



This survey is a joint project of the BLES and the NSO.

# OCCUPATIONAL WAGES SURVEY

October 31, 1997

NSCB Approval No.  
BLES - 9713 - 01

In correspondence please quote this reference number

### STATUS CODE

For office use

RET RFV RET

REF STR TCL

PCL CBL DUP

OTH \_\_\_\_\_

Please write any corrections in the name & location.

Name: \_\_\_\_\_

Location: \_\_\_\_\_

\_\_\_\_\_

### Purpose of Survey

Your establishment has been selected to participate in the **Occupational Wages Survey (OWS)**. The main objective of this survey is to generate statistics for wage determination in collective bargaining negotiations and wage and salary administration. These data will lend insights on wage differences across occupations, industries and geographic areas.

### Coverage

This report should include data **only** for the establishment in the address box.

### Reference period

The reference date of this survey is **October 31, 1997**.

### Collection Authority

The information asked for is collected under **Executive Order 126** creating the Bureau of Labor and Employment Statistics (BLES). The conduct of OWS is further authorized under **Executive Order 352** designating statistical activities that will generate critical data for decision making of the government and the private sector. Your cooperation is sought in completing and returning this form by the due date.

### Authorized Field Personnel

The BLES has entered into a memorandum of agreement with the National Statistics Office (NSO) to undertake the field operations of this survey. Only the **NSO field staff** are authorized to deliver and to collect the accomplished questionnaire from your establishment.

### Confidentiality

All information from your establishment shall be integrated with others and shall be published in summaries or statistical tables. Your completed form remains **confidential** to the BLES and to the NSO. Sec. 4 of Commonwealth Act 591 provides that the data furnished to the Bureau of the Census and Statistics (**now NSO**) "shall not be used as evidence in any court or in any public office either as evidence for or against the individual, corporation, association, partnership, institution or business enterprise from whom such data emanates".

### Due Date

Please complete this form and return it on the **date agreed upon** by your establishment and the authorized NSO personnel.

### Latest Results Available

Final results of our 1995 OWS are available at the back page. Further details may be made available upon request.

### Assistance Available

If you have problems completing this form or feel you may have difficulties meeting the due date, please contact:

- Name
- Phone No.
- Fax No.
- Mail
- E-mail

## PART A: GENERAL INFORMATION

Reference Date: October 31, 1997

1. What was the main economic activity of your establishment? Please specify your major product, goods or services.

**Main Economic Activity**

**Major Product/s Goods or Services**

**Main economic activity** - refers to the activity that contributes the biggest or major portion of the gross income or revenues of this establishment.

**Establishment** - an economic unit engaged in one or predominantly one kind of economic activity under a single ownership or control at a single fixed location, e.g. farm, mine, factory, store, bank, restaurant.

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.

2. How many did your establishment employ?

 = +

**Total**

**Time-rated**

**Output-Rated**

**Include**

- working owners
- salaried directors, managers and executives
- regular, casual, project and seasonal employees including part-time workers
- apprentices and learners
- persons on paid vacation, sick, maternity or other leaves
- persons working away from this establishment but paid by and under the control of this establishment
- workers on strike
- persons working without regular pay for at least 1/3 of the working time normal to this establishment

**Exclude**

- silent or inactive partners
- members of the board of directors paid solely for attendance at meetings
- workers on indefinite leave
- temporarily laid off workers for six (6) months or more
- persons receiving commissions only and without employer control
- consultants
- persons on retainer basis
- homeworkers without employer control

**Time-rated** - refer to those workers whose pay is based on a time unit of work such as an hour, a day or a month.

**Output-rated** - refer to those workers whose pay is in relation to their output, i.e. piece, task or "pakyao".

3. Was there a union in your establishment?

**Yes**

**No**

If No, Proceed to Part B.

(Please check appropriate box.)

**Union** - refers to any registered group or association of employees which exists in whole or in part for the purpose of collective bargaining or dealing with the employer concerning terms and conditions of employment.

4. Was there a collective bargaining agreement in your establishment?

**Yes**

**No**

(Please check appropriate box.)

**Collective bargaining agreement** - the negotiated contract between a legitimate labor organization and the employer concerning wages, hours of work and all other terms and conditions of employment in a bargaining unit, including mandatory provisions for grievance and arbitration machineries.

# PART B : EMPLOYMENT AND WAGE RATES OF TIME-RATED WORKERS

Reference Date: October 31, 1997

**1. Basic Pay:** Please provide the **number of time-rated workers on full-time basis** in your establishment for each time unit and basic pay range regardless of sex, job held or position occupied.

| Hourly Rate          |                            | Daily Rate           |                            | Monthly Pay          |                            |
|----------------------|----------------------------|----------------------|----------------------------|----------------------|----------------------------|
| Basic Pay (P)<br>(1) | Full - time Workers<br>(2) | Basic Pay (P)<br>(3) | Full - time Workers<br>(4) | Basic Pay (P)<br>(5) | Full - time Workers<br>(6) |
| Below 9.59           |                            | Below 76.66          |                            | Below 2,000          |                            |
| 9.59 - 14.37         |                            | 76.66 - 114.99       |                            | 2,000 - 2,999        |                            |
| 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        |                            | 421.71 - 460.04      |                            | 11,000 - 11,999      |                            |
| 57.51 and over       |                            | 460.05 and over      |                            | 12,000 and over      |                            |
| <b>Sub-total</b>     |                            | <b>Sub-total</b>     |                            | <b>Sub-total</b>     |                            |

**Total** (Sum of cols. 2, 4 and 6)

Entry should be equal or less than time-rated

Of the **Total** (Sum of cols. 2, 4 and 6) reported above, how many received allowances?

Entry should equal sum of cols. 8, 10 and 12.

**2. Allowances:** Please provide the **number of time-rated workers on full-time basis** in your establishment for each time unit and allowance range regardless of sex, job held or position occupied.

| Hourly               |                            | Daily                |                             | Monthly               |                             |
|----------------------|----------------------------|----------------------|-----------------------------|-----------------------|-----------------------------|
| Allowance (P)<br>(7) | Full - time Workers<br>(8) | Allowance (P)<br>(9) | Full - time Workers<br>(10) | Allowance (P)<br>(11) | Full - time Workers<br>(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        |                             | 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 and over        |                            | 76.66 and over       |                             | 2,000 and over        |                             |
| <b>Sub-total</b>     |                            | <b>Sub-total</b>     |                             | <b>Sub-total</b>      |                             |

**Total** (Sum of cols. 8, 10 and 12)

Note: Hourly and daily rates are the corresponding equivalent of the monthly pay or allowances. For standardization purposes, they were computed on the basis of 313 working days a year and 8.

**Time unit** - refers to the basis of computing or determining or fixing the basic pay or allowance, i.e. hour, day or month. This is different from frequency of payment such as twice a month.

**Full-time workers** - refer to those who work at jobs with hours of work equal to or more than those considered as normal to the establishment.

**Wage rate** - refers to the sum of basic pay and allowances.

**Basic Pay**

**Include**

- Pay for normal time before deductions for employee's social security payments, state insurance fund, MEDICARE, PAG-IBIG, withholding taxes, etc

**Exclude**

- Overtime and other premium pay
- Commissions and tips
- Bonuses and gratuities
- Payments in kind
- Allowances

**Allowances**

**Include**

- Cost of living allowances (COLA)
- Other guaranteed and regularly paid allowances

**Exclude**

- Reimbursements for travel, entertainment, meal, etc. incurred in conducting the business of the employer
- Cost of uniform/working clothes
- Bonuses and gratuities
- Family allowances
- Payments in kind



Occupation:

Do not fill  
1992 PSOC

Time rated workers on full time basis  =  +   
Both Sexes Male Female

| BASIC PAY        |                         |                                      |   |
|------------------|-------------------------|--------------------------------------|---|
| Time Unit<br>(1) | Basic Pay<br>(₱)<br>(2) | Do not fill<br>(For BLES use)<br>(3) | Full-time<br>Workers<br>(Both Sexes)<br>(4) |
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| ALLOWANCES       |                          |                                      |   |
|------------------|--------------------------|--------------------------------------|---|
| Time Unit<br>(5) | Allowances<br>(₱)<br>(6) | Do not fill<br>(For BLES use)<br>(7) | Full-time<br>Workers<br>(Both Sexes)<br>(8) |
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Occupation:

Do not fill  
1992 PSOC

Time rated workers on full time basis  =  +   
Both Sexes Male Female

| BASIC PAY        |                         |                                      |   |
|------------------|-------------------------|--------------------------------------|---|
| Time Unit<br>(1) | Basic Pay<br>(₱)<br>(2) | Do not fill<br>(For BLES use)<br>(3) | Full-time<br>Workers<br>(Both Sexes)<br>(4) |
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| ALLOWANCES       |                          |                                      |   |
|------------------|--------------------------|--------------------------------------|---|
| Time Unit<br>(5) | Allowances<br>(₱)<br>(6) | Do not fill<br>(For BLES use)<br>(7) | Full-time<br>Workers<br>(Both Sexes)<br>(8) |
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