



Republic of the Philippines  
**NATIONAL STATISTICAL COORDINATION BOARD**

**STATISTICAL SURVEY NOTIFICATION FORM**

*PLEASE READ ATTACHED INSTRUCTIONS BEFORE COMPLETING THIS FORM*

**I. GENERAL INFORMATION**

|  |  |
|--|--|
| 1 Title of the statistical survey<br><b>OCCUPATIONAL INJURIES SURVEY</b>   |  |
| 2 Legal basis<br><b>EO 126 DOLE Reorganization; creating BLES among others</b>   |  |
| 3.1 Proponent agency<br><i>Name</i> Bureau of Labor and Employment Statistics (BLES)<br><i>Address</i> 3/F DOLE Bldg., Gen. Luna St.<br>Intramuros, Manila   | 3.2 Conducting agency<br><i>Name</i> Bureau of Labor and Employment Statistics (BLES)<br><i>Address</i> 3/F DOLE Bldg., Gen. Luna St.<br>Intramuros, Manila  |
| 3.3 Other cooperating agencies<br><b>DOLE Regional offices - Field operations</b>  | 3.4 Funding source/s (Specify)<br>a <input checked="" type="checkbox"/> Gov't of the Phils. (GOP) <u>BLES</u><br>b <input type="checkbox"/> Local private _____<br>c <input type="checkbox"/> Foreign _____  |
| 3.5 Consultants<br><i>Name of organization/person</i><br>_____<br>_____<br>_____   |  |
| 4 Objectives and relevance of the survey (Cite specific use of the data to be collected, or programs/issues to be addressed.)<br>To generate relevant and timely statistics on occupational injuries nationwide which will be essential for:<br>- better management of health and safety in the workplace<br>- formulation of effective policies and programs for the prevention of occupational accidents |  |
| 5.1 Status of survey<br>a <input checked="" type="checkbox"/> Existing (Proceed to 5.2)<br>b <input type="checkbox"/> New (Proceed to 5.3)   | 5.2 Status of survey form/questionnaire<br>a <input type="checkbox"/> Existing statistical survey form being reported to the NSCB for the first time. What year was this first used? _____<br>b <input checked="" type="checkbox"/> Existing form for clearance renewal with revision.<br>c <input type="checkbox"/> Existing form for clearance renewal without revision<br>If b or c, give previous clearance no. <u>B0783-R101-LB</u> |
| 5.3 Is this survey a rider to another survey?<br>a <input type="checkbox"/> Yes. (Specify)<br>b <input checked="" type="checkbox"/> No   | 5.4 Is this survey a component of a national or international program?<br>a <input checked="" type="checkbox"/> Yes. (Specify) BLES Statistics Generation Program<br>b <input type="checkbox"/> No   |

(Use additional sheets if necessary)

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| II. TECHNICAL DESCRIPTION   |  |  |                               |
|---|--|--|-------------------------------|
| 1 Type and number of respondents  |  |  |                               |
| <i>Type of respondent</i>   | <i>Size of universe</i>  | <i>Size of sample</i>  | <i>Expected response rate</i> |
| a <input type="checkbox"/> Individual   |  |  |                               |
| b <input type="checkbox"/> Household  |  |  |                               |
| c <input checked="" type="checkbox"/> Establishment   | 21,600   | 6,800  | 80%                           |
| d <input type="checkbox"/> Enterprise   |  |  |                               |
| e <input type="checkbox"/> Government agency  |  |  |                               |
| f <input type="checkbox"/> Others (Specify)   |  |  |                               |
|   |  |  |                               |
| 2 Reference period of the survey<br><br>Calendar year 2000  | 3 Geographical area covered by the survey, e.g., Phil., Region IV, etc.<br><br>Philippines | 4 Geographical disaggregation of the data to be produced<br><br>a <input checked="" type="checkbox"/> National<br>b <input type="checkbox"/> Regional<br>c <input type="checkbox"/> Provincial<br>d <input type="checkbox"/> Others (Specify)  |                               |
| 5 Frequency of data collection<br><br>a <input type="checkbox"/> One-shot      d <input type="checkbox"/> Annually<br>b <input type="checkbox"/> Monthly      e <input checked="" type="checkbox"/> Others (Specify)<br>c <input type="checkbox"/> Quarterly <u>Every 2 years</u> |  | 6 Method of data collection (Check as many as applicable)<br><br>a <input checked="" type="checkbox"/> Personal interview      d <input checked="" type="checkbox"/> Telephone<br>b <input checked="" type="checkbox"/> Mail      e <input type="checkbox"/> Others (Specify)<br>_____ |                               |
| 7 Survey questionnaire titles   |  |  |                               |
| <i>Form No.</i>   | <i>Form Title</i>  |  |                               |
|   |  |  |                               |
|   | Occupational Injuries Survey 2000  |  |                               |
|   |  |  |                               |
|   |  |  |                               |
| 8 Major data items to be collected (e.g., family income and expenditures, employment, compensation, prices)   |  |  |                               |
| 1. Economic activity<br>2. Employment<br>3. Hours of work<br>4. Cases of occupational injuries by major occupation group  |  | 5. Cases of occupational injuries by type of injury<br>6. Cases of occupational injuries by part of the body injured<br>7. Cases of occupational injuries by cause of injury<br>8. Cases of injury due to commuting accidents  |                               |
| 9 List of tables and other outputs to be generated (attach table formats)<br><br>see attached   |  |  |                               |

(Use additional sheets if necessary)

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|  |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
|--|---|--|---|-------|-------|-------|-------|-----------|-------|-----------|--------------|-------|--------------|---|-------|
| <p>10 Type of data processing (Check as many as applicable)</p> <p>a <input checked="" type="checkbox"/> Manual</p> <p>b <input checked="" type="checkbox"/> Microcomputer</p> <p>c <input type="checkbox"/> Minicomputer</p> <p>d <input type="checkbox"/> Mainframe computer</p>   | <p>11 Statistical classification systems used</p> <p>a <input type="checkbox"/> Phil. Standard Commodity Classification (PSCC)</p> <p>b <input checked="" type="checkbox"/> Phil. Standard Geographic Code (PSGC)</p> <p>c <input checked="" type="checkbox"/> Phil. Standard Industry Classification (PSIC)</p> <p>d <input checked="" type="checkbox"/> Phil. Standard Occupational Classification (PSOC)</p> <p>e <input type="checkbox"/> Phil. Standard Classification of Education (PSCED)</p> <p>f <input type="checkbox"/> Others (Specify)</p> <p>_____</p> <p>_____</p> |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <p>12 Brief description of the sampling design and estimation procedure.<br/>(The details should be attached in separate sheet. If complete information is available in survey proposal, attach copy instead.)</p>   |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <p>a) <i>Desired level of reliability and the proposed statistical measure to be used for assessing such reliability (e.g. standard errors of means)</i></p> <p style="text-align: center;">10% level of reliability measured through standard error of means</p>  |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <p>b) <i>Type of sampling design (The details should be attached in separate sheet.)</i></p> <p style="text-align: center;">See attached</p>   |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <p>c) <i>Sampling unit (per stage if applicable)</i></p> <p style="text-align: center;">Non-agricultural establishments employing at least 20 workers</p>  |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <p>d) <i>Domain</i></p> <p style="text-align: center;">Industry</p>  |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <p>e) <i>Sampling frame</i></p> <p style="text-align: center;">1996 NSO List of Establishments updated to 2000 based on BLES surveys and Termination Reports submitted to DOLE.</p>  |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; vertical-align: top;"> <p>f) <i>Sampling size (total, per stratum/cluster/stage)</i></p> <p style="text-align: center;">(tentative)</p> </td> <td style="width: 60%; vertical-align: top;"> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">TOTAL</td> <td style="width: 10%; text-align: center;">-</td> <td style="width: 60%; text-align: right;">6,800</td> </tr> <tr> <td>ATE 3</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,690</td> </tr> <tr> <td>ATE 4 &amp; 5</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,140</td> </tr> <tr> <td>ATE 6 &amp; Over</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1,970</td> </tr> </table> </td> </tr> </table> |   | <p>f) <i>Sampling size (total, per stratum/cluster/stage)</i></p> <p style="text-align: center;">(tentative)</p> | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">TOTAL</td> <td style="width: 10%; text-align: center;">-</td> <td style="width: 60%; text-align: right;">6,800</td> </tr> <tr> <td>ATE 3</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,690</td> </tr> <tr> <td>ATE 4 &amp; 5</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,140</td> </tr> <tr> <td>ATE 6 &amp; Over</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1,970</td> </tr> </table> | TOTAL | -     | 6,800 | ATE 3 | -         | 2,690 | ATE 4 & 5 | -            | 2,140 | ATE 6 & Over | - | 1,970 |
| <p>f) <i>Sampling size (total, per stratum/cluster/stage)</i></p> <p style="text-align: center;">(tentative)</p>   | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">TOTAL</td> <td style="width: 10%; text-align: center;">-</td> <td style="width: 60%; text-align: right;">6,800</td> </tr> <tr> <td>ATE 3</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,690</td> </tr> <tr> <td>ATE 4 &amp; 5</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,140</td> </tr> <tr> <td>ATE 6 &amp; Over</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1,970</td> </tr> </table>       | TOTAL  | -   | 6,800 | ATE 3 | -     | 2,690 | ATE 4 & 5 | -     | 2,140     | ATE 6 & Over | -     | 1,970        |   |       |
| TOTAL  | -   | 6,800  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| ATE 3  | -   | 2,690  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| ATE 4 & 5  | -   | 2,140  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| ATE 6 & Over   | -   | 1,970  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <p>g) <i>Method of determining sample size</i></p> <p style="text-align: center;">see attached</p>   |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <p>h) <i>Estimation procedure (The details and formulas should be attached in separate sheet.)</i></p> <p style="text-align: center;">see attached</p>   |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <p>i) <i>Imputation procedure for non-response</i></p> <p style="text-align: center;">Unit non-response; weight adjustment</p>   |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |
| <p>13 Statistical analysis of results (e.g., descriptive, multivariate)</p> <p style="text-align: center;">Descriptive</p>   |   |  |   |       |       |       |       |           |       |           |              |       |              |   |       |

(Use additional sheets if necessary)

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### III. ESTIMATED DIRECT COST OF SURVEY (in pesos)

|   |   |  |
|---|---|--|
| 1 <u>Personal Services</u>                        | Printing Expenses                       | 25,000   |
| 2 <u>Maintenance and Other Operating Expenses</u> | Others (Specify)                        | 2,175,000 interfund transfer<br>salary of project-based individual |
| Communication                                     |   |  |
| Travelling Expenses                               |   |  |
| Supplies  |   |  |
|   | 3 <u>Capital Outlay</u>                 |  |
|   | TOTAL COST                              | 2.455 million  |
|   | To be conducted simultaneous with EHES. |  |

### IV. TIMETABLE OF ACTIVITIES

| Stage  | Schedule                     | Agency Responsible |
|--|------------------------------|--------------------|
| A. Planning and preparation  |                              |                    |
| 1 Formulation of survey design<br>(to include formulation of objectives, scope and coverage;<br>development of methodology; formulation of sampling design and<br>frame; design of table formats; preparation of questionnaire and<br>manuals) | October 1999-February 2001   | BLES               |
| 2 Submission to NSCB for review of survey design<br>(allow 15 days after submission of all required documents)   | January 2001                 | BLES               |
| 3 Pre-test of the questionnaire  |                              |                    |
| 4 Revision based on pre-test   |                              |                    |
| 5 Finalization of questionnaires and manuals   | January 2001                 | BLES               |
| 6 Printing of questionnaires and manuals   | February                     | BLES               |
| B. Field operations  |                              |                    |
| 1 Training of personnel  | March (1 <sup>st</sup> week) | BLES/DOLE ROs      |
| 2 Distribution and collection of questionnaires  | March-November               | BLES/DOLE ROs      |
| 3 Field editing  | March-November               | BLES/DOLE ROs      |
| C. Data processing   |                              |                    |
| 1 Office editing   | April-December               | BLES               |
| 2 Data encoding  | October-December             | BLES               |
| 3 Verification   | December-January 2002        | BLES               |
| 4 Tabulation   | February-March 2002          | BLES               |
| D. Report preparation  |                              |                    |
| 1 Analysis and interpretation of data  | April-May 2002               | BLES               |
| 2 Report writing   | April-May 2002               | BLES               |
| E. Release of survey results   | May                          | BLES               |

| PREPARED BY (Contact Person) |                   | APPROVING OFFICIAL FOR REQUESTING AGENCY |                  |
|------------------------------|-------------------|--|------------------|
| Signature                    |                   | Signature                                |                  |
| Printed Name                 | TERESA V. PERALTA | Printed Name                             | HECTOR B. MORADA |
| Designation                  | Chief LEO         | Designation                              | Director IV      |
| Tel. No.                     | 527-3489          |  |                  |
| Date Prepared                | January 10, 2001  | Date Prepared                            | January 10, 2001 |