March 7, 2008

DR. ROMULO A. VIROLA
Secretary General
National Statistical Coordination Board
Midland Plaza Bldg.
Sen. Gil Puyat Ave., Makati City

Dear **Secretary General Virola**,

We are submitting the attached Statistical Survey Notification Forms for the conduct of the 2008 Occupational Wages Survey (OWS) and 2007/2008 BLES Integrated Survey (BITS).

We are also providing you the 2008 OWS and 2007/2008 BITS questionnaires for your reference.

Thank you very much and regards.

Very truly yours,
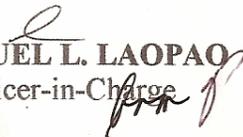
MANUEL L. LAOPAO
Officer-in-Charge
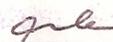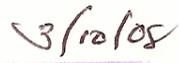
SSRCS Form 1
Revised February 1999

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
   2008 Occupational Wages Survey (OWS)

2. Legal basis
   E.O. 126, dated January 30,1987, reorganizing the DOLE and creating the BLES/E.O. 352 dated July 1, 1996

3.1 Proponent agency	3.2 Conducting agency
Name Bureau of Labor and Employment Statistics	*Name* Bureau of Labor and Employment Statistics
Address 3/F DOLE Bldg. Gen. Luna, Intramuros, Manila	*Address* 3/F DOLE Bldg. Gen. Luna, Intramuros, Manila

3.3 Other cooperating agencies

DOLE Regional Offices except NCR

3.4 Funding source/s (Specify)
   a. ☑ Gov't of the Phils. (GOP) _____
   b. ☐ Local private _____
   c. ☐ Foreign _____

3.5 Consultants

   Name of organization/person   *Nature of consultancy service*
                  NONE
   _____   _____
   _____   _____

4. Objectives and relevance of the survey (Cite specific use of the data to be collected, or programs/issues to be addressed.)

   To generate statistics for wage and salary administration and wage determination in collective bargaining negotiations.

5.1 Status of survey

   a. ☑ Existing   (Proceed to 5.2)
   b. ☐ New   (Proceed to 5.3)

5.2 Status of survey form/questionnaire
   a. ☐ Existing statistical survey form being reported to the NSCB for the first time. What year was this first used? _____
   b. ☑ Existing form for clearance renewal with revision.
   c. ☐ Existing form for clearance renewal without revision.
       If b or c, give previous clearance no. *BLES-0608-01*

5.3 Is this survey a rider to another survey?

   a. ☐ Yes. (Specify)
   b. ☑ No

5.4 Is this survey a component of a national or international program?

   a. ☑ Yes (Specify)
       BLES Survey Agenda (2006-2015)
   b. ☐ No

(Use additional sheets if necessary)

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II. TECHNICAL DESCRIPTION

1. Type and number of respondents

Type of respondent	Size of universe	Size of sample	Expected response rate
a. ☐ Individual			
b. ☐ Household			
c. ☑ Establishment	31,379	7,630	70%
d. ☐ Enterprise			
e. ☐ Government agency			
f. ☐ Others (Specify)			

2. Reference period of the survey

- June 30, 2008

3. Geographical area covered by the survey, e.g., Phils., Region IV, etc.

Philippines

4. Geographic disaggregation of the data to be produced

a. ☑ National
b. ☑ Regional
c. ☐ Provincial
d. ☐ Others (Specify)

5. Frequency of data collection

a. ☐ One-shot
b. ☐ Monthly
c. ☐ Quarterly
d. ☐ Annually
e. ☑ Others (Specify) _every 2 years_

6. Method of data collection (Check as many as applicable)

a. ☑ Personal interview
b. ☑ Mail
c. ☐ Telephone
d. ☐ Others (Specify) _____

7. Survey questionnaire titles

Form No.	Form Title
	2008 Occupational Wages Survey

8. Major data items to be collected (e.g., family income and expenditures, employment, compensation, prices)

- Occupational wage rates (basic pay and allowances) of time-rate workers on full time basis in selected occupations in selected industries and corresponding employment
- Distribution of time-rate workers on full time basis by basic pay and allowance intervals

9. List of tables and other outputs to be generated

National
- Average Monthly Wage Rates of Time-Rate Workers on Full Time Basis in Selected Industries and Occupations
- Average Monthly Wage Rates of Benchmark Occupations in Non-Agricultural Industries
- Median Monthly Basic Pay and Monthly Allowances of Time-Rate Workers on Full-time Basis by Industry
- Percent Distribution of Time-Rate Workers on Full-time Basis by Industry and Monthly Basic Pay
- Percent Distribution of Time-Rate Workers on Full-time Basis by Industry and Monthly Allowances

Regional
- Median Monthly Basic Pay and Monthly Allowances of Time-Rate Workers on Full-Time Basis by Region
- Percent Distribution of Time-Rate Workers on Full-time Basis by Region and Monthly Basic Pay
- Percent Distribution of Time-Rate Workers on Full-time Basis by Region and Monthly Allowances

(Use additional sheets if necessary)

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10. Type of data processing (Check as many as applicable)	11. Statistical classification systems used
a. ☑ Manual b. ☑ Microcomputer c. ☐ Minicomputer d. ☐ Mainframe computer	a. ☐ Phil. Standard Commodity Classification (PSCC) b. ☑ Phil. Standard Geographic Code (PSGC) c. ☑ Phil. Standard Industry Classification (PSIC) d. ☑ Phil. Standard Occupational Classification (PSOC) e. ☐ Phil. Standard Classification of Education (PSCED) f. ☐ Others (Specify)

12. Brief description of the sampling design and estimation procedure.
(The details should be attached in separate sheet. If complete information is available in survey proposal, attach copy instead.)

a) *Desired level of reliability and the proposed statistical measure to be used for assessing such reliability (e.g., standard errors of means)*

10% CV

b) *Type of sampling design (The details should be attached in separate sheet.)*

Stratified sampling where the strata are the industry and employment size e.g., 20-99, 100-199 and 200 and over

c) *Sampling unit (per stage if applicable)*

Non-agricultural establishment employing 20 and over

d) *Domain*

Minor industry group

e) *Sampling frame*
2008 BLES Survey Sampling Frame updated from 2006 NSO List of Establishments, status of respondents in 2006 BLES conducted surveys and Lists of Establishments from external sources e.g. Department of Trade and Industry; Philippine Chamber of Commerce and Industries; and Inspection Reports from DOLE-ROs.

f) *Sample size (total, per stratum/cluster/stage)*
7,630

g) *Method of determining sample size*
See attached (page 5)

h) *Estimation procedure*

Estimates are obtained by simple expansion, i.e. multiplying the sample values by the computed weights per stratum (industry group and employment size) which is the ratio of the eligible population of establishments to the number of responding establishments. These estimates are then aggregated to the desired levels to arrive at totals.

i) *Imputation procedure for non-response*

Non-response is taken into account in the weighing procedure as the raising factor is the ratio of eligible establishment to the number of responding establishment.

13. Statistical analysis of results (e.g., descriptive, multivariate)

Descriptive

(Use additional sheets if necessary)

III. ESTIMATED DIRECT COST OF SURVEY (in pesos)

1.	Personal Services		Printing Expenses	62,000
			Others (Specify)	5,192,469
2.	Maintenance and Other Operating Expenses		Training Expenses 108,800	
	Travelling Expenses PHP 393,053		Wages of Enumerators 4,931,069	
	Supplies 42,800		Communication 152,600	
			TOTAL COST **PHP 5,690,322***	
			*Total Cost of OWS and BITS	

IV. TIMETABLE OF ACTIVITIES

Stage	Schedule	Agency Responsible
A. Planning and Preparation		
1. Formulation of survey design *(to include formulation of objectives, scope and coverage; development of methodology; formulation of sampling design and frame; design of table formats; preparation of questionnaire and manuals)*	Feb – May	BLES
2. Pre-test of the questionnaire	NAP	NAP
3. Revision based on pre-test of the questionnaire	NAP	NAP
4. Submission to NSCB for review of survey design (allow 15 days after submission of all required documents)	March 7, 2008	BLES
5. Finalization of questionnaires and manuals	Questionnaires: NLT April 15 Manuals: NLT May 16	-do-
6. Printing of questionnaires and manuals	NLT Jun 20	-do-
B. Field Operations		
1. Training of personnel	July	BLES/DOLE ROs
2. Distribution and collection of questionnaires	July – December	-do-
3. Field editing	-do-	-do-
C. Data Processing		
1. Office editing	August-December	BLES
2. Data encoding	October – March 2009	-do-
3. Verification	October –March 2009	-do-
4. Tabulation	April – June 2009	-do-
D. Report Preparation		
1. Analysis and interpretation of data ⎤ published in	July – December 2009	-do-
2. Report writing ⎦ LABSTAT Updates		
E. Release of Survey Results (statistical tables in the website)	June 30, 2009	-do-

PREPARED BY (Contact Person)		APPROVING OFFICIAL FOR REQUESTING AGENCY	
Signature	*Peralta*	Signature	*signature*
Printed Name TERESA V. PERALTA		Printed Name MANUEL L. LAOPAO	
Designation Chief LEO	Tel. No. 527-3000 local 310	Designation Officer-in-Charge	
Date Prepared March 6, 2008		Date Approved 3/7/08	
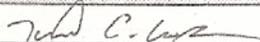
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II. TECHNICAL DESCRIPTION (cont'd.)

12. Brief description of the sampling design and estimation procedure.
    (The details should be attached in separate sheet. If complete information is available in survey proposal, attach copy instead.)

g) *Method of determining sample size*

In designing the survey, the margin of error (e) was fixed at 5% and the level of significance or the probability that the estimated total number of employed persons (y) is within 5% of the population total (Y) was specified as 95%, that is, setting $\alpha = 0.05$. This means that the probability that the estimated total number of employed persons will differ from the true number of employed persons is 5 percent. The desired precision for this survey can be expressed as follows:

$$P(|y-Y| \leq e) = 1-\alpha$$
$$P(|y-Y| \leq 0.05) = 1-0.95,$$
$$P(|y-Y| \leq 0.05) = 0.05$$

To compute for the sample size, n, a targeted CV of 2.5% was used, that is,

$$n = \frac{z_{\alpha/2}^2 CV^2}{e^2 + \frac{z_{\alpha/2}^2 CV^2}{N}} = \frac{1.96^2 (2.5)^2}{0.05^2 + \frac{1.96^2 (2.5)^2}{31,379}}$$

$$= \frac{24.01}{0.0025 + \frac{24.01}{31,379}} = 7,353.88$$

$$n \approx 7,353$$

In allocating the samples, the 3,136 establishments employing at least 200 workers were covered with certainty as their employment represents 57 percent of total employment in population. These establishments, however, comprise only 9.5 percent of the reference establishment population. The remaining 4,217 establishment samples were allocated to the non-certainty stratum with employment size 20-99 and 100-199 depending on their proportion to the total establishment employment exclusive of the certainty strata, that is, 70 percent and 30 percent, respectively. The sample sizes in each cell (industry group and employment size) in the non-certainty strata are allocated proportionately to the number of establishments.

However, establishments in the Metallic Ore Mining, Non-metallic Ore Mining, Manufacturing of Coke, Refined Petroleum, Air Transport, Research and Development, Call Centers and Medical Transcription industries are sampled with certainty because of their relatively few number and these are emerging industries and/or industries, which are critical to the labor market. Also, a minimum of 10 samples in the cells is maintained to accommodate expected non-responses.

Thus, for 2008 OWS, the total adjusted sample size is 7,630.