

OCCUPATIONAL WAGES SURVEY

From 1989 to 1995, the Bureau of Labor and Employment Statistics (BLES), now part of the Philippine Statistics Authority (PSA), conducted the Occupational Wages Survey (OWS) to monitor the wage rates of 22 low paid occupations in 21 non-agricultural industries. Its objective then was to generate wage estimates in aid to minimum wage determination.

In 1996, the BLES redesigned the survey to focus on the wage rates of selected or key occupations, particularly in industries likely to be affected by the changing local and global economic structures. Since the new series that began with 1997, several changes have been made such as expansion of covered industries and occupations, shift from complete enumeration to sample survey, varying reference periods, and lowering of employment size coverage.

1.1. Survey Objectives and Uses of the Data

The main objective of this survey is to generate statistics for *wage and salary administration and wage determination in collective bargaining negotiations*. These statistics can also be used as basis for investment decisions and determining global competitiveness of our industries and occupations.

Statistics on wage rates are useful economic indicators and are inputs to wage, income, productivity and price policies, wage fixing and collective bargaining. Specifically, occupational wage rates can be used to measure wage differentials, wage inequality in typical low wage and high wage occupations and for international comparability. Industry data on basic pay and allowance can be used to measure wage differentials across industries, for investment decisions and as reference in periodic adjustments of minimum wages.

The data category *average monthly occupational wage rate of selected occupations* is one of the variables listed by the Philippine government under the Special Data Dissemination Standard (SDDS) of the International Monetary Fund. The SDDS serves as reference to member countries in the dissemination of economic and financial data.

1.2. Collection Authority

The conduct of the OWS is mandated by:

- a. **Republic Act 10625**, approved on September 12, 2013, creating and mandating the Philippine Statistics Authority to prepare and conduct statistical sample surveys on all aspects of socioeconomic life including agriculture, industry, trade, finance, prices and marketing information, income and expenditure, education, health, culture and social situations as well as the government and the political sector for the use of the government and the public.

The PSA is composed of the merged offices of the four (4) statistical agencies, i.e., National Statistics Office (NSO), National Statistical Coordination Board (NSCB), Bureau of Agricultural Statistics (BAS) and Bureau of Labor and Employment Statistics (BLES).

- b. **Executive Order No. 352**, dated July 1, 1996, designating the OWS as one of the statistical activities that will generate critical data for decision-making of the government and the private sector.

1.3. Confidentiality of Information

Notes

Individual data furnished by a respondent to statistical inquiries, surveys and censuses of the PSA shall be considered privileged communication and as such shall be inadmissible as evidence in any proceeding.

The PSA may release aggregated information from statistical inquiries, surveys and censuses in the form of summaries or statistical tables in which no reference to an individual, corporation, association, partnership, institution or business enterprise shall appear.

1.4. Scope and Coverage

Starting the 2012 survey round, the OWS covers establishments in both agricultural and non-agricultural industries with total employment of at least 20 persons. The OWS inquires on total employment and on the distribution of time-rate workers on full-time basis. Adopting the 2009 Philippine Standard Industrial Classification (PSIC), the OWS covers 69 industries as follows:

	<u>2009 PSIC</u>	<u>Description</u>
	A	AGRICULTURE, FORESTRY AND FISHING
1.	A01/A02	Crop and Animal Production, Hunting and Related Service Activities; Forestry and Logging
2.	A03	Fishing and Aquaculture
	B	MINING AND QUARRYING
3.	B05/B06/ B08	Mining of Coal and Lignite; Extraction of Crude Petroleum and Natural Gas; and Other Mining and Quarrying
4.	B07	Mining of Metal Ores
5.	B09	Mining Support Service
	C	MANUFACTURING
6.	C10	Manufacture of Food Products
7.	C11	Manufacture of Beverages
8.	C12	Manufacture of Tobacco Products
9.	C13	Manufacture of Textiles
10.	C14	Manufacture of Wearing Apparel
11.	C15	Manufacture of Leather and Related Products
12.	C161	Sawmilling and Planing of Wood
13.	C162	Manufacture of Products of Wood, Cork, Straw and Plaiting Materials
14.	C17	Manufacture of Paper and Paper Products

	<u>2009 PSIC</u>	<u>Description</u>	<i>Notes</i>
	C	MANUFACTURING (cont'd)	
15.	C18	Printing and Reproduction of Recorded Media	
16.	C19	Manufacture of Coke and Refined Petroleum Products	
17.	C20	Manufacture of Chemicals and Chemical Products	
18.	C21	Manufacture of Basic Pharmaceutical Products and Pharmaceutical Preparation	
19.	C221	Manufacture of Rubber Products	
20.	C222	Manufacture of Plastic Products	
21.	C23	Manufacture of Other Non-Metallic Mineral Products	
22.	C24	Manufacture of Basic Metals	
23.	C25	Manufacture of Fabricated Metal Products except Machinery and Equipment	
24.	C26	Manufacture of Computer, Electronic and Optical Products	
25.	C27	Manufacture of Electrical Equipment	
26.	C28	Manufacture of Machinery and Equipment, n.e.c.	
27.	C29	Manufacture of Motor Vehicles, Trailers and Semi-Trailers	
28.	C30 excl. C301	Manufacture of Other Transport Equipment except Building of Ships and Boats	
29.	C301	Building of Ships and Boats	
30.	C31	Manufacture of Furniture	
31.	C32/C33	Other Manufacturing; Repair and Installation of Machinery and Equipment	
32.	D35	ELECTRICITY, GAS, STEAM AND AIR CONDITIONING SUPPLY	
	E	WATER SUPPLY; SEWERAGE, WASTE MANAGEMENT AND REMEDIATION ACTIVITIES	
33.	E36	Water Collection, Treatment and Supply	
34.	E37/E38/E39	Sewerage; Waste Collection, Treatment and Disposal Activities; Materials Recovery; Remediation Activities and Other Waste Management Services	

	<u>2009 PSIC</u>	<u>Description</u>	<i>Notes</i>
35.	F41/F42/F43	CONSTRUCTION	
	G	WHOLESALE AND RETAIL TRADE; REPAIR OF MOTOR VEHICLES AND MOTORCYCLES	
36.	G45	Wholesale and Retail Trade and Repair of Motor Vehicles and Motorcycles	
37.	G46	Wholesale Trade except of Motor Vehicles and Motorcycles	
38.	G47	Retail Trade except of Motor Vehicles and Motorcycles	
	H	TRANSPORTATION AND STORAGE	
39.	H49 excl. H492	Land Transport and Transport via Pipelines except Transport via Buses	
40.	H492	Transport via Buses	
41.	H50	Water Transport	
42.	H51	Air Transport	
43.	H52	Warehousing and Support Activities for Transportation	
44.	H53	Postal and Courier Activities	
45.	I55/I56	ACCOMMODATION AND FOOD SERVICE ACTIVITIES	
	J	INFORMATION AND COMMUNICATIONS	
46.	J58	Publishing Activities	
47.	J59/J60	Motion Picture, Video and Television Programme Production, Sound Recording and Music Publishing Activities except Animated Films and Cartoons Production; Programming and Broadcasting Activities	
48.	J590*	Animated Films and Cartoons Production	
49.	J61	Telecommunications	
50.	J62/J63	Computer Programming, Consultancy and Related Activities; Information Service Activities	
	K	FINANCIAL AND INSURANCE ACTIVITIES	
51.	K64 excl. K6411	Financial Service Activities except Insurance, Pension Funding and Central Banking	
52.	K65	Insurance, Reinsurance and Pension Funding except Compulsory Social Security	
53.	K66	Activities Auxiliary to Financial Service and Insurance Activities	

* **BLES** code.

	<u>2009 PSIC</u>	<u>Description</u>
54.	L68	REAL ESTATE ACTIVITIES
	M	PROFESSIONAL, SCIENTIFIC AND TECHNICAL ACTIVITIES
55.	M excl. M692 and M711	Professional, Scientific and Technical Activities except Accounting, Architectural and Engineering Activities
56.	M692	Accounting, Bookkeeping and Auditing Activities; Tax Consultancy
57.	M711	Architectural and Engineering Activities and Related Technical Consultancy
	N	ADMINISTRATIVE AND SUPPORT SERVICE ACTIVITIES
58.	N77/N80/N81	Rental and Leasing Activities; Security and Investigation Activities; Services to Buildings and Landscape Activities
59.	N78	Employment Activities
60.	N79	Travel Agency, Tour Operator, Reservation Service and Related Activities
61.	N82 excl. N8221 and N82226	Office Administrative, Office Support and Other Business Support Activities except Call Center Activities (Voice) and Medical Transcription Activities
62.	N8221	Call Center Activities (Voice)
63.	N82226	Medical Transcription Activities
64.	P85	EDUCATION EXCEPT PUBLIC EDUCATION
	Q	HUMAN HEALTH AND SOCIAL WORK ACTIVITIES
65.	Q86	Human Health Activities except Public Health Activities
66.	Q87/Q88	Residential Care Activities; Social Work Activities without Accommodation
	R	ARTS, ENTERTAINMENT AND RECREATION
67.	R90	Creative, Arts and Entertainment Activities
68.	R91/R92/R93	Libraries, Archives, Museums and Other Cultural Activities; Gambling and Betting Activities; Sports Activities and Amusement and Recreational Activities
69.	S95/S96	REPAIR OF COMPUTERS AND PERSONAL AND HOUSEHOLD GOODS; OTHER PERSONAL SERVICE ACTIVITIES

Notes

The following industries are **excluded** from the survey:

Notes

<u>2009 PSIC</u>	<u>Description</u>
K6411	Central Banking
O	Public Administration and Defense; Compulsory Social Security (e.g., DOLE, PNP, SSS, GSIS)
P85111	Public Pre-Primary/Pre-School Education
P85121	Public Pre-Primary Education for Children with Special Needs
P85211	Public Primary/Elementary Education
P85221	Public Primary/Elementary Education for Children with Special Needs
P85311	Public General Secondary Education
P85321	Public General Secondary Education for Children with Special Needs
P85331	Public Technical and Vocational Secondary Education
P85341	Public Technical and Vocational Secondary Education for Children with Special Needs
P85401	Public Higher Education
Q8611	Public Hospitals, Sanitaria and Other Similar Activities
Q8621	Public Medical, Dental and Other Health Activities
S94	Activities of Membership Organizations (e.g., ECOP, TUCP)
T	Activities of Households as Employers of Domestic Personnel; Undifferentiated Goods-and-Services-Producing Activities of Households for Own Use
U	Activities of Extra-Territorial Organizations and Bodies (e.g., ILO, UNDP)

- 1.4.1. *Benchmark Occupations:* The OWS specifically collects data on employment and wage rates of occupations. Two benchmark occupations (common to all establishments) i.e., Accounting and Bookkeeping Clerks; and Unskilled Workers except Janitors, Messengers and Freight Handlers are monitored in all industries covered by survey.
- 1.4.2. *Industry-Specific Occupations:* In addition to the two benchmark occupations, at most nine industry-specific occupations are monitored in the following 50 industries.

<u>2009 PSIC</u>	<u>Description</u>
A	AGRICULTURE, FORESTRY AND FISHING
1. A01/A02	Crop and Animal Production, Hunting and Related Service Activities; Forestry and Logging

	<u>2009 PSIC</u>	<u>Description</u>	
2.	A03	Fishing and Aquaculture	
	B	MINING AND QUARRYING	
3.	B05/B06/ B08	Mining of Coal and Lignite; Extraction of Crude Petroleum and Natural Gas; and Other Mining and Quarrying	
4.	B07	Mining of Metal Ores	
	C	MANUFACTURING	
5.	C10/C11	Manufacture of Food Products and Beverages	
6.	C13	Manufacture of Textiles	
7.	C14	Manufacture of Wearing Apparel	
8.	C15	Manufacture of Leather and Related Products	
9.	C162	Manufacture of Products of Wood, Cork, Straw and Plaiting Materials	
10.	C17	Manufacture of Paper and Paper Products	
11.	C18	Printing and Reproduction of Recorded Media	
12.	C19	Manufacture of Coke and Refined Petroleum Products	
13.	C20	Manufacture of Chemicals and Chemical Products	
14.	C21	Manufacture of Basic Pharmaceutical Products and Pharmaceutical Preparation	
15.	C221	Manufacture of Rubber Products	
16.	C222	Manufacture of Plastic Products	
17.	C23	Manufacture of Other Non-Metallic Mineral Products	
18.	C24	Manufacture of Basic Metals	
19.	C25	Manufacture of Fabricated Metal Products except Machinery and Equipment	
20.	C26	Manufacture of Computer, Electronic and Optical Products	
21.	C27	Manufacture of Electrical Equipment	
22.	C28	Manufacture of Machinery and Equipment, n.e.c.	
23.	C29	Manufacture of Motor Vehicles, Trailers and Semi-Trailers	
24.	C301	Building of Ships and Boats	
25.	C31	Manufacture of Furniture	

Notes

	<u>2009 PSIC</u>	<u>Description</u>	<i>Notes</i>
26.	D35	ELECTRICITY, GAS, STEAM AND AIR CONDITIONING SUPPLY	
27.	E36	WATER COLLECTION, TREATMENT AND SUPPLY	
28.	F41/F42/ F43	CONSTRUCTION	
	G	WHOLESALE AND RETAIL TRADE; REPAIR OF MOTOR VEHICLES AND MOTORCYCLES	
29.	G45	Wholesale and Retail Trade and Repair of Motor Vehicles and Motorcycles	
30.	G46	Wholesale Trade except of Motor Vehicles and Motorcycles	
31.	G47	Retail Trade except of Motor Vehicles and Motorcycles	
	H	TRANSPORTATION AND STORAGE	
32.	H49 excl. H492	Land Transport and Transport via Pipelines except Transport via Buses	
33.	H492	Transport via Buses	
34.	H50	Water Transport	
35.	H51	Air Transport	
36.	H52	Warehousing and Support Activities for Transportation	
37.	I55/I56	ACCOMMODATION AND FOOD SERVICE ACTIVITIES	
	J	INFORMATION AND COMMUNICATIONS	
38.	J58	Publishing Activities	
39.	J590*	Animated Films and Cartoons Production	
40.	J61	Telecommunications	
41.	J62/J63	Computer Programming, Consultancy and Related Activities; Information Service Activities	
	K	FINANCIAL AND INSURANCE ACTIVITIES	
42.	K64 excl. K6411	Financial Service Activities except Insurance, Pension Funding and Central Banking	
43.	K65	Insurance, Reinsurance and Pension Funding except Compulsory Social Security	
	M	PROFESSIONAL, SCIENTIFIC AND TECHNICAL ACTIVITIES	
44.	M692	Accounting, Bookkeeping and Auditing Activities; Tax Consultancy	

* **BLES** code.

	<u>2009 PSIC</u>	<u>Description</u>
45.	M711	Architectural and Engineering Activities and Related Technical Consultancy
	N	ADMINISTRATIVE AND SUPPORT SERVICE ACTIVITIES
46.	N79	Travel Agency, Tour Operator, Reservation Service and Related Activities
47.	N8221	Call Center Activities (Voice)
48.	N82226	Medical Transcription Activities
49.	P85	EDUCATION EXCEPT PUBLIC EDUCATION
50.	Q86	HUMAN HEALTH ACTIVITIES EXCEPT PUBLIC HEALTH ACTIVITIES

Notes

1.4.3. Bases for Industry and Occupational Coverages

The 50 industries for which industry-specific occupations shall be monitored were identified based on the following:

- Investment Priority Plan of the Board of Investments
- Export winners identified by the Department of Trade and Industry
- Areas of cooperation under the BIMP-EAGA
- Industries likely to be affected by GATT
- Industries monitored by the ILO industrial committees and similar bodies
- Emerging industries as in the case of Call Center Activities; Medical Transcription Activities; and Animated Films and Cartoons Production

On the other hand, the specific occupations for which wage rates shall be monitored were selected based on the following:

- Relative importance of the occupations in the industry
- Philippine Standard Occupational Classification (PSOC) 2002 Update
- Consultations with employers and workers groups, government agencies and the academe
- Initial List of Indicative Offers to the Coordinating Committee on Services-General Agreement on Trade in Services (ASEAN Bloc)
- Catalogue of the Occupational Skills Standards for National Certification Program of the Technical Education and Skills Development Authority
- Occupations covered by the ILO October Inquiry on Occupational Wages and Hours of Work
- 2001-2002 Key Indicators of the Labor Market of the International Labour Office
- Occupational Employment Survey (OES) of the US Bureau of Labor Statistics
- 2006 BLES Integrated Survey (BITS)-employment module on vital occupations
- 2006 National Human Resource Conference

At most 11 occupations including the two benchmark occupations shall be monitored in each of the 50 specific industries to represent the seven major occupational groups in the PSOC for a total of 188 occupations. These occupations can be classified as supervisory; professional; technical; clerical; service; trade skills and machine operation; and laborers/unskilled workers. More occupations were drawn for a particular

major occupation group depending on the relative importance of the occupations in the pre-determined industry. For instance, in mining and quarrying, selected manufacturing industries, and construction, more occupations were taken from trade skills and machine operation. In trade, telecommunications and most business services, more clerical occupations were selected. In health and social work and in private education services, mostly professional workers were drawn. In accommodation and food service activities, more service occupations were chosen.

Each establishment covered by the 50 industries will be provided its own occupational sheet. This sheet lists the pre-determined occupations and job descriptions for which employment and wage data will be asked from the establishment. The occupations in this sheet vary across establishments depending on their respective industry classification.

1.5. Survey Design

The OWS is a sample survey of establishments employing 20 persons or more.

1.5.1. Statistical Unit

The establishment is the statistical or enumeration unit. Each unit is classified in an industry that reflects its main economic activity -- the activity that contributes the biggest or major portion of the gross income or revenues of the establishment. It is further classified into one of the three employment size groups: (1) with 20 to 99 workers; (2) with 100 to 199 workers; and (3) with 200 and more workers.

An establishment is defined as an economic unit engaged in one or predominantly one kind of economic activity under a single ownership or control at a single fixed location. Thus, mining/construction sites, factories, electric plants, stores, shops, hotels, restaurants, bus companies, banks, radio stations, real estate developers, and the like, are considered establishments.

For multi-unit enterprises with different outlets and subsidiaries or whose activities are located at different locations, each branch, outlet or subsidiary is considered an establishment. However, security detachments, janitorial units, and power barges are not considered as establishments.

For firms engaged in activities which may be physically dispersed (e.g., mining, construction, real estate development, transportation, communication, insurance), the establishment is the base from which the personnel operate to carry out their activities or from which they are paid.

1.5.2. Sampling Frame

The 2014 PSA Survey Sampling Frame (2014 SSF) is an integrated list of establishments culled from the updated 2012 BLES Survey Sampling Frame based on the status of establishments reported in the 2011/2012 BLES Integrated Survey (BITS) and the 2012 Occupational Wages Survey (OWS). Other sources were Lists of Establishments from the National Statistics Office (2012), DOLE Regional Office IV-B, and the BLES Job Displacement Monitoring System (JDMS).

1.5.3. Stratification Scheme

Establishments in the sampling frame were stratified by 3-digit industry (domain) and by employment size (stratum), i.e., 20-99, 100-199, and 200 and over. However, for some industries the 3-digit classification, were further broken down at the 4, 5 or 6-digit levels.

Geographical location was not considered in the stratification to allow for detailed industry groupings.

1.6. Estimation Procedures

Not all of the fielded questionnaires are retrieved. During data collection, there are reports of permanent closures, non-location, duplicate listing and shifts in industry and employment outside the survey coverage. Establishments that fall in these categories are not eligible elements of the frame and their count is not considered in the estimation. Non-respondents are made up of refusals, strikes or temporary closures, and those establishments whose questionnaires contain inconsistent item responses and have not replied to the verification queries by the time output table generation commences.

Respondents are post-stratified as to geographic, industry and employment size classifications. Non-respondents are retained in their classifications.

Sample values of basic pay and allowances for the monitored occupations whose basis of payment is an hour or a day are converted into a standard monthly equivalent, assuming 313 working days and 8 hours per day. (Daily rate x 26.08333; Hourly rate x 208.66667)

Estimates are obtained by simple expansion, i.e., by multiplying the sample values at the cell level (industry and employment size) by the corresponding blowing-up factor which is the ratio of the estimated population of establishments to the number of responding establishments. These estimates are then aggregated to the desired totals.

Dividing the estimated total basic pay (or total allowances) in each occupation by the corresponding estimate of time-rate workers on full-time basis results to the average monthly basic pay or average monthly allowances as the case may be. The monthly average basic pay and monthly average allowances are then summed up to provide the average monthly wage rates by occupation.

The median monthly basic pay is computed from the estimated distribution of workers by monthly basic pay. On the other hand, the median monthly allowance is computed only for those workers reported with allowances.

A 95% level of reliability of survey estimates of average occupational wage rates is desired. These are to be assessed through their coefficients of variation (CVs).

TABLE 1 – Distribution of Establishment Population (N) and Sample Establishments (n) for 2014 OWS
by Industry Group and Employment Size, Philippines

2009 PSIC	Industry Group	Total		20 - 99		100 - 199		200 & over	
		N	n	N	n	N	n	N	n
	ALL INDUSTRIES	47,779	8,399	39,063	3,840	4,631	1,375	4,085	3,184
A01/A02	Crop and Animal Production, Hunting and Related Service Activities; Forestry and Logging	1,303	162	966	20	179	20	158	122
A03	Fishing and Aquaculture	255	93	197	41	25	19	33	33
B05/B06/B08	Mining of Coal and Lignite; Extraction of Crude Petroleum and Natural Gas; and Other Mining and Quarrying	135	90	116	71	11	11	8	8
B07	Mining of Metal Ores	127	90	73	36	18	18	36	36
B09	Mining Support Service	16	16	9	9	4	4	3	3
C10	Manufacture of Food Products	2,088	233	1,607	20	266	20	215	193
C11	Manufacture of Beverages	190	92	114	24	30	22	46	46
C12	Manufacture of Tobacco Products	26	26	7	7	6	6	13	13
C13	Manufacture of Textiles	248	93	186	43	47	35	15	15
C14	Manufacture of Wearing Apparel	836	125	588	20	129	20	119	85
C15	Manufacture of Leather and Related Products	196	92	159	55	18	18	19	19
C161	Sawmilling and Planing of Wood	48	48	47	47	0	0	1	1
C162	Manufacture of Products of Wood, Cork, Straw and Plaiting Materials	194	92	152	50	20	20	22	22
C17	Manufacture of Paper and Paper Products	257	94	187	41	50	33	20	20
C18	Printing and Reproduction of Recorded Media	418	101	383	74	24	16	11	11
C19	Manufacture of Coke and Refined Petroleum Products	18	18	12	12	2	2	4	4
C20	Manufacture of Chemicals and Chemical Products	459	102	366	46	60	23	33	33
C21	Manufacture of Basic Pharmaceutical Products and Pharmaceutical Preparation	113	90	68	45	20	20	25	25
C221	Manufacture of Rubber Products	104	90	85	71	10	10	9	9
C222	Manufacture of Plastic Products	531	106	380	28	96	23	55	55
C23	Manufacture of Other Non-Metallic Mineral Products	368	98	277	34	45	18	46	46
C24	Manufacture of Basic Metals	303	95	220	37	49	24	34	34
C25	Manufacture of Fabricated Metal Products except Machinery and Equipment	526	106	415	38	63	20	48	48
C26	Manufacture of Computer, Electronic and Optical Products	333	97	113	20	58	20	162	57
C27	Manufacture of Electrical Equipment	189	92	120	31	40	32	29	29
C28	Manufacture of Machinery and Equipment, n. e. c.	184	92	148	56	20	20	16	16
C29	Manufacture of Motor Vehicles, Trailers and Semi-Trailers	164	90	98	28	23	19	43	43

TABLE 1 – Distribution of Establishment Population (N) and Sample Establishments (n) for 2014 OWS
by Industry Group and Employment Size, Philippines (cont'd)

2009 PSIC	Industry Group	Total		20 - 99		100 - 199		200 & over	
		N	n	N	n	N	n	N	n
C30 excl. C301	Manufacture of Other Transport Equipment except Building of Ships and Boats	47	47	29	29	6	6	12	12
C301	Building of Ships and Boats	20	20	11	11	1	1	8	8
C31	Manufacture of Furniture	377	98	313	54	46	26	18	18
C32/C33	Other Manufacturing; Repair and Installation of Machinery and Equipment	479	104	383	43	56	21	40	40
D35	Electricity, Gas, Steam and Air Conditioning Supply	522	106	308	20	110	20	104	66
E36	Water Collection, Treatment and Supply	330	97	268	50	44	29	18	18
E37/E38/E39	Sewerage; Waste Collection, Treatment and Disposal Activities; Materials Recovery; Remediation Activities and Other Waste Management Services	69	69	59	59	8	8	2	2
F41/F42/F43	Construction	1,427	173	1,029	20	239	20	159	133
G45	Wholesale and Retail Trade and Repair of Motor Vehicles and Motorcycles	1,030	140	914	82	86	28	30	30
G46	Wholesale Trade except of Motor Vehicles and Motorcycles	3,752	395	3,313	205	319	70	120	120
G47	Retail Trade except of Motor Vehicles and Motorcycles	6,478	669	5,748	269	404	74	326	326
H49 excl. H492	Land Transport and Transport via Pipelines except Transport via Buses	399	99	351	65	34	20	14	14
H492	Transport via Buses	250	93	162	28	49	26	39	39
H50	Water Transport	155	90	109	44	25	25	21	21
H51	Air Transport	30	30	21	21	4	4	5	5
H52	Warehousing and Support Activities for Transportation	667	114	523	37	87	20	57	57
H53	Postal and Courier Activities	73	73	44	44	13	13	16	16
I55/I56	Accommodation and Food Service Activities	6,829	704	6,476	530	253	74	100	100
J58	Publishing Activities	165	90	121	46	25	25	19	19
J59/J60	Motion Picture, Video and Television Programme Production, Sound Recording and Music Publishing Activities except Animated Films and Cartoons Production; Programming and Broadcasting Activities	239	93	212	66	14	14	13	13
J590*	Animated Films and Cartoons Production	4	4	2	2	2	2	0	0
J61	Telecommunications	298	95	246	49	24	18	28	28
J62/J63	Computer Programming, Consultancy and Related Activities; Information Service Activities	502	105	395	36	54	16	53	53
K64 excl. K6411	Financial Service Activities except Insurance, Pension Funding and Central Banking	1,781	205	1,551	74	122	23	108	108

* BLES code.

**TABLE 1 – Distribution of Establishment Population (N) and Sample Establishments (n) for 2014 OWS
by Industry Group and Employment Size, Philippines (cont'd)**

2009 PSIC	Industry Group	Total		20 - 99		100 - 199		200 & over	
		N	n	N	n	N	n	N	n
K65	Insurance, Reinsurance and Pension Funding except Compulsory Social Security	134	90	83	39	16	16	35	35
K66	Activities Auxiliary to Financial Service and Insurance Activities	146	90	109	53	13	13	24	24
L68	Real Estate Activities	848	126	740	63	65	20	43	43
M excl. M692 and M711	Professional, Scientific and Technical Activities except Accounting, Architectural and Engineering Activities	862	128	709	42	84	17	69	69
M692	Accounting, Bookkeeping and Auditing Activities; Tax Consultancy	86	86	67	67	8	8	11	11
M711	Architectural and Engineering Activities and Related Technical Consultancy	251	93	207	51	20	18	24	24
N77/N80/N81	Rental and Leasing Activities; Security and Investigation Activities; Services to Buildings and Landscape Activities	1,083	145	465	20	254	20	364	105
N78	Employment Activities	932	132	541	20	150	20	241	92
N79	Travel Agency, Tour Operator, Reservation Service and Related Activities	112	90	106	84	6	6	0	0
N82 excl. N8221 and N82226	Office Administrative, Office Support and Other Business Support Activities except Call Center Activities (Voice) and Medical Transcription Activities	199	92	143	38	23	21	33	33
N8221	Call Center Activities (Voice)	671	115	287	20	99	20	285	75
N82226	Medical Transcription Activities	31	31	24	24	3	3	4	4
P85	Education except Public Education	4,409	461	3,835	174	345	58	229	229
Q86	Human Health Activities except Public Health Activities	1,121	147	858	20	134	20	129	107
Q87/Q88	Residential Care Activities; Social Work Activities without Accommodation	115	90	105	80	5	5	5	5
R90	Creative, Arts and Entertainment Activities	25	25	24	24	0	0	1	1
R91/R92/R93	Libraries, Archives, Museums and Other Cultural Activities; Gambling and Betting Activities; Sports Activities and Amusement and Recreational Activities	448	102	362	41	46	21	40	40
S95/S96	Repair of Computers and Personal and Household Goods; Other Personal Service Activities	754	120	717	92	22	13	15	15

TABLE 2 – Distribution of Establishment Population (N) and Sample Establishments (n) with Monitored Occupations in 2014 OWS by Industry Group and Employment Size, Philippines

2009 PSIC	Industry Group	Total		20 - 99		100 - 199		200 & over	
		N	n	N	n	N	n	N	n
	ALL INDUSTRIES	41,370	6,873	34,358	3,063	3,862	1,153	3,150	2,657
A01/A02	Crop and Animal Production, Hunting and Related Service Activities; Forestry and Logging	1,303	162	966	20	179	20	158	122
A03	Fishing and Aquaculture	255	93	197	41	25	19	33	33
B05/B06/B08	Mining of Coal and Lignite; Extraction of Crude Petroleum and Natural Gas; and Other Mining and Quarrying	135	90	116	71	11	11	8	8
B07	Mining of Metal Ores	127	90	73	36	18	18	36	36
C10/C11	Manufacture of Food Products and Beverages	2,278	325	1,721	44	296	42	261	239
C13	Manufacture of Textiles	248	93	186	43	47	35	15	15
C14	Manufacture of Wearing Apparel	836	125	588	20	129	20	119	85
C15	Manufacture of Leather and Related Products	196	92	159	55	18	18	19	19
C162	Manufacture of Products of Wood, Cork, Straw and Plaiting Materials	194	92	152	50	20	20	22	22
C17	Manufacture of Paper and Paper Products	257	94	187	41	50	33	20	20
C18	Printing and Reproduction of Recorded Media	418	101	383	74	24	16	11	11
C19	Manufacture of Coke and Refined Petroleum Products	18	18	12	12	2	2	4	4
C20	Manufacture of Chemicals and Chemical Products	459	102	366	46	60	23	33	33
C21	Manufacture of Basic Pharmaceutical Products and Pharmaceutical Preparation	113	90	68	45	20	20	25	25
C221	Manufacture of Rubber Products	104	90	85	71	10	10	9	9
C222	Manufacture of Plastic Products	531	106	380	28	96	23	55	55
C23	Manufacture of Other Non-Metallic Mineral Products	368	98	277	34	45	18	46	46
C24	Manufacture of Basic Metals	303	95	220	37	49	24	34	34
C25	Manufacture of Fabricated Metal Products except Machinery and Equipment	526	106	415	38	63	20	48	48
C26	Manufacture of Computer, Electronic and Optical Products	333	97	113	20	58	20	162	57
C27	Manufacture of Electrical Equipment	189	92	120	31	40	32	29	29
C28	Manufacture of Machinery and Equipment, n. e. c.	184	92	148	56	20	20	16	16
C29	Manufacture of Motor Vehicles, Trailers and Semi-Trailers	164	90	98	28	23	19	43	43
C301	Building of Ships and Boats	20	20	11	11	1	1	8	8
C31	Manufacture of Furniture	377	98	313	54	46	26	18	18

TABLE 2 – Distribution of Establishment Population (N) and Sample Establishments (n) with Monitored Occupations in 2014 OWS by Industry Group and Employment Size, Philippines (cont'd)

2009 PSIC	Industry Group	Total		20 - 99		100 - 199		200 & over	
		N	n	N	n	N	n	N	n
D35	Electricity, Gas, Steam and Air Conditioning Supply	522	106	308	20	110	20	104	66
E36	Water Collection, Treatment and Supply	330	97	268	50	44	29	18	18
F41/F42/F43	Construction	1,427	173	1,029	20	239	20	159	133
G45	Wholesale and Retail Trade and Repair of Motor Vehicles and Motorcycles	1,030	140	914	82	86	28	30	30
G46	Wholesale Trade except of Motor Vehicles and Motorcycles	3,752	395	3,313	205	319	70	120	120
G47	Retail Trade except of Motor Vehicles and Motorcycles	6,478	669	5,748	269	404	74	326	326
H49 excl. H492	Land Transport and Transport via Pipelines except Transport via Buses	399	99	351	65	34	20	14	14
H492	Transport via Buses	250	93	162	28	49	26	39	39
H50	Water Transport	155	90	109	44	25	25	21	21
H51	Air Transport	30	30	21	21	4	4	5	5
H52	Warehousing and Support Activities for Transportation	667	114	523	37	87	20	57	57
I55/I56	Accommodation and Food Service Activities	6,829	704	6,476	530	253	74	100	100
J58	Publishing Activities	165	90	121	46	25	25	19	19
J590*	Animated Films and Cartoons Production	4	4	2	2	2	2	0	0
J61	Telecommunications	298	95	246	49	24	18	28	28
J62/J63	Computer Programming, Consultancy and Related Activities; Information Service Activities	502	105	395	36	54	16	53	53
K64 excl. K6411	Financial Service Activities except Insurance, Pension Funding and Central Banking	1,781	205	1,551	74	122	23	108	108
K65	Insurance, Reinsurance and Pension Funding except Compulsory Social Security	134	90	83	39	16	16	35	35
M692	Accounting, Bookkeeping and Auditing Activities; Tax Consultancy	86	86	67	67	8	8	11	11
M711	Architectural and Engineering Activities and Related Technical Consultancy	251	93	207	51	20	18	24	24
N79	Travel Agency, Tour Operator, Reservation Service and Related Activities	112	90	106	84	6	6	0	0
N8221	Call Center Activities (Voice)	671	115	287	20	99	20	285	75
N82226	Medical Transcription Activities	31	31	24	24	3	3	4	4
P85	Education except Public Education	4,409	461	3,835	174	345	58	229	229
Q86	Human Health Activities except Public Health Activities	1,121	147	858	20	134	20	129	107

* BLES code.

1.7. Occupational Wages Survey (OWS) Questionnaire

The 2014 OWS questionnaire contains the following sections.

1.7.1. Cover Page (Page 1)

This contains the address box, contact particulars for assistance, spaces for changes in the name and location of sample establishment and head office information in case the questionnaire is endorsed to it and status codes of the establishment to be accomplished by PSA and its field personnel.

1.7.2. Survey Information (Page 2)

This contains the survey objective, scope of the survey, uses of the data, confidentiality clause, collection authority, coverage, periodicity and reference period, reference to concepts and definition of terms, due date for accomplishment and expected date when the results of the 2014 OWS would be available.

1.7.3. Part A: General Information (Page 3)

This portion inquires on:

- main economic activity
- major products/goods or services
- total employment with breakdown on:
 - time-rate on full-time basis
 - time-rate on part-time basis
 - output rate workers
 - workers purely on commission (with employer control and supervision)
 - working owners (without regular pay) and unpaid workers

1.7.4. Part B: Employment and Wage Rates of Time-Rate Workers on Full-Time Basis (Pages 4-5)

This section requires data on the number of time-rate workers on full-time basis by time unit and by basic pay and allowance intervals.

1.7.5. Part C: Employment and Wage Rates of Time-Rate Workers on Full-Time Basis in Selected Occupations (Pages 6-9)

This part inquires on the basic pay and allowance per time unit and corresponding number of workers in the two benchmark occupations and in the **pre-determined occupations** listed in the occupational sheet to be provided to the establishment.

1.7.6. Part D: Certification (Page 10)

This portion is provided for the respondent's name/signature, position, telephone no., fax no. and e-mail address and time spent in answering the questionnaire.

Appropriate spaces are also provided to elicit comments/information on:

- data provided for the 2014 OWS
- results of the 2012 OWS
- presentation/packaging, particularly on the definition of terms, layout, font and color

1.7.7. Part E: Survey Personnel (Page 10)

In this portion, the Enumerator writes his/her name and the date when the questionnaire was retrieved or found to be a spoilage (see 3.5.6 of Chapter 3 pages 3-4 to 3-5). The Provincial Supervisor only writes his/her name and date if the questionnaire is acceptable for processing or confirmed spoilage.

1.7.8. Part F: Industries With Selected Occupations (Page 11)

The list of industries for occupational wage monitoring has been provided to guide the enumerators in ensuring that the correct occupational sheet has been furnished to the respondent.

1.7.9. Selected Statistics from 2012 Occupational Wages Survey (Page 12)

The results of the 2012 OWS are for information of the establishment. More of the results can be obtained from the PSA-Intramuros Website at <http://www.bles.dole.gov.ph>.

1.7.10. Revision in the Questionnaire

Relative to the 2012 OWS questionnaire, minor revision was made as follows:

Part	Item	Details	Reason
Part A: General Information	Breakdown of Total Employment Workers Purely on Commission (with employer control and supervision)	Added	For comparability of employment composition in Integrated Survey on Labor and Employment (ISLE) Part II

1.8. Statistics to be Generated

From the survey, the PSA will generate statistics on:

- occupational wage rates (average of current rates) and employment of time-rate workers on full-time basis in selected industries and selected occupations
- median basic pay and allowances of time-rate workers on full-time basis by industry/region
- distribution of time-rate workers on full-time basis by basic pay and allowance intervals by industry/region

1.9. Periodicity and Reference Period

The OWS is conducted every two years. The reference period of this survey round is the pay period that includes July 31, 2014.

1.10. Editing Guidelines

Completeness, consistency and authenticity of survey data are requisites to ensure processing of correct information. With this in mind, these editing guidelines have been prepared to help Enumerators and Supervisors/Reviewers detect and correct errors in the accomplished questionnaires.

1.10.1 General Instructions

- a. Use **red** ballpoint in the field editing of questionnaire (Enumerator/Supervisor).
- b. The Enumerator should **verify** with the establishment any reported data in the questionnaire that does not pass the verification checklist.
- c. Entries by the respondent that need to be revised should not be erased or obliterated. The original entry should be **lined out** neatly. The correct/new entry should be legibly written close to the lined out entry.
- d. If during the questionnaire review by the Supervisor/Reviewer, **inconsistent** entries are still noted, these should be encircled and the questionnaire should be returned to the concerned Enumerator.
- e. Where there are no numeric values to report, entry should be "0".
- f. Where details are provided, these should **add up** to respective total.
- g. Where the item of inquiry is not applicable, entry should be "NAP".
- h. Any attachments by the establishment should be stapled on page 7 of the questionnaire. The corresponding **EIN** (see section 3.5.2 of Chapter 3) should be written on the upper right corner of each page of the attachment.
- i. If there are any **changes in the name (trade/patented) and address** of the sample establishment, the Enumerator should fill out the space/s provided for the purpose. **He/She should not write on the address label.** If the questionnaire is to be accomplished by the **head office**, the Enumerator should likewise fill out the allocated spaces as specified.

If the business name or that as registered with DTI, SEC or local government is given by the respondent, it should **not** be considered as a change in name. Example, if the name of establishment in the pre-addressed label is 'McDonalds', there is no change in name if the registered name is say, 'McGeorge Food Industries'. *(Note: Survey Trainer should make this distinction clear to avoid changing of names from trade name to business name when it refers to the same establishment.)*

- j. At the bottom of the page are codes (see section 3.5.6 of Chapter 3 pages 3-4 to 3-5) that will reflect the status of the questionnaire. The Enumerator should accomplish only the portions applicable to them.

1.10.2. Specific Instructions

1.10.2.1 Validation of Economic Activity

Upon acceptance of the questionnaire by the contact person/respondent, the enumerator should ask for the complete description of the nature of business of the establishment. This should be done to ensure that the right occupational sheet has been inserted in the questionnaire.

In case the establishment has several activities, e.g., manufacturing and trading, that activity from which it derives the most income/revenues should be the basis of the industry classification.

To illustrate: *If the establishment is engaged in fruit juice manufacturing, then its questionnaire must have an occupational sheet with the caption “Manufacture of Food Products and Beverages (C10/C11)”.*

In case the establishment is not engaged in food or beverage manufacturing, the enumerator should check the list of industries given on pp. 6-9 of this Manual or Part F of the OWS questionnaire to see if the establishment should be given a different occupational sheet.

If the business of the establishment falls in any of the other listed industries, the enumerator should pull out the original occupational sheet and replace it with the correct one. On the other hand, if the establishment business does not fall in the listed industries, the original sheet should be pulled out.

Note: *Always bring extra copies of the occupational sheets.*

1. Main economic activity	Entry should clearly describe the main economic activity or business of the establishment based on which contributes the biggest share of income/revenues .
Major products/goods or services	<p>Entry should refer to the specific products/goods produced or services provided. In case the establishment has several products/goods or services, the entries should be written in order of importance.</p> <p>It is essential that the respondent accomplish these items, as the entries will determine if the correct occupational sheet has been furnished to the establishment. As mentioned earlier, the occupational sheet varies for each establishment depending on its industry classification. Refer to pp. 6-9 of this manual or Part F of the questionnaire which contains the list of industries for which pre-determined occupations are being monitored.</p>
2. Time-Rate on Full-Time Basis	Entry should be equal to reported Total (sum of cols. 2, 4 and 6) in Part B.1 - Basic Pay (page 4).
Time-Rate on Part-Time Basis	Accept with or without entry depending on the nature of business.
Output Rate Workers	Accept with or without entry depending on the nature of business.
Workers Purely on Commission (with employer control and supervision)	Accept with or without entry depending on the nature of business.
Working Owners (without regular pay) and Unpaid Workers	Accept with or without entry depending on the nature of business.
Total	Entry should be the sum of entries in time-rate on full-time basis; time-rate on part-time basis; output rate workers; workers purely on commission (with employer control and supervision); and working owners (without regular pay) and unpaid workers. Otherwise, verify with establishment.

Example:

110	+	3	+	20	+	10	+	2	=	145
Time-Rate on Full-Time Basis		Time-Rate on Part-Time Basis		Output Rate Workers		Workers Purely on Commission (with employer control and supervision)		Working Owners (without regular pay) and Unpaid Workers		TOTAL

1. Basic Pay		
Cols. 2, 4 and 6	Full-time Workers (Both Sexes)	Entries should correspond to the applicable basic pay intervals in the questionnaire. An establishment would not necessarily have entries in all time unit of work, i.e., hourly, daily or monthly.
	Sub-totals	These should be the corresponding sum of entries in cols. 2, 4 or 6.
	Total	Entry should be the sum of the sub-totals of cols. 2, 4 and 6. This should be equal to time-rate workers on full-time basis reported in Item 2 of Part A. Otherwise, verify with establishment.

Example:

1. Basic Pay

Hourly Rate		Daily Rate		Monthly Rate	
Basic Pay (₹)	Full - time Workers (Both Sexes)	Basic Pay (₹)	Full - time Workers (Both Sexes)	Basic Pay (₹)	Full - time Workers (Both Sexes)
(1)	(2)	(3)	(4)	(5)	(6)
Below 14.38		Below 115.00		Below 3,000	
14.38 - 19.16		115.00 - 153.33		3,000 - 3,999	
19.17 - 23.95		153.34 - 191.67		4,000 - 4,999	
23.96 - 28.75		191.68 - 230.01		5,000 - 5,999	
28.76 - 33.54	10	230.02 - 268.35	15	6,000 - 6,999	
33.55 - 38.33		268.36 - 306.69	40	7,000 - 7,999	
38.34 - 43.12		306.70 - 345.02		8,000 - 8,999	
43.13 - 47.92		345.03 - 383.36		9,000 - 9,999	
47.93 - 52.71		383.37 - 421.70		10,000 - 10,999	20
52.72 - 57.50		421.71 - 460.04		11,000 - 11,999	
57.51 - 62.29		460.05 - 498.38		12,000 - 12,999	15
62.30 - 67.08		498.39 - 536.72		13,000 - 13,999	
67.09 - 71.87		536.73 - 575.06		14,000 - 14,999	
71.88 - 76.66		575.07 - 613.40		15,000 - 15,999	
76.67 - 81.45		613.41 - 651.74		16,000 - 16,999	
81.46 - 86.24		651.75 - 690.08		17,000 - 17,999	
86.25 - 91.03		690.09 - 728.42		18,000 - 18,999	10
91.04 - 95.82		728.43 - 766.76		19,000 - 19,999	
95.83 -100.61		766.77 - 805.10		20,000 - 20,999	
100.62 - 105.40		805.11 - 843.44		21,000 - 21,999	
105.41 - 110.19		843.45 - 881.78		22,000 - 22,999	
110.20 - 114.98		881.79 - 920.12		23,000 - 23,999	
114.99 - 119.77		920.13 - 958.46		24,000 - 24,999	
119.78 and over		958.47 and over		25,000 and over	
Sub-total	10	Sub-total	55	Sub-total	45

TOTAL (sum of cols. 2, 4 and 6)

110

A common error of establishments in filling out this portion of the questionnaire is repetitive entries in cols. 2, 4 and 6 as in the following example:

Verify with the respondent if the entries in cols. 2, 4 and 6 refer to the same time-rate workers. If this is so, request for the correct time unit then line out neatly the repetitive entries and adjust Total. This adjusted Total should be equal to time-rate workers on full-time basis reported in Item 2 of Part A. Otherwise, verify with establishment.

Edited Entries

1. Basic Pay

Hourly Rate		Daily Rate		Monthly Rate	
Basic Pay (P)	Full - time Workers (Both Sexes)	Basic Pay (P)	Full - time Workers (Both Sexes)	Basic Pay (P)	Full - time Workers (Both Sexes)
(1)	(2)	(3)	(4)	(5)	(6)
Below 14.38		Below 115.00		Below 3,000	
14.38 - 19.16		115.00 - 153.33		3,000 - 3,999	
19.17 - 23.95		153.34 - 191.67		4,000 - 4,999	
23.96 - 28.75		191.68 - 230.01		5,000 - 5,999	
28.76 - 33.54		230.02 - 268.35		6,000 - 6,999	
33.55 - 38.33		268.36 - 306.69		7,000 - 7,999	
38.34 - 43.12		306.70 - 345.02		8,000 - 8,999	
43.13 - 47.92		345.03 - 383.36		9,000 - 9,999	
47.93 - 52.71		383.37 - 421.70		10,000 - 10,999	
52.72 - 57.50	36	421.71 - 460.04	36	11,000 - 11,999	36
57.51 - 62.29	15	460.05 - 498.38	15	12,000 - 12,999	15
62.30 - 67.08	12	498.39 - 536.72	12	13,000 - 13,999	12
67.09 - 71.87		536.73 - 575.06		14,000 - 14,999	
71.88 - 76.66	7	575.07 - 613.40	7	15,000 - 15,999	7
76.67 - 81.45		613.41 - 651.74		16,000 - 16,999	
81.46 - 86.24		651.75 - 690.08		17,000 - 17,999	
86.25 - 91.03		690.09 - 728.42		18,000 - 18,999	
91.04 - 95.82		728.43 - 766.76		19,000 - 19,999	
95.83 -100.61		766.77 - 805.10		20,000 - 20,999	
100.62 - 105.40		805.11 - 843.44		21,000 - 21,999	
105.41 - 110.19		843.45 - 881.78		22,000 - 22,999	
110.20 - 114.98		881.79 - 920.12		23,000 - 23,999	
114.99 - 119.77		920.13 - 958.46		24,000 - 24,999	
119.78 and over		958.47 and over		25,000 and over	
Sub-total	70	Sub-total	70	Sub-total	70

TOTAL (sum of cols. 2, 4 and 6)

-210 70

2. Allowances		
Cols. 8, 10 and 12	Full-time Workers (Both Sexes)	If there are entries, these should correspond to the applicable allowance intervals in the questionnaire. An establishment would not necessarily have entries in all time unit of work, i.e. hourly, daily or monthly.
	Sub-totals	These should be the corresponding sum of entries in cols. 8, 10 and 12.
	Total	Entry should be the sum of the sub-totals of cols. 8, 10 and 12. It should also be less than or equal to Total (sum of cols. 2, 4 and 6) of Part B.1 - Basic Pay. Otherwise, verify with establishment.

Example:

Of the **TOTAL** (sum of cols. 2, 4 and 6) reported on page 4, how many received allowances? Entry should equal sum of cols. 8, 10 and 12 below.

45

2. Allowances

Hourly Rate		Daily Rate		Monthly Rate	
Allowance (P)	Full - time Workers (Both Sexes)	Allowance (P)	Full - time Workers (Both Sexes)	Allowance (P)	Full - time Workers (Both Sexes)
(7)	(8)	(9)	(10)	(11)	(12)
Below 1.20		Below 9.58		Below 250	
1.20 - 2.39		9.58 - 19.15		250 - 499	
2.40 - 3.59		19.16 - 28.73		500 - 749	
3.60 - 4.78		28.74 - 38.31		750 - 999	
4.79 - 5.98		38.32 - 47.90	10	1,000 - 1,249	
5.99 - 7.18		47.91 - 57.48		1,250 - 1,499	
7.19 - 8.38		57.49 - 67.07		1,500 - 1,749	
8.39 - 9.58		67.08 - 76.65		1,750 - 1,999	
9.59 - 10.78		76.66 - 86.24		2,000 - 2,249	30
10.79 - 11.97		86.25 - 95.82		2,250 - 2,499	
11.98 - 13.17		95.83 - 105.41		2,500 - 2,749	
13.18 - 14.37		105.42 - 114.99		2,750 - 2,999	
14.38 - 15.57		115.00 - 124.57		3,000 - 3,249	
15.58 - 16.77		124.58 - 134.15		3,250 - 3,499	
16.78 - 17.97		134.16 - 143.73		3,500 - 3,749	
17.98 - 19.17		143.74 - 153.31		3,750 - 3,999	
19.18 - 20.37		153.32 - 162.89		4,000 - 4,249	
20.38 - 21.57		162.90 - 172.47		4,250 - 4,499	
21.58 - 22.77		172.48 - 182.05		4,500 - 4,749	5
22.78 - 23.97		182.06 - 191.63		4,750 - 4,999	
23.98 and over		191.64 and over		5,000 and over	
Sub-total		Sub-total	10	Sub-total	35

TOTAL (sum of cols. 8, 10 and 12)

45

Total of workers with allowances should not exceed the total of workers with basic pay.

A common error of establishments in filling out this portion of the questionnaire is repetitive entries similar to the example in Basic Pay.

Verify with the respondent if the entries in cols. 8, 10 and 12 refer to the same time-rate workers. If this is so, ask for the correct time unit then line out neatly the repetitive entries and adjust Total.

1.10.2.4. Part C: Employment and Wage Rates of Time-Rate Workers on Full-Time Basis in Selected Occupations (Pages 6-9)

To guide the respondent, the relevant **occupational sheet** has been enclosed in each questionnaire of the establishments engaged in the pre-determined industries. This sheet lists at most nine (9) occupations and corresponding to each is its 2002 Update PSOC code and a brief description of tasks/responsibilities.

To illustrate: If the PSIC code (as indicated in the address label) of a given establishment is C10711, the questionnaire assigned to it should have an occupational sheet with the caption "Manufacture of Food Products and Beverages (C10/C11)". The establishment should provide data on the basic pay, allowance and employment **only** for the occupations listed in this particular sheet in addition to the benchmark occupations mentioned in Section 1.4.1 of this Chapter.

The occupations enumerated in this list are:

- Production Supervisors and General Foremen
- Food Technologists
- Chemical Engineering Technicians
- Quality Inspectors
- Production Clerks
- Food Processing and Related Trades Workers
- Food and Related Products Machine Operators

The compilation of all occupational sheets is found on the last part of this chapter. The occupations are grouped according to industrial classification for easy reference. This should be referred to during field operations and editing to ensure that the reported data refers to the covered occupations in the establishment. Further, it is for this reason that the enumerator should **validate the economic activity/confirm the industry** of the establishment during questionnaire delivery to ensure that the appropriate occupational sheet is given or if the establishment should not be provided one.

An establishment whether given an occupational sheet or not should provide the required data for the two benchmark occupations, if existing in the establishment.

Occupation		<p>The respondent should write the occupation title (as found in the occupational sheet) for which he/she is providing data.</p> <p>This space is reserved for PSA use.</p>
PSOC 2002 Update		
1. Current Wage Rates		
<i>1a. Basic Pay</i>		
Col. 1	Time Unit (H-Hour; D-Day; M-Month)	Entry for each line could either be H (hour), D (day) or M (month). If there is an entry, there should be corresponding entries in cols. 2 and 3.
Col. 2	Basic Pay per Worker	Entry should refer to the actual basic pay corresponding to the reported time unit in col. 1. It should not be given in ranges nor the total/aggregate basic pay of all workers reported in the occupation. If there is an entry, there should be corresponding entries in cols. 1 and 3.
Col. 3	Full-Time Workers (Both Sexes)	<p>In case range is provided because it would be tedious for the respondent to report the details (basic pay per worker varies by centavos only), ask the respondent to report instead the basic pay that is applicable to the majority of the workers in the occupation.</p> <p>Entry should refer to the number of full-time workers receiving the corresponding basic pay per reported time unit in col. 1. If there is an entry, there should be corresponding entries in cols. 1 and 2.</p>
	Total (Sum of col. 3)	Entries in col. 3 should add up to the reported total.

1b. Allowances		
Col. 4	Time Unit (H-Hour; D-Day; M-Month)	Entry for each line could either be H (hour), D (day) or M (month). If there is an entry, there should be corresponding entries in cols. 5 and 6.
Col. 5	Allowances per Worker	Entry should refer to the actual allowances corresponding to the reported time unit in col. 4. It should not be given in ranges nor total/aggregate allowances of all workers in the occupation. If there is an entry, there should be corresponding entries in cols. 4 and 6. In case range is provided because it would be tedious for the respondents to report the details (allowance per worker varies by centavos only), ask the respondent to report instead the allowance that is applicable to the majority of the workers in the occupation.
Col. 6	Full-Time Workers (Both Sexes) Total (Sum of col. 6)	Entry should refer to the number of full-time workers receiving the corresponding allowance per reported time unit in col. 4. If there is an entry, there should be corresponding entries in cols. 4 and 5. Entries in col. 6 should add up to the reported total. It should be less than or equal to reported total in col. 3.
2. Time-Rate Workers on Full-time Basis		Entry should be the number of total full-time workers in the occupation referred to broken down by men and women. Total should be equal to total of entries in col. 3.

Following are some errors commonly committed by the establishments in accomplishing Part C of the questionnaire.

1. Time unit is not consistent with the basic pay or allowances

Verify with respondent. It could be a typographical error. No one is paid this much on a daily basis.

Time Unit	Basic Pay Per Worker	Full-Time Workers (Both Sexes)
D	3,000.00	1

2. Extremely high values for basic pay (or allowances) for a given occupation like production clerk

Verify with the respondent if the given basic pay (or allowance) refers to one (1) worker or if it is the sum of the basic pay (or allowances) of the four (4) workers. If this is so, ask for the basic pay (or allowances) of each full-time worker.

Time Unit	Basic Pay Per Worker	Full-Time Workers (Both Sexes)
M	100,000	4

3. Basic pay (or allowance) ranges were provided instead of actual basic pay or allowance per worker

Persuade the respondent to provide the actual basic pay (or allowance) per worker. It would be difficult to compute the average wage rate of the occupation if ranges are given.

However, if it would be tedious for the respondent to report details, record the basic pay (or allowances) that is applicable to majority of workers in the occupation.
4. The word “minimum” is reported in Basic Pay-col. 2

Request the respondent for the actual basic pay. It would be difficult to compute the average wage rate if the response is not numerical.
5. In the case of teachers where “per load” is reported under time unit

Request the respondent to convert the load to a time unit, e.g., hourly and report the corresponding basic pay.
6. Non-cash allowances such as free meals, free board and lodging, rice subsidy, service charges are reported in Allowances-col. 5

Line out neatly the entire row. Allowances as required by the survey refer to guaranteed and regular **cash** payments.

To facilitate coordination in cases when some entries have to be verified with the establishment, the Enumerator should see to it that the required information on the respondent are fully provided. The respondent's signature in particular is important, as this means that the information provided by the establishment is official/approved for submission to PSA. (see section 3.8a of Chapter 3).

Information on time spent in answering the questionnaire as well as on their comments on the presentation and packaging of the questionnaire will provide inputs in questionnaire re-design for subsequent survey rounds.

Comments on data provided for the 2014 OWS can facilitate processing of survey data while those on the results of previous survey would indicate the usefulness of the data generated by the OWS.

Example:

Name/Signature of Contact Person in the Establishment:		Juan dela Cruz
Position: Human Resource Manager		Fax No.: 831-5645
Tel. No.: 831-5624		E-mail address: jdc@stc.com
Time spent in answering this questionnaire: <input type="checkbox"/> Less than a day <input type="checkbox"/> 1 - 2 days <input checked="" type="checkbox"/> More than 2 days, (Please specify): <u>4 days</u>		
Comments:		
A. On data provided for the 2014 Occupational Wages Survey (OWS) Not all workers given allowance.		
B. On the results of the 2012 Occupational Wages Survey (OWS) Useful in wage-setting		
C. On Presentation/Packaging:		Suggestions for improvement:
Definition of terms	<input checked="" type="checkbox"/> Easy to understand <input type="checkbox"/> Vague	
Layout	<input checked="" type="checkbox"/> User-friendly <input type="checkbox"/> Not user-friendly	
Font, color	<input checked="" type="checkbox"/> Appealing <input type="checkbox"/> Not appealing	

In this portion, the persons involved in the field operations should write their names and the dates, the questionnaire was retrieved (Enumerator) and reviewed (Provincial Supervisor).

The dates are particularly important, as these would indicate the time it takes to retrieve or review the questionnaire---a measure of survey efficiency.

Example:

Outside National Capital Region				
	Enumerator	Area Supervisor	Regional Supervisor	Reviewer (Central Office)
Name				
Date				

1.11. OWS Form 1 - Verification Checklist (See Chapter 5)

The Provincial Supervisor/Reviewer should review accomplished questionnaires using the OWS Form 1 (OWS Verification Checklist) as reference and return questionnaires for verification to concerned Enumerator.

The Provincial Supervisor/Reviewer then encircles RET2 in status code portion of the questionnaire. He/She signs and writes the verification date on the appropriate spaces in the certification portion of the questionnaire. Provincial Supervisor and Enumerator record RET2 and date verified (date of RET2) in their respective control lists. The verified questionnaires should be returned to PSA-Intramuros.

If during the review of PSA-Intramuros Reviewer, inconsistent entries are noted, these should be encircled and the questionnaire should be returned to the concerned Provincial Supervisors for verification together with the accomplished applicable OWS Form 1 (OWS Verification Checklist).

INDUSTRIES WITH SELECTED OCCUPATIONS

Benchmark Occupations.....	i
Crop and Animal Production, Hunting and Related Service Activities; Forestry and Logging (A01/A02).....	ii
Fishing and Aquaculture (A03).....	iii
Mining of Coal and Lignite; Extraction of Crude Petroleum and Natural Gas; and Other Mining and Quarrying (B05/B06/B08).....	iv
Mining of Metal Ores (B07).....	v
Manufacture of Food Products and Beverages (C10/C11).....	vi
Manufacture of Textiles (C13).....	vii
Manufacture of Wearing Apparel (C14).....	viii
Manufacture of Leather and Related Products (C15).....	ix
Manufacture of Products of Wood, Cork, Straw and Plaiting Materials (C162).....	x
Manufacture of Paper and Paper Products (C17).....	xi
Printing and Reproduction of Recorded Media (C18).....	xii
Manufacture of Coke and Refined Petroleum Products (C19).....	xiii
Manufacture of Chemicals and Chemical Products (C20).....	xiv
Manufacture of Basic Pharmaceutical Products and Pharmaceutical Preparation (C21).....	xv
Manufacture of Rubber Products (C221).....	xvi
Manufacture of Plastic Products (C222).....	xvii
Manufacture of Other Non-Metallic Mineral Products (C23).....	xviii
Manufacture of Basic Metals (C24).....	xix
Manufacture of Fabricated Metal Products except Machinery and Equipment (C25).....	xx
Manufacture of Computer, Electronic and Optical Products (C26).....	xxi
Manufacture of Electrical Equipment (C27).....	xxii
Manufacture of Machinery and Equipment, n.e.c. (C28)	xxiii
Manufacture of Motor Vehicles, Trailers and Semi-Trailers (C29).....	xxiv
Building of Ships and Boats (C301).....	xxv
Manufacture of Furniture (C31).....	xxvi
Electricity, Gas, Steam and Air Conditioning Supply (D35)	xxvii
Water Collection, Treatment and Supply (E36).....	xxviii
Construction (F41/F42/F43).....	xxix
Wholesale and Retail Trade and Repair of Motor Vehicles and Motorcycles (G45).....	xxx
Wholesale Trade except of Motor Vehicles and Motorcycles (G46).....	xxxi
Retail Trade except of Motor Vehicles and Motorcycles (G47).....	xxxii
Land Transport and Transport via Pipelines except Transport via Buses (H49 excl. H492).....	xxxiii
Transport via Buses (H492)	xxxiv
Water Transport (H50).....	xxxv
Air Transport (H51).....	xxxvi
Warehousing and Support Activities for Transportation (H52).....	xxxvii
Accommodation and Food Service Activities (I55/I56)	xxxviii
Publishing Activities (J58)	xxxix
Animated Films and Cartoons Production (J590*)	xl
Telecommunications (J61)	xli
Computer Programming, Consultancy and Related Activities; Information Service Activities (J62/J63).....	xlii
Financial Service Activities except Insurance, Pension Funding and Central Banking (K64 excl. K6411).....	xliii
Insurance, Reinsurance and Pension Funding except Compulsory Social Security (K65).....	xliv
Accounting, Bookkeeping and Auditing Activities; Tax Consultancy (M692)	xliv
Architectural and Engineering Activities and Related Technical Consultancy (M711).....	xlvi
Travel Agency, Tour Operation, Reservation Service and Related Activities (N79).....	xlvi
Call Center Activities (Voice) (N8221)	xlvi
Medical Transcription Activities (N82226)	xlvi
Education except Public Education (P85).....	l
Human Health Activities except Public Health Activities (Q86).....	li

* **BLES code.**