

## OWS FORM 1 (VERIFICATION FORM)

**To Our Valued Respondents:** Thank you for accomplishing the 2008 OWS questionnaire. We, however, have some queries regarding the encircled entry/s in the attached questionnaire which need verification/clarification from you. To guide you, we are providing you this form which contains our observation/s for each of the encircled item/s. Should there be a need to revise said entry/s, kindly do so and affix your initial beside the new entry/s in the questionnaire.

<b>EIN:</b> _____	<b>NAME OF ESTABLISHMENT:</b> _____
<b>GEO:</b> _____	<b>FLOOR/BLDG.:</b> _____
<b>PSIC:</b> _____	<b>NO./STREET/SUBDIVISION:</b> _____
<b>ATE:</b> _____	<b>BARANGAY/CITY/MUNICIPALITY:</b> _____
	<b>ZIP CODE/PROVINCE:</b> _____

### Part A: General Information

<b>1. MAIN ECONOMIC ACTIVITY/MAJOR PRODUCTS/ GOODS OR SERVICES</b>	
<input type="checkbox"/> No entry/inadequate description of main economic activity	<input type="checkbox"/> No entry for major products/ goods or services
<b>2. EMPLOYMENT</b>	
<input type="checkbox"/> No entries	<input type="checkbox"/> Details do not add up to Total

### Part B: Employment and Wage Rates of Time-Rate Workers On Full-Time Basis

<b>1. BASIC PAY</b>	<input type="checkbox"/> No entries	<input type="checkbox"/> Repetitive entries
	<input type="checkbox"/> Details do not add up to respective sub-totals in: <input type="checkbox"/> Col. 2 <input type="checkbox"/> Col. 4 <input type="checkbox"/> Col. 6	
	<input type="checkbox"/> Sub-totals do not add up to Total ( <i>sum of cols. 2, 4 and 6</i> )	
	<input type="checkbox"/> Total ( <i>sum of cols. 2, 4 and 6</i> ) is greater than total employment in Part A.2	
<b>2. ALLOWANCES</b>	<input type="checkbox"/> No entries	<input type="checkbox"/> Repetitive entries
	<input type="checkbox"/> Details do not add up to respective sub-totals in: <input type="checkbox"/> Col. 8 <input type="checkbox"/> Col. 10 <input type="checkbox"/> Col. 12	
	<input type="checkbox"/> Sub-totals do not add up to Total ( <i>sum of cols. 8, 10 and 12</i> )	
	<input type="checkbox"/> Total ( <i>sum of cols. 8, 10 and 12</i> ) is greater than Total reported in Part B.1	

### Part C: Employment and Wage Rates of Time-Rate Workers on Full-Time Basis in Selected Occupations

<b>1. FOR ESTABLISHMENTS IN PRE-SELECTED INDUSTRIES</b>	<input type="checkbox"/> No data provided ( <i>occupational sheet given is appropriate</i> )
	<input type="checkbox"/> Change in industry classification discovered during review ( <i>provide appropriate occupational sheet</i> )
<b>2. OCCUPATION</b>	<input type="checkbox"/> No occupation titles
	<input type="checkbox"/> Occupations reported not consistent with those in occupational sheet
	<input type="checkbox"/> Consolidated data provided/not classified by occupation
<b>3. HIRING/ENTRY RATE</b>	<input type="checkbox"/> No entry in Basic Pay
	<input type="checkbox"/> Time unit and monetary value are not consistent
	<input type="checkbox"/> Basic Pay
	<input type="checkbox"/> Allowances
	<input type="checkbox"/> No check mark in Item b
	<input type="checkbox"/> With check mark in "With allowances" but no entry in "Allowances"
<b>4. CURRENT WAGE RATES</b>	<input type="checkbox"/> No entry/s in Col./s _____
	<input type="checkbox"/> Time unit and monetary value are not consistent
	<input type="checkbox"/> Cols. 1 and 2 (Basic Pay)
	<input type="checkbox"/> Cols. 4 and 5 (Allowances)
	<input type="checkbox"/> Details in col. 3 do not add up to its reported total
	<input type="checkbox"/> Details in col. 6 do not add up to its reported total

<b>5. TIME-RATE WORKERS ON FULL-TIME BASIS (MEN + WOMEN = TOTAL)</b>		
<input type="checkbox"/> No entries	<input type="checkbox"/> No breakdown	<input type="checkbox"/> Breakdown does not add up to total

<b>Received by Supervisor:</b>	<b>Verification Accepted by Reviewer:</b>
Signature: _____	Signature: _____
Date: _____	Date: _____

