

Republic of the Philippines  
**DEPARTMENT OF LABOR AND EMPLOYMENT**  
**Regional Office No. 3**  
City of San Fernando, Pampanga

**ANNUAL AGENCY EFFICIENCY AND INTEGRITY DEVELOPMENT PLAN (EIDP)**

*For Current Year 2015*

EIDP COMPONENT	ANNUAL VERIFIABLE TARGET/MILESTONE	RESPONSIBLE PERSON/UNIT/DIVISION	TIMELINE	FUNDING SOURCE	BUDGETARY REQUIREMENTS
<b>A. TRANSPARENCY</b> 1. Posted in the DOLE Central Luzon Website of the following: a. Annual net worth of all its 3 <sup>rd</sup> level officials including Division Chiefs based on their submitted Statements of Assets and Liabilities (SALN) b. Status of labor standard cases c. DOLE Citizens' Charter d. Management Actions on COA Audit Report e. Transparency Seal per general provisions of the General Appropriations Act (Section 93) e.1. Agency's mandates and functions, names of its officials with their position and designation, and contact information; e.2. Annual reports, as required under National Budget Circular Nos. 507 and 507-A dated 31 January 2007 and 12 June 2007, respectively for the last three (3) years;	Data posted in the DOLE Central Luzon website and updated  Data posted and updated  Updated Charter posted Updated Data posted  Updated Data posted	Mr. Jeremiah Joseph Borja, LCO/IMSD Ms. Mary Josephine L. Castro, HRMO/IMSD  Ms. Rima C. Hernandez, Chief LEO/TSSD I IMSD/TSSD I/TSSD II Mr. Oscar Anthony C. David, Accountant III/IMSD  Mr. Jeremiah Joseph Borja, LCO/IMSD	Every end of the 1 <sup>st</sup> semester of each year  Quarterly  End of the year End of the year of the previous COA Annual Report  End of the month as the case maybe		

<p>e.3. Their respective approved budgets and corresponding targets immediate upon approval of this Act;  e.4. Major programs and projects categorized in accordance with the five (5) key results areas under EO No. 43, s. 2011;  e.5. The program/projects beneficiaries as identified in the applicable special provisions;  e.6. Status of implementation and program/project evaluation and/or assessment reports; and  e.7. Annual Procurement plan, contracts awarded and the name of contractors/suppliers/consultants.</p>		<p>Ms. Cecilia D. Malit, Budget Officer/IMSD</p> <p>IMSD/TSSD I/TSSD II</p> <p>IMSD/TSSD I/TSSD II</p> <p>IMSD/TSSD I/TSSD II</p>			
<p>2. Continuous implementation of the Zero and Performance-Based Budgeting System</p>	<p>&gt;&gt; Approved Budget (Physical and Financial Plan-against OPIF)  &gt;&gt; Civil Society Organization Consultation Workshop</p>	<p>Mr. Renato S. Pacheco, Supply Officer/IMSD</p> <p>Ms. Cecilia D. Malit, Budget Officer/IMSD IMSD/TSSD I/TSSD II</p>	<p>APP &amp; List of Contractors/Suppliers/Consultants (Annually), Contracts Awarded (As the case maybe) Continuing</p> <p>February 24, 2015</p>		
<p><b>B. ACCOUNTABILITY</b></p> <p>a. Continuous implementation of the Speedy Dispensation of Labor Justice Project or Speed project to ensure strict compliance with the prescribed rules and process cycle time for the disposition of cases</p> <p>b. Anti-Red Tape Act (ARTA) Implementation</p> <ul style="list-style-type: none"> <li>o DOLE ARTA</li> </ul> <p>c. Strict implementation of rules and regulations on the liquidation of cash advance</p> <p>d. Transparency in the Agency's Procurement (PhilGEPS Implementation)</p>	<p>RCCs include Speed with 98% disposition rate</p> <p>Conducted ARTA Orientation</p> <p>100% as to compliance and submission of reports 100% of cash advances liquidated within the prescribed period</p> <p>Registered and full blast implementation of PhilGEPS</p>	<p>TSSD I</p> <p>IMSD/TSSD I/TSSD II</p> <p>RO/FOs</p> <p>Mr. Oscar Anthony C. David, Accountant III/IMSD</p> <p>Mr. Renato S. Pacheco, Supply Officer/IMSD</p>	<p>FY 2015</p> <p>July 6, 2015</p> <p>Monthly Quarterly Monthly</p> <p>As the case maybe</p>		

e. DOLE Integrity Pledge	Formed part of the Flag Raising Ceremony	All Personnel	Every Monday		
f. Enhanced awareness on Anti-Corruption Laws, Rules and Regulations	Conducted an "Orientation" on the matter	All Personnel	FY 2015		
g. Values Formation	Seminar/Workshop to be conducted among personnel, the office has CSC-Accredited Trainer in the name of Ms. Ma. Regina G. Agustin, LEO III, TSSD I.	All Personnel	FY 2015		
o Teambuilding	Group Enhancement conducted per divisions/FOs	Heads/PFOs	FY 2015		
h. Observance of no-contact and no-gift/solicitation policy	Strict implementation in the regional office	Offices/Divisions/FOs	Daily		
i. Exemplary behavior is awarded – PRAISE	Deserving personnel awarded	IMSD	Yearly		
j. Ethical behavior is promoted	Facilitated an orientation on RA 6713	Atty. Remedios Vegim-Teves, Mediator-Arbitrator/MAU	FY 2015		
k. ISO 9001:2008	Monitored Quality Objectives implementation	Process Owners/Alternates	Monthly		
o Streamlining standardized processes for transparent and faster delivery of service	Established Audit Program and Plan	Internal Auditors	July 1, 2 & 3, 2015 October 7, 8 & 9, 2015		
o Internal Audits are scheduled					
<b>C. RESPECT FOR THE RULE OF LAW</b>					
1. Speedy resolution of administrative complaints/cases	100% disposition/resolution rate	Administrative Complaint Committee (ACC)	As the case maybe		
o DOLE RO 3 Administrative Complaint Committee	Issued Office Order on the new composition of ACC	Composition determined by RD.	As the need arises		
2. Quarterly monitoring of status of cases and complaints against DOLE officials and employees	100% monitored and submitted report	Ms. Myleen F. Mercado/IMSD	Quarterly		
<b>D. PARTNERSHIP FOR DEMOCRATIC GOVERNANCE</b>					
1. Tripartite Efficiency and Integrity Board	Issued Office Order on the new composition of TEIB	Determined by RD	As the need arises		
2. Advocacy of integrity and efficiency in	Industries joined the advocacy	Focal Person/TSSD I	As the need arises		

<p>all provincial ITCs and RTIPC</p> <p>3. Regular meetings of the TEIB of RO 3</p>	<p>Comprised of RO and CL-RCC</p>	<p>RO and RCC members</p>	<p>FY 2015</p>		
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Prepared by:



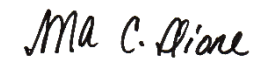
**GIL V. DELA CRUZ**  
LEO III, IMSD

Reviewed by:



**LORNA SM. TOLDOYA**  
Chief Administrative Officer, IMSD

Approved:



**Atty. ANA C. DIONE, CPA**  
Regional Director, DOLE RO 3