushing Productivity Via Experts (APPROVE) by end of August 2018 <i>Renamed to SPRINT "Specialized Productivity Improvement Technical Assistance for SMEs"</i></li> </ul>		PPRD	<ul style="list-style-type: none"> <li>Guidelines submitted and presented to the Commission in August and December 2019</li> <li>Report including the implementation guidelines developed and presented</li> </ul>		
	<ul style="list-style-type: none"> <li>Study on the Compensation Schemes in the Fishing Industry by end of September 2018</li> </ul>		WPRD	<ul style="list-style-type: none"> <li>Study presented to DOLE Research Conference on November 28, 2018</li> <li>Copy of study forwarded to BWC for issuance of supplemental guidelines or advisory on 28 Nov. 2018</li> <li>Report prepared and presented to the directorate and concerned DOLE Offices (ILS, BWC, BWSC) on July 4, 2018</li> </ul>		
	<ul style="list-style-type: none"> <li>Mainstreaming Productivity Agenda in Development and Sectoral Plans by end of September 2018</li> </ul>		PPRD	<ul style="list-style-type: none"> <li>NWPC Resolution on "Mainstreaming a Productivity Agenda in the Country's Development Plans" approved and issued on 11 April 2018 and published on 31 July 2018, The Manila Times</li> <li>Report on the identified productivity gaps in the PDP, PEDP, TVET and MSMEDP submitted</li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
	<ul style="list-style-type: none"> <li>Estimating Basic Food and Non-Food Needs Across Region Based on Facility Evaluation Results by end of October 2018</li> </ul>		WPRD	<ul style="list-style-type: none"> <li>Study report prepared and submitted to ED</li> </ul>		
	<ul style="list-style-type: none"> <li>Process Evaluation of the Productivity Toolbox and Survey of Beneficiaries by end of October 2018</li> </ul>		PPRD	<ul style="list-style-type: none"> <li>Report on the document review of MSME respondents submitted and approved on 21 December 2018</li> <li>Survey questionnaire developed, pilot tested and approved</li> </ul>		<ul style="list-style-type: none"> <li>Focused Group discussion with NCR, III, IVA respondents scheduled on January 2019</li> </ul>
	<ul style="list-style-type: none"> <li>Pre data gathering for the Development of Empirical Framework for Setting Minimum Wages for Domestic Workers by end of December 2018</li> </ul>		WPRD	<ul style="list-style-type: none"> <li>Coordination with PSA on inclusion of rider questionnaire in the Labor Force Survey done</li> <li>Questionnaire developed and submitted to PSA</li> </ul>		<ul style="list-style-type: none"> <li>Received response from PSA that the rider module will be administered as part of the October 2019 LFS</li> </ul>
	<ul style="list-style-type: none"> <li>Comments/position/technical papers on legislative bills/news articles/policy reforms on wages, incomes and productivity, as requested/required</li> </ul>		PRS	<ul style="list-style-type: none"> <li>Prepared comments on the following House Bills:               <ul style="list-style-type: none"> <li>✓ Nos. 5618, 5701, 6227, 6476 ("The Philippine Innovation Act")</li> <li>✓ Nos. 4362, 5911, 6650 (Service Charges)</li> <li>✓ Nos. 1719 (Micro Credit Financing Bill)</li> <li>✓ No. 4552 (Act Strengthening Rank and File Employees)</li> <li>✓ No. 2225 (Act Increasing the Night Shift Premium Pay in Business Process Outsourcing Firms in the Philippines)</li> </ul> </li> </ul>		



OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
			PRS	<ul style="list-style-type: none"> <li>➤ Drafted provision on the Right to Disconnect under the Telecommuting Act (House Bill Nos. 4722, 5630, 5779,5841 and 6322)</li> <li>➤ Revised/finalized paper on Impact of Leave Benefits on Labor Cost and Productive Hours</li> <li>➤ Prepared inputs to IRR of RA 10968 " Philippine Qualification Framework"</li> </ul>		
7. Capacity Building for program implementers	<ul style="list-style-type: none"> <li>➤ Workshop on the Computation of Family Living Wage and Analysis of Labor Market Information conducted by EO 2<sup>nd</sup> quarter 2018</li> </ul>		WPRD	<ul style="list-style-type: none"> <li>➤ Workshop conducted at ICON Hotel, Quezon City on April 12-13, 2018 with 41 participants</li> </ul>		
<b>NON-CORE INDICATORS</b>						
1. Communication Program	<ul style="list-style-type: none"> <li>➤ Submitted to IPS a copy of approved Communication Program of the NWPC to IPS for January to December 2018 by 31 March 2018</li> <li>➤ Submitted to IPS at least three (3) good news at the end of the month</li> <li>➤ Disseminated three (3) press releases every month in quad-media</li> </ul>		PID, RTWPBs, Directorate  PID  PID, RTWPBs	<ul style="list-style-type: none"> <li>➤ 2018 Communication Plan submitted to IPS on 26 March 2018</li> <li>➤ 66 good news submitted to IPS</li> <li>➤ 73 press /news releases submitted to IPS and uploaded at the NWPC website</li> </ul>		
	<ul style="list-style-type: none"> <li>➤ Attended to 100% of request for TV appearance/radio guesting</li> </ul>		Directorate, PID, RTWPBs	<ul style="list-style-type: none"> <li>➤ 100% of 11 requests for TV appearance/ radio guesting attended</li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
	<ul style="list-style-type: none"> <li>➤ Conducted at least four (4) press briefings in a year</li> <li>➤ Submitted to IPS at least 1 AVP on success stories of programs on or before 30 October 2018</li> </ul>		<p>PID, RTWPBs</p> <p>PID</p>	<ul style="list-style-type: none"> <li>➤ 8 press briefings conducted</li> <li>➤ 1 AVP submitted to IPS on 30 Oct. 2018</li> <li>➤ Storyboard developed and submitted on 4 July 2018 the beneficiary firm for review/comment</li> <li>➤ Concept note prepared and approved</li> </ul>		
2. Statistical Performance Reporting System (SPRS)	<ul style="list-style-type: none"> <li>➤ Submitted to PS the SPRS monthly report through DPX within 7 working days after the reference month</li> </ul>		PID	<ul style="list-style-type: none"> <li>➤ Monthly SPRS reports submitted/mailed to PS on the following dates:  Jan – 7 Feb 2018  Feb – 6 March 2018  March – 7 April 2018  April – 7 May 2018  May – 6 June 2018  June – 3 July 2018  July – 6 Aug. 2018  Aug – 6 September  Oct – 7 Nov. 2018  Nov – 7 Dec. 2018  Dec. – for submission</li> </ul>		DPX for attached agencies not available
3. Performance Assessment Report (PAR)	<ul style="list-style-type: none"> <li>➤ Submitted to PS the 2018 Quarterly PAR within 30 calendar days after the reference quarter</li> </ul>		PID	<ul style="list-style-type: none"> <li>➤ Quarterly PAR reports submitted on the ff.:  1<sup>st</sup> qtr – 10 April 2018  2<sup>nd</sup> qtr – 13 July 2018  3<sup>rd</sup> qtr. – 18 Oct. 2018  4<sup>th</sup> qtr. – for submission</li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
4. Gender and Development (GAD)	<ul style="list-style-type: none"> <li>➤ Utilized at least 5% of total budget for GAD activities</li> <li>➤ Submitted to PCW soft copy of the 2020 GAD Plan and Budget (GPB) (at least 5% of total budget) by end of December 2018</li> <li>➤ Submitted to PS the 2018 GAD Annual Report not later than 05 January 2019</li> </ul>		<p>FMD/AD/ RTWPBs PID/AD</p> <p>PID/AD</p>	<ul style="list-style-type: none"> <li>➤ Utilized 5% of the total budget for GAD activities which is approximately P10,440,800.00</li> <li>➤ 2020 GPB prepared for submission upon the availability of PCW's GMMS</li> <li>➤ 2018 GAD Annual Report prepared for submission on 8 January 2019</li> </ul>		<ul style="list-style-type: none"> <li>➤ Tentative figure for budget utilization; final figure will be determined upon completion of the closing of books by the Regional Boards</li> </ul>
5. Implementation of Quality Management System (QMS) aligned with International for Standardization (ISO) standards or continuing ISO Certification of Process/es and system/s	<ul style="list-style-type: none"> <li>➤ Attained ISO 9001-2015 Re Certification and submitted status reports to FMS not later than the 15<sup>th</sup> day of the month following the reference quarter</li> </ul>		QMS Committee and Program Managers	<ul style="list-style-type: none"> <li>➤ Passed the audit with no Non-Compliance, 27 OFI's and 10 positive observations</li> <li>➤ 2<sup>nd</sup> Surveillance conducted on Feb.12, 13, and 15, 2018</li> <li>➤ QMS Action Planning Workshop/Risk orientation Course conducted on April 10-11, 2018</li> <li>➤ QMS Review of Commitments revised using the new form</li> </ul>		
6. NWPC Citizen Charter/Anti Red Tape Act (ARTA) Implementation	<ul style="list-style-type: none"> <li>➤ Copy furnished immediately the HRDS on action taken on complaints/requests for assistance coursed through the Hotline 8888, CSC Contact Center ng Bayan and Office of the Secretary to meet the required 72-hour response time</li> </ul>		AD, PID	<ul style="list-style-type: none"> <li>➤ Furnished HRDS copy of report action taken on complaints coursed through Hotline 8888 on the following dates: Jan – Jan 29, 2018 Feb – March 5, 2018 March – April 2, 2018 April – May 3, 2018 May – June 7, 2018 June – July 3, 2018 July – 3 Aug. 2018 Aug. – 5 Sept. 2018 Sept. – 3 Oct. 2018</li> </ul>		



OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
				Oct. – 5 Nov. 2018 Nov. – 13 Dec. 2018 Dec. – 3 Jan. 2019		
	<ul style="list-style-type: none"> <li>➤ Achieved at least 70% of client satisfaction rating of Very Satisfactory on Quality Service and Quality Facilities</li> <li>➤ Acted upon 100% of clients' complaints within 3 working days upon receipt</li> </ul>			<ul style="list-style-type: none"> <li>➤ 93% client satisfaction rating of very satisfactory</li> <li>➤ 100% of 14 clients complaints acted upon within 3 working days upon receipt</li> </ul>		
7. Integrity Development Program	<ul style="list-style-type: none"> <li>➤ Submitted the latest status of complaints and cases (administrative, civil and criminal), against the officials and employees of the office filed or pending before the DOLE offices, regular courts and other quasi-judicial bodies to the LS not later than 5<sup>th</sup> day of the month after the end of reference quarter</li> <li>➤ Furnished the HRDS a copy of 2017 SALN of 100% agency's official duly received by the CSC or Ombudsman not later than 30 April 2018</li> <li>➤ Furnished the HRDS a copy of the consolidated list of employees' 2017 SALN duly received by the CSC or Ombudsman not later than 30 April 2018</li> </ul>		<p>RALD</p> <p>AD</p> <p>AD</p>	<ul style="list-style-type: none"> <li>➤ Quarterly reports submitted on the following dates: 1<sup>st</sup> qtr. - 3 April 2018 2<sup>nd</sup> qtr. - 4 July 2018 3<sup>rd</sup> qtr. - 4 Oct. 2018 4<sup>th</sup> qtr. - 4 Jan. 2019</li> <li>➤ 2017 SALN submitted to HRDS on March 27, 2018</li> <li>➤ Furnished HRDS copy of SALN received by CSC March 27, 2018.</li> </ul>		
8. Strategic Performance Management System (SPMS) in partnership with the DOLE-HRDS	<ul style="list-style-type: none"> <li>➤ Submitted to PS the <b>2018 OPCR</b> within 10 working days from receipt of the approved 2018 Non- Core indicators for endorsement to the Secretary thru Cluster Head</li> </ul>		PID in coordination with all Division	<ul style="list-style-type: none"> <li>➤ 2018 OPCR submitted to PS 13 April 2018</li> </ul>		



OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)															
	<ul style="list-style-type: none"> <li>➤ Submitted to PS the 2018 Reformulated OPCR within 10 working days from receipt of the approved 2018 NON-Core Indicators for endorsement to the Secretary thru the Cluster Head</li> </ul>			<ul style="list-style-type: none"> <li>➤ Revised NWPC 2018 OPCR per DOLE-PS review/comments dated 4 May 2018 submitted 7 May</li> </ul>																	
	<ul style="list-style-type: none"> <li>➤ Submitted to PS through DPX the PDF copy of signed OPCR with accomplishments as of 1<sup>st</sup> semester by July 16, 2018</li> <li>➤ Submitted to PS through DPX the PDF copy of signed annual OPCR 2018 with accomplishments by January 7, 2019</li> <li>➤ Submitted to HRDS summary of IPCR ratings within 30 calendar days upon receipt or approved OPCR ratings (covers accomplishment in the previous year)</li> </ul>		AD	<ul style="list-style-type: none"> <li>➤ 1<sup>st</sup> semester OPCR accomplishment emailed to PS 16 July 2018</li> <li>➤ 2018 OPCR accomplishments for submission on 8 January 2019</li> <li>➤ HRDS received summary of 2017 IPCR ratings for 2017 PBB on June 14, 2018</li> </ul>		DPX not yet available															
9. Financial Management	<ul style="list-style-type: none"> <li>➤ Fund Utilization (Budget Utilization Rate)</li> </ul> <table border="1" data-bbox="487 898 1066 1266"> <thead> <tr> <th></th> <th>Obligation Rate</th> <th>Disbursement Rate</th> </tr> </thead> <tbody> <tr> <td>1<sup>st</sup>Qtr</td> <td>25%</td> <td>100% based on NCA released</td> </tr> <tr> <td>2<sup>nd</sup>Qtr</td> <td>30%</td> <td>100% based on NCA released</td> </tr> <tr> <td>3<sup>rd</sup>Qtr</td> <td>30%</td> <td>100% based on NCA released</td> </tr> <tr> <td>4<sup>th</sup>Qtr</td> <td>15%</td> <td>100% based on NCA released</td> </tr> </tbody> </table> <p data-bbox="494 1282 1054 1381"> <i>Obligation Rate = Obligation / Allotment</i>  <i>Disbursement = Disbursement / Notice of Cash Allocation (NCA) Release</i> </p>		Obligation Rate	Disbursement Rate	1 <sup>st</sup> Qtr	25%	100% based on NCA released	2 <sup>nd</sup> Qtr	30%	100% based on NCA released	3 <sup>rd</sup> Qtr	30%	100% based on NCA released	4 <sup>th</sup> Qtr	15%	100% based on NCA released		FMD	<ul style="list-style-type: none"> <li>➤ Fund Utilization (BUR)</li> </ul> <p data-bbox="1505 890 1712 1070"> 1<sup>st</sup> quarter – 24%  2<sup>nd</sup> quarter – 28%  3<sup>rd</sup> quarter – 22%  4<sup>th</sup> quarter – 26%  Annual – 100% </p>		
	Obligation Rate	Disbursement Rate																			
1 <sup>st</sup> Qtr	25%	100% based on NCA released																			
2 <sup>nd</sup> Qtr	30%	100% based on NCA released																			
3 <sup>rd</sup> Qtr	30%	100% based on NCA released																			
4 <sup>th</sup> Qtr	15%	100% based on NCA released																			

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
10. Financial Accountability of Selected Accounts	<ul style="list-style-type: none"> <li>➤ Submitted to IAS status of cash advances not later than the 10<sup>th</sup> day of the month following the reference quarter except for the 4<sup>th</sup> quarter which is due not later than 22<sup>nd</sup> of January:</li> <li>(1) Advances to Officers and Employees</li> <li>(2) Advances for Operating Expenses (if applicable)</li> <li>(3) Advances to Special Disbursing Officers (if applicable)</li> <li>(4) Advances for Payroll</li> </ul>		FMD in coordination with all Divisions	<ul style="list-style-type: none"> <li>➤ Quarter IAS status of cash advances submitted on the following dates</li> <li>1<sup>st</sup> qtr. – 4 April 2018</li> <li>2<sup>nd</sup> qtr. - 10 July 2018</li> <li>3<sup>rd</sup> qtr. - 9 Oct. 2018</li> <li>4<sup>th</sup> qtr.- 7 Jan. 2019</li> </ul>		
11. Compliance to COA Observations	<ul style="list-style-type: none"> <li>➤ Submitted quarterly Report of Actions Taken on 100% Compliance to COA Recommendations to IAS not later than the 10<sup>th</sup> day of the month following the reference quarter</li> </ul>		FMD	<ul style="list-style-type: none"> <li>➤ Quarter report of actions taken submitted to COA on the following dates</li> <li>1<sup>st</sup> qtr. - 10 April 2018</li> <li>2<sup>nd</sup> qtr. -10 July 2018</li> <li>3<sup>rd</sup> qtr. – 9 Oct. 2018</li> <li>4<sup>th</sup> qtr. – 7 Jan. 2019</li> </ul>		
12. Audit Opinion	<ul style="list-style-type: none"> <li>➤ Received unqualified audit opinion</li> </ul>		FMD/All Divisions/RBs	<ul style="list-style-type: none"> <li>➤ Received qualified audit opinion for 2017</li> </ul>		
13. Streamlining of Key Frontline Processes/ Accomplishments of DOLE-CO, ROS, POLOs and Attached Agencies	<ul style="list-style-type: none"> <li>➤ Submitted accomplishment report in the delivery of the Key Frontline Services within 72 hours – not later than the 10<sup>th</sup> day of the month</li> </ul>		PID	<ul style="list-style-type: none"> <li>➤ Submitted to IAS the Key Frontline Services on the following dates:</li> <li>Jan - Feb. 2, 2018</li> <li>Feb - March 5, 2018</li> <li>March - April 10, 2018</li> <li>April - May 7, 2018</li> <li>May - June 7, 2018</li> <li>June - July 5, 2018</li> <li>Aug. – Sept.6, 2018</li> </ul>		

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
				Sept. – Oct. 4, 2018 Oct.- Nov. 6, 2018 Nov.- Dec.3, 3018 Dec.- Jan. 4, 2019		
14. Data Privacy Act	<ul style="list-style-type: none"> <li>➤ Registration of a Data Protection Officer (DPO) to the National Privacy Commission (NPC) within August 2018               <ul style="list-style-type: none"> <li>• Submitted proof of registration to PS within 30 days after registration</li> </ul> </li> <li>➤ Submitted Data Privacy Assessment Report to PS within August 2018</li> <li>➤ Submitted Inventory Program, Systems and Processes requiring collection of personal data for registration with NPC to PS within August 2018</li> <li>➤ Submitted Data Privacy Manual to PS within September 2018</li> </ul>		AD	<ul style="list-style-type: none"> <li>➤ Submitted Data Protection Officer (DPO) to the National Privacy Commission (NPC) thru DOLE-PS on Oct 2, 2017</li> <li>➤ Submitted to PS Data Privacy Assessment Nov. 8, 2017</li> <li>➤ Submitted Inventory Program, Systems and Processes on 29 August 2018 to PS</li> <li>➤ Data Privacy Manual submitted to PS on 4 Sept. 2018</li> </ul>		
15. Human Resource Development Interventions  a. Recruitment and Selection	<ul style="list-style-type: none"> <li>➤ Submitted to HRDS reports on PRIME-HRM and validated/invalidated appointments five (5) days after the reference semester</li> <li>➤ Submitted to HRDS monthly report on Personnel Complement by end of each month               <ul style="list-style-type: none"> <li>• Regular and Non-Regular Positions</li> </ul> </li> </ul>		AD	<ul style="list-style-type: none"> <li>➤ Submitted to HRDS reports on PRIME-HRM and validated/invalidated appointments on July 3, 2018 and 7 January 2019</li> <li>➤ Submitted to HRDS monthly report following dates:                Jan – Jan. 3, 2018                Feb – March 1, 2018                March – April 3, 2018                April – April 27, 2018                May – June 5, 2018             </li> </ul>		



OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
				June – July 5, 2018 July – 26 July 2018 Aug. – 31 Aug. 2018 Sept. – 27 Sept. 2018 Oct. – 30 Oct. 2018 Nov. – 29 2018 Dec. – 7 Jan. 2019		
	<ul style="list-style-type: none"> <li>➤ Submitted to HRDS Rightsizing Proposal by end of July 2018</li> </ul>			<ul style="list-style-type: none"> <li>➤ Proposal submitted to Usec. Lagunzad on 27 July 2018</li> </ul>		
b. Capacity Building of Staff	<ul style="list-style-type: none"> <li>➤ Submitted to HRDS the 2018 Annual Training Calendar involving Regional Office personnel participation to professional upgrading and capacity building programs not later than end of March 2018 and 2019 Training Plan Calendar not late than end of November 2018</li> <li>➤ Trained/provided Training Opportunities to at least 80% of employees [grouped into prescribed 60% and optional 20% attended by staff within CY 2018 ] by end of the year</li> </ul>		AD	<ul style="list-style-type: none"> <li>➤ Initial submission received by HRDS as early as 29 Dec. 2017 followed by supplemented Annual Training Plan on 26 March 2018</li> <li>➤ 2019 Training Plan submitted to HRDS 27 Nov. 2018</li> </ul>		
	<ul style="list-style-type: none"> <li>➤ Trained/provided Training Opportunities to at least 80% of employees [grouped into prescribed 60% and optional 20% attended by staff within CY 2018 ] by end of the year</li> </ul>		AD	<ul style="list-style-type: none"> <li>➤ 100% of NWPC staff has accrued not less than 8 hours of training credit</li> </ul>		
	<ul style="list-style-type: none"> <li>➤ Submitted to HRDS quarterly monitoring/progress on the Professional and Career Development Program (including MCLE, Continuing Professional Development, Leadership and Management Training units) attended by the staff 5 days after the reference quarter</li> </ul>		AD	<ul style="list-style-type: none"> <li>➤ HRDS received the quarterly report trainings availed on the following dates:            1<sup>st</sup> qtr – 26 March 2018            2<sup>nd</sup> qtr. – 3 July 2018            3<sup>rd</sup> qtr. – 3 Oct. 2018            4<sup>th</sup> qtr. – 28 Dec. 2018</li> </ul>		



OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
	<ul style="list-style-type: none"> <li>➤ Submitted to HRDS monitoring/progress report on the interventions provided to Management Succession Program (MSP) beneficiaries five (5) days after the reference quarter</li> </ul>		AD	<ul style="list-style-type: none"> <li>➤ MSP progress report submitted on the following dates:  1<sup>st</sup> qtr. - 6 April 2018  2<sup>nd</sup> qtr. - 4 July 2018  3<sup>rd</sup> qtr. - 3 Oct. 2018  4<sup>th</sup> qtr.- 28 Dec. 2018</li> </ul>		
16. Transparency Seal Compliance	<ul style="list-style-type: none"> <li>➤ 100% compliance with Transparency Seal requirements in accordance with 2018 General Appropriations Act (GAA), IATF Memorandum Circular 2018-1, and other Joint Circulars and Memorandum Circulars that may be issued by the agencies in authority</li> </ul> <p><b>Based on GAA 2018</b></p> <ol style="list-style-type: none"> <li>1) Agency's mandates and functions, names of its officials with their position and designation and contact information</li> <li>2) Approved budgets and corresponding targets immediately upon approval of 2018 GAA</li> <li>3) Modification made pursuant to the general and special provisions in GAA 2018</li> <li>4) Annual Procurement plan/s and contracts awarded with the winning supplier, contractor or consultant</li> <li>5) Major programs and projects categorized in accordance with the five key results areas under E.O. No. 43, s. 2011 and their target beneficiaries</li> <li>6) Status of implementation, evaluation and/or assessment reports of said programs or projects</li> </ol>		AD/PID  PID  FMD  FMD  AD  PID  PID	<ul style="list-style-type: none"> <li>➤ 100% Transparency seal based on GAA 2018 and IATF MC 2018-1 requirements posted in the NWPC website</li> </ul>		
	7) Budget and Financial Accountability Reports pursuant to COA and DBM J.C. No. 2014-1		FMD			

OUTCOME /PAP (1)	SUCCESS INDICATORS (Targets + Measures) (2)	Allotted Budget (3)	DIVISION/S ACCOUNTABLE (4)	ACTUAL ACCOMPLISHMENTS (as of 31 Dec. 2018) (5)	RATING (6)	REMARKS (for Validation Purposes) (7)
	dated July 1, 2014					
	8) Annual Reports on the status of income authorized by law to be retained and/or used and be deposited outside of the National Treasury, which shall include the legal basis for its retention and/or use, the beginning balance, income collected and its sources, expenditures, and ending balance for the preceding fiscal year					
	<b>IATF MC 2018-1</b> 9) QMS Certification of at least one core process by an international certifying body (ICB) 10) System of Ranking Delivery Units and Individuals for 2018 PBB 11) The Agency Review and compliance Procedure of Statements and Financial Disclosures 12) The Final People's Freedom to Information (FOI) Manual signed by the Head of Agency <b>Additional Transparency Seal Information</b> 13) Status of Cases (if applicable), as required under AO No. 340, s. 2013: a) Pending Cases b) Released Decision c) Cases with Entry Judgment 14) Net Worth of Officials, as required under CSC Republic Act No. 6713 15) COA Annual Audit Report		AD QMS Committee AD RALD AD FMD			
Other Initiatives	<b>PRIME HRM Maturity Level 2</b>			➤ Recognized under Level 2 for all four (4) HR systems		

