

I. ABOUT THE DATA

A. OBJECTIVE/S OF THE SURVEY

The 2009/2010 BLES Integrated Survey (BITS) aims to generate integrated data sets on: (1) employment of specific groups of workers, (2) occupational shortages and surpluses, (3) practices on balancing work and family responsibilities, (4) working time arrangements, (5) occupational safety and health practices, and (6) occupational injuries and diseases.

B. MAIN TOPICS COVERED BY THE SURVEY

Main topics covered by the survey are total employment by category of workers and specific groups of workers; outsourcing/contracted-out activities within and outside the premises of establishments; occupational shortages and surpluses; practices on balancing work and family responsibilities; working time arrangements; occupational safety and health practices; and extent of occupational injuries and diseases.

C. USES OF THE DATA

Inputs to studies on industry trends and practices and serve as basis in the formulation of policies and programs on employment, conditions of work and industrial relations.

D. REFERENCE PERIOD

The reference periods for the 2009/2010 BITS are as follows:

- General Information---June 30, 2010
- Employment---June 30, 2010
- Occupational Shortages and Surpluses---January 2009 to June 2010
- Balancing Work and Family Responsibilities and Working Time Arrangements---June 30, 2010
- Occupational Safety and Health ---June 30, 2010
- Occupational Injuries and Diseases---Calendar Year 2009

E. PERIODICITY (FREQUENCY)

Every 2 years

F. COVERAGE OF THE SURVEY

Geographical: The whole country.

Industrial: Non-agricultural industries except national postal activities, central banking, public administration and defense and compulsory social security, public education services, public medical, dental and other health services, activities of membership organizations, extra territorial organizations and bodies.

Establishments: Non-agricultural establishments employing 20 persons or more.

Persons: All employed persons.

G. CONCEPTS AND DEFINITIONS

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

Main Economic Activity - activity that contributes the biggest or major portion of the gross income or revenues of the establishment, e.g., metallic ore mining, food manufacturing, retail trade, education.

Major Products/Goods or Services - specific product/goods produced or service given by the establishment, e.g., gold, ice cream, electricity, residential buildings, automotive parts, fastfood, shipping, universal banking, security agencies, private tertiary education, private hospital or motion picture production.

Union - any registered group or association of employees that exists in whole or in part for the purpose of collective bargaining or dealing with employers concerning terms and conditions of employment. It also refers to a union whose registration is still in process as of reference date.

Collective Bargaining Agreement (CBA) - 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 machinery.

Global Production Network (GPN) - a production scheme where stages of manufacturing process are undertaken in different geographic locations/countries where they can be carried out most efficiently.

Partner Country/ies – refer/s to a/ country/ies other than the country of the parent company where majority of the products are supplied.

EMPLOYMENT

Employment - persons who worked or received pay from the establishment.

Include:

- *working owners with or without regular pay*
- *salaried directors, managers and executives*

- *regular and non-regular workers, e.g., probationary, casual, contractual/project-based, seasonal and paid apprentices/learners*
- *persons on paid vacation, sick, maternity, paternity, service incentive leave and other paid leaves*
- *persons working away from the establishment but paid by and under its control, e.g., bus drivers*
- *workers on strike/lockout*
- *unpaid workers without regular pay who work for at least 1/3 of the working time normal to the establishment including apprentices without compensation or student on-the-job trainees*

Exclude:

- *silent or inactive partners*
- *members of the board of directors paid solely for attendance at meetings*
- *consultants, persons on retainer basis, contract out/agency hired workers, homeworkers*
- *workers on indefinite leave, laid off workers for six (6) months or more*
- *persons purely on commission and without employer control*

Employees - categorized into:

- *Managers and Executives* - workers whose main responsibilities are to determine and formulate policies and plan, direct, control and coordinate the activities of enterprises and organizations, or their internal departments or sections. Working owners receiving regular pay are included;
- *Supervisors/Foremen* - workers whose main responsibilities are to plan, direct, organize and supervise the daily activities of workers in the section or unit concerned with the production of goods or the provision of services, subject to the general directive of managers; and
- *Rank and File Workers* - workers who do not fall within the managerial or supervisory classification of employees. These consist of:
 - i. Regular Workers* - workers hired to perform activities which are usually necessary or desirable in the usual business or trade of the employer and usually worked on permanent status; and
 - ii Non-Regular Workers* - consist of:
 - *Probationary Workers* - workers on trial period during which the employer determines their fitness to qualify for regular employment, based on reasonable standards made known to them at the time of engagement;

- **Casual Workers** - workers whose work is not usually necessary and desirable to the usual business or trade of the employer. Their employment is not for a specific undertaking or seasonal in nature;
- **Contractual/Project-based Workers** - workers whose employment has been fixed for a specific project or undertaking, the completion or termination of which has been determined at the time of engagement. Workers hired through employment agency/cooperative are excluded;
- **Seasonal Workers** - workers whose employment, specifically its timing and duration, is significantly influenced by seasonal factors, e.g., Christmas; and
- **Apprentices/Learners** - workers who are covered by written apprenticeship/learnership agreements with individual employers or any of the entities with duly recognized programs. Apprentices without compensation are excluded.

Young Workers - workers aged 15 to 24 years old as of reference date.

Time-rated Workers - workers paid on the basis of a time unit of work such as an hour, a day or a month.

Part-time Workers - workers who work at jobs which provide less than the working time normal to the establishment.

Commission Workers - categorized into:

- **With basic pay and commission** - persons working for the establishment who receive a basic pay plus a certain percentage of money received for a transaction. They are on the regular payroll of the establishment and are included in its total employment. (e.g., sales representative);
- **Purely on commission with employer control and supervision** - persons working for the establishment who are paid purely on the basis of a certain percentage of money received for a transaction. They are under employer control and supervision and are on the regular payroll of the establishment, and are included in its total employment. (e.g., bus drivers in transport operation); and
- **Purely on commission without employer control** – persons working for the establishment who are paid purely on the basis of a certain percentage of money received for a transaction. They are outside employer control and are not on the regular payroll of the establishment, and are excluded in its total employment. (e.g., insurance underwriters).

Output-rated Workers – persons whose pay is in relation to their output, i.e., piece-rate (workers who are paid on the basis of the number of units produced); production standard or quota (workers whose performance is measured based on an imposed minimum amount or quantity of production for a given period, usually 8 hours); “pakyao” or “takay” (workers whose job or work to be performed is in bulk or volumes which are difficult to quantify); or task (workers who are paid for performing specific work irrespective of the time consumed).

Sub-contracting - an arrangement whereby a principal agrees to put out or farm out with a contractor or subcontractor the performance or completion of a specific job, work or service within a definite or pre-determined period regardless of whether such job is to be performed or completed within or outside the premises of the principal.

Workers Hired through Employment Agency - workers hired through agencies/contractors to perform or complete a job, work or service within the premises of the establishment. They are excluded from the total employment of the establishment.

Workers Cooperative – one organized by workers, including the self-employed, who are at the same time the members and owners of the enterprise. Its principal purpose is to provide employment and business opportunities to its members and manage it in accordance with cooperative principles. They are excluded from the total employment of the establishment.

Job Vacancies - refer to unfilled job openings, which are immediately available for placement and for which active recruitment steps are being undertaken anytime during the reference period.

Hard-to-fill Occupations - refer to those job vacancies for which an establishment has encountered difficulties in recruitment, for reason of absence of qualified applicant or no interested applicant.

PRACTICES ON BALANCING WORK AND FAMILY RESPONSIBILITIES AND WORKING TIME ARRANGEMENTS

Compressed Workweek – the normal workweek is reduced to less than six (6) days but the total number of work hours of 48 hours per week shall remain. The normal workday is increased to more than eight (8) hours but not to exceed 12 hours, without corresponding overtime premium.

Flexible Work Schedule (Flexi Time) – an arrangement where an employee works at least (8) hours each working day, with attendance during “core” hours compulsory, but may start and quit work at his/her convenient time, provided that this does not disrupt the daily operation and delivery of service of the establishment.

Split Shift – an arrangement where employees' work schedule at the place of employment is divided into two periods of time, that are separated by an interval longer than a normal rest period.

Rotating Shift – an arrangement where an employee's work schedule changes periodically from days to evenings or vice versa.

Part-time Work – an arrangement where an employee is allowed to work at jobs which provide less than the working time normal to the establishment.

Teleworking – an arrangement where an employee (teleworker) is allowed to work at home. A teleworker is different from a homeworker as he/she has greater control of his/her skills and means of production and labor. Teleworkers often network; the popular practice is for them to work in their local vicinity and communicate with their establishment located elsewhere.

Job-sharing – an arrangement where two (2) or more employees share one job. This arrangement is resorted to as workers would rather cut their wages and work time on workforce.

On Call – an arrangement where a worker is on standby and is only called when needed to do a job, and is only paid for the hours worked.

OCCUPATIONAL SAFETY AND HEALTH PRACTICES

Ergonomically Designed Tools - appropriate equipment design intended to reduce operator fatigue and discomfort in order to maximize productivity in the workplace.

OCCUPATIONAL INJURIES AND DISEASES

Occupational Accident - an unexpected and unplanned occurrence, including acts of violence arising out of or in connection with work which results in one or more workers incurring a personal injury, disease or death. It can occur outside the usual workplace/premises of the establishment while the worker is on business on behalf of his/her employer, i.e., in another establishment or while on travel, transport or in road traffic

Occupational Injury - an injury which results from a work-related event or a single instantaneous exposure in the work environment (occupational accident). Where more than one person is injured in a single accident, each case of occupational injury should be counted separately. If one person is injured in more than one occupational accident during the reference period, each case of injury to that person should be counted separately. Recurrent absences due to an injury resulting from a single occupational accident should be treated as the continuation of the same case of occupational injury not as a new case.

Fatal Case - case where a person is fatally injured as a result of occupational accident whether death occurs immediately after the accident or within the same reference year as the accident.

Permanent Incapacity - case where an injured person was absent from work for at least one day, excluding the day of the accident, and 1) was never able to perform again the normal duties of the job or position occupied at the time of the occupational accident; or 2) will be able to perform the same job but his/her total absence from work is expected to exceed a year starting the day after the accident.

Temporary Incapacity - case where an injured person was absent from work for at least one day, excluding the day of the accident, and 1) was able to perform again the normal duties of the job or position occupied at the time of the occupational accident; or 2) will be able to perform the same job but his/her total absence from work is expected not to exceed a year starting the day after the accident; or 3) did not return to the same job but the reason for changing the job is not related to his/her inability to perform the job at the time of the occupational accident.

Workdays Lost - refer to working days (consecutive or staggered) an injured person was absent from work, starting the day after the accident. If the person is still absent from work by the end of the reference year, his/her days lost cover the period from the day after the accident up to the end of the reference year. Temporary absences from work of less than one day for medical treatment are not included in days lost.

Case Without Workdays Lost - case where the injured person required only first aid or medical treatment on the day of the accident and was able to perform again, on the day after the accident, the normal duties of the job or position occupied at the time of the occupational accident.

Occupational Disease - an abnormal condition or disorder other than one resulting from an occupational injury caused by exposure over a period of time to risk factors associated with work activity such as contact with certain chemicals, inhaling coal dust, carrying out repetitive movements.

Frequency Rate - cases of occupational injuries with workdays lost including fatalities per 1,000,000 employee-hours of exposure.

Incidence Rate - cases of occupational injuries with workdays lost including fatalities per 1,000 workers.

Severity Rate - workdays lost of cases of occupational injuries resulting to temporary incapacity per 1,000,000 employee-hours of exposure.

Average Days Lost - workdays lost of cases of occupational injuries resulting to temporary incapacity per case of occupational injury.

Hours Actually Worked - include normal/regular hours of work; overtime; time spent at the place of work such as the preparation of workplace, repairs, maintenance, preparation and cleaning of tools and preparation of receipts, time sheets and reports; time spent at the place of work waiting or standing by for reasons such as lack of supply of work, breakdown of machinery or accident, or time during which no work is done but for which payment is made; time corresponding to lunch/meal breaks of less than one hour and to short rest periods at the workplace including tea and coffee breaks/meriendas; these exclude hours paid for but not worked due to vacation, sick, maternity, paternity, service incentive leave and other paid leaves, rest days, special days and regular holidays, lunch/meal breaks of one hour or more and time spent on travel from home to workplace and vice versa.

Commuting Accident - an accident which results to death or personal injury occurring on the habitual route of a worker, in either direction, between the place of work or work-related training and the worker's principal or secondary residence, the place where the worker usually takes his/her meals or the place where he/she usually receives his/her remuneration.

H. UNIT OF MEASUREMENT

- Numbers and percentages for employment, balancing work and family responsibilities and safety and health practices
- Numbers and rates for occupational injuries; numbers for occupational diseases

I. CLASSIFICATIONS

Geographic: The geographic classification is based on the 2007 Philippine Standard Geographic Codes (PSGC).

Industrial: The industry classification is based on the 1994 Philippine Standard Industrial Classification (PSIC) as amended. It was patterned after the International Standard Industrial Classification (ISIC), Rev. 3 of the United Nations, up to the 4-digit level, but with modifications to suit national situations and circumstances.

Occupational: The occupational classification is based on the Philippine Standard Occupational Classification (PSOC) 2002 update. It was patterned after the 1988 International Standard Classification of Occupations (ISCO) of the International Labour Office with modifications to suit the national context.

Employment Size: The classification of establishments according to employment size is based on their average total employment, i.e., 20-99; 100-199; 200 and over.

Others:

- Employment according to categories of workers and employees according to specific groups
- Job vacancies as to status, category, number of vacancies and applicants, length of recruitment period and specialization/skills
- Balancing work and family responsibilities and working time arrangements according to facilities and programs, non-statutory leave and flexible work arrangements provided to each occupational category, workdays and work schedules for majority of workers, operating hours and extra hours of work of employees
- Safety and health practices according to preventive and control measures, occupational safety and health policies/programs, provisions/facilities/ amenities and OSH trainings/seminars provided
- Cases of occupational injuries according to incapacity for work (fatal, permanent, temporary)

J. SURVEY DESIGN

Statistical Unit: The statistical unit is the establishment. Each unit is classified to 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.

Survey Universe/Sampling Frame: The 2010 BLES Survey Sampling Frame (SSF2010) is an integrated list of establishments culled from the updated 2008 BLES Sampling Frame based on the status of establishment reported in the 2007/2008 BLES Integrated Survey (BITS) and 2008 Occupational Wages Survey. Lists of Establishments from the DOLE-National Capital Region (2009) and from Job Displacement Monitoring Reports (2008-2009) were also considered in preparing the 2010 frame.

Sampling Design: The BITS is a sample survey of non-agricultural establishments employing 20 persons or more. 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, industries observed to be heterogeneous within their 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.

In designing the survey, the margin of error (e) was fixed at 5%. The level of significance was set at 95%, that is, $\alpha = 0.05$. This means that the estimated total number of employed persons will not differ from the true number of employed persons by more than 5% (margin of error), 95% of the time (level of confidence). The desired precision for this survey can be expressed as follows:

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

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

$$P(|y - Y| \leq 0.05) = 0.95$$

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

$$n = \frac{z_{\alpha/2}^2 CV^2}{e^2 + \frac{z_{\alpha/2}^2 CV^2}{N}} = \frac{1.96^2 (2.5)^2}{0.05^2 + \frac{1.96^2 (2.5)^2}{34,511}}$$

$$= \frac{24.01}{0.0025 + \frac{24.01}{34,511}} \approx 7,514$$

Sixty five (65) industry groups were considered as domains; this number is the union of industry groups covered by the Occupational Wages Survey and the BLES Integrated Survey. These surveys have common sample establishments beginning 2006 survey operations because of budgetary constraints and to facilitate delivery of questionnaires and data collection.

To ensure the precision of estimates in each domain, the initial sample size was allocated in each domain using the Kish's allocation formula defined below:

$$n_h = n \left(\frac{\sqrt{\frac{1}{L^2} + IW_h^2}}{\sum_{h=1}^L \sqrt{\frac{1}{L^2} + IW_h^2}} \right)$$

where

n_h - sample size in the industry h

n - initial sample size (7,514)

L - total number of domains (industries)

I - set at 0.5 to allow approximately equal allocation for each domain

W_h - population weight which is equal to $\frac{N_h}{N}$, where

N_h is the population size for industry h and
 N is the total population size

After allocating the initial sample size (7,514) to the domains, the sample size in each domain was adjusted to accommodate an expected 5% proportion of ineligible samples. Industries with employment size 200 and over were sampled with certainty. The remaining samples were then allocated to the other two strata (employment sizes: 20-99 and 100-199) proportional to the total employment in each size. A minimum of 10 samples in the cells (industry and employment size) were maintained, if possible, to accommodate expected non-responses.

Substitution of Sampling Units: There is no substitution of sampling units.

Sample Size: For 2009/2010 BITS, number of establishments covered was 6,780, of which, 5,151 (for employment/balancing work and family responsibilities and working time arrangements/occupational safety and health practices) and 5,126 (for occupational injuries and diseases) were eligible units.

K. FIELD WORK

Data Collection: The survey is conducted in coordination with the Regional Offices (except the National Capital Region Regional Office) of the Department of Labor and Employment. On a project basis, employees are hired to personally deliver and retrieve the questionnaires from the establishments. In some instances, questionnaires are mailed to establishments in less accessible or conflict prone areas, in which case a self-addressed envelope is provided. The establishments may also submit the accomplished questionnaires through fax. Delivery of questionnaires starts in July 2010 and retrieval will commence after all questionnaires have been delivered or within 15 working days from delivery to an establishment or on a date agreed upon by the contact person and the enumerator.

The basic data originate from the payroll, accident and other related records of establishments.

Survey Questionnaire: The questionnaire is made up of several parts, i.e.,

Cover Page – It contains the address box for the establishment and other particulars;

Page 2 – This provides information on the survey objective, scope and uses of the data; confidentiality clause; collection authority; authorized field personnel; coverage; reference period; concepts and definition of terms; due date; and availability of results;

Part I: General Information - This portion inquires on main economic activity and major products/goods or services of the establishment; ownership (wholly Filipino, with foreign equity, wholly foreign); type of market (domestic market only, export market only, both domestic and export and corresponding percent of export market); presence of a union, scope of bargaining unit, existence of a collective bargaining agreement, union membership and CBA coverage in the establishment and inquiry on whether the manufacturing establishment is part of a global production network;

Part II: Employment - This section requires data on total employment and its breakdown into working owners, unpaid workers and employees (managers/executives, supervisors/foremen and rank and file: regular and non-regular workers). It also looks into employment of specific groups of workers; types of process outsourced/jobs contracted out; and the number of workers hired through employment agency or cooperative;

Part III: Occupational Shortages and Surpluses - This part inquires on the number of vacancies and applicants for hard-to-fill and easy to fill jobs; length of recruitment period and specialization/special skills of applicants;

Part IV: Industrial Relations Practices

- A. *Balancing Work and Family Responsibilities and Working Time Arrangements* – This inquires on the facilities available and programs implemented; non-statutory leave benefits and flexible work arrangements provided for each occupational category; workdays and work schedules for majority of workers; usual operating hours; number of employees on evening and graveyard shifts, if any; and arrangement for extra hours worked by employees;
- B. *Occupational Safety and Health* – This inquires on the preventive and control measures/activities against safety and health hazards; policies and programs on safety and health; facilities/amenities available; types of training/seminars on safety and health and sources of services/assistance in the conduct of trainings and those designated as health and safety personnel in the establishment.

Part V: Occupational Injuries and Diseases - This inquires on the incidence of occupational accidents; cases of occupational injuries and lost workdays (part of the body injured, cause and agent of injury, major occupation group); occupational diseases; number of commuting accidents and workers injured; and hours actually worked by all employed persons;

Part VI: Certification - This portion is provided for the respondent's name and signature, position, and telephone/fax numbers and e-mail address; time spent in answering the questionnaire; comments or suggestions (on the data it provided for the survey, results of previous survey round and improvements on the design/contents of the questionnaire); and

Part VII: Survey Personnel - This portion is allocated for the names of personnel involved in collection, editing and review of each questionnaire and dates when the activities were completed.

Survey Results - Selected statistics from previous BITS rounds on employment, occupational safety and health practices and occupational injuries and diseases of employees are provided for information of the respondents.

L. DATA PROCESSING AND EDITING

Data are manually and electronically processed. Upon collection of accomplished questionnaires, enumerators perform field editing before leaving the establishments to ensure completeness, consistency and reasonableness of entries in accordance with the field operations manual. The forms are again checked for data consistency and completeness by their field supervisors.

The BLES personnel undertake the final review, coding of information on classifications used, data entry and validation and scrutiny of aggregated results for coherence. Questionnaires with incomplete or inconsistent entries are returned to the establishments for verification, personally or through mail.

Microsoft Access is used for data encoding and generation of validation prooflists. After checking accuracy of encoding based on the prooflists, a conversion program using SPSS is executed to generate output tables.

M. TYPES OF ESTIMATES

- Categories of employment and employees;
- Occupational shortages and surpluses;
- Establishment practices on balancing work and family responsibilities and working time arrangements;
- Establishment practices on occupational safety and health;
- Cases of occupational injuries (by type, part of body injured, cause, agent, major occupation group), frequency and incidence rates of cases of occupational injuries with lost workdays, severity rates and average days lost of cases of occupational injuries resulting to temporary incapacity;
- Cases of occupational diseases by type of disease;
- Commuting accidents and workers injured;

N. ESTIMATION/COMPILATION METHODOLOGY

Not all of the fielded questionnaires are accomplished. Due to the inadequacy of the frame used, 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.

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.

The estimates are aggregated to the desired levels to arrive at total estimates of the population, e.g., number of young workers or number of establishments with a specific safety and health practice. A population ratio is obtained by dividing total estimate of a variable with the total estimate of another variable, e.g., total workdays lost of cases resulting to temporary incapacity by corresponding number of cases to derive average days lost.

O. ADJUSTMENTS

Non-response: Non-response is taken into account in the weighing procedure.

Other Bias: No adjustments are made.

Use of Benchmark Data: No benchmark data is used.

Use of Other Surveys: No other survey data are used.

Seasonal Variations: Not applicable.

P. INDICATORS OF THE RELIABILITY OF THE ESTIMATES

Coverage of the Sampling Frame: Partially updated.

Sampling Error/Sampling Variance: Computed for key variables.

Non-response Rate: For 2009/2010 BITS, the non-response rates in terms of eligible units are 15.7% (for employment/balancing work and family responsibilities and working time arrangements/occupational safety and health practices) and 15.6% (for occupational injuries and diseases).

Non-sampling Errors: These may occur due to inaccuracies in reporting by establishments and enumerators, mistakes in coding, editing and data entry. However, efforts are made to reduce non-sampling errors by careful design of the questionnaire, intensive training of survey personnel, linkages with key informants (employers' and workers' groups, government agencies and the academe) and through adoption and documentation of efficient operating procedures.

Conformity with Other Sources: The survey results are checked for consistency with the results of previous BITS data or related administrative data.

Estimates for Non-survey Years: Not relevant.

Q. HISTORY OF THE SURVEY

Initiated in 2003, the BITS is a modular survey that integrates the data requirements on employment, industrial relations, occupational injuries and labor cost that used to be collected by the BLES through independent surveys such as Survey on Specific Groups of Workers (SSGW), Employment, Hours and Earnings Survey (EHES), Industrial Relations at the Workplace Survey (IRWS), Occupational Injuries Survey (OIS) and Labor Cost Survey (LCS).

Each round of the BITS covers different aspects of employment and establishment practices. The inquiry on occupational injuries and diseases is a regular feature while that on labor cost is undertaken on a less frequent basis.

The integration aims to reduce respondent burden from filling out various BLES survey questionnaires, to optimize the use of resources and to improve the timeliness of information.

R. AVAILABLE SERIES:

The new data series starts with the 2002/2003 BITS. Nevertheless, past data are available from SSGW, EHES, IRWS, OIS and LCS.

II. DOCUMENTATION

A. PERIODICITY OF DISSEMINATION

The results are released 15 months after the June reference period of the survey inquiry on employment.

B. ADVANCE RELEASE CALENDAR

An advance release calendar that gives one-quarter-ahead notice of the approximate release date is posted in the BLES Homepage.

C. DISSEMINATION FORMATS

Hard Copy

- LABSTAT Updates
- Philippine Industry Yearbook of Labor Statistics
- Yearbook of Labor Statistics

Electronic

- BLES Homepage: <http://www.bles.dole.gov.ph>
- BLES Electronic Archived Microdata System (BEAMS):
<http://www.bles.dole.gov.ph/beams>
- CD ROM (4-in-1): Philippine Industry Yearbook of Labor Statistics; Yearbook of Labor Statistics; Gender Statistics on Labor and Employment; LABSTAT Updates

III. CONFIDENTIALITY

The compilation and dissemination of the data are governed by the terms and conditions of Executive Order No. 126 (January 30, 1987) creating the Bureau of Labor and Employment Statistics.

While E.O. 126 is silent on the confidentiality of individual responses from surveys conducted by the BLES, it collects data under the pledge of confidentiality. A statement to this effect is printed in all the questionnaires of BLES surveys.