

# Philippines - Labor Turnover Survey 2015

**Philippine Statistics Authority**

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## Overview

### Identification

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ID NUMBER  
PHL-PSA-LTS-2015-v1

### Version

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VERSION DESCRIPTION  
v2: Edited data, for public distribution.

PRODUCTION DATE  
2016-05-10

### Overview

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ABSTRACT  
A. Objective

The Labor Turnover Survey (LTS) aims to generate quarterly data on labor turnover (accession and separation rates) as indicators of labor market activity in large business enterprises.

B. Uses of Data

The information gathered in this survey is intended to generate timely labor market signals as sound basis in planning, policy formulation and decision making in government, business and industry.

C. Main Topics Covered

Total accession (due to expansion and replacement)

Total separation (employer-initiated and employee-initiated)

KIND OF DATA  
Sample survey data [ssd]

UNITS OF ANALYSIS  
Enterprise

### Scope

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- NOTES
- Total Employment
  - Total Accession (Due to Expansion and Replacement)
  - Total Separation (Employer-Initiated and Employee-Initiated)
  - Existing Job Vacancies (Number and type of occupations) at the end of the quarter
  - Main Reasons for Separation

## TOPICS

| Topic                     | Vocabulary | URI   |
|---------------------------|------------|---|
| LABOUR AND EMPLOYMENT [3] | CESSDA     | <a href="http://www.nesstar.org/rdf/common">http://www.nesstar.org/rdf/common</a> |
| employment [3.1]          | CESSDA     | <a href="http://www.nesstar.org/rdf/common">http://www.nesstar.org/rdf/common</a> |

## Coverage

## GEOGRAPHIC COVERAGE

National Capital Region

## GEOGRAPHIC UNIT

First District (Manila) : Tondo, Binondo, Quiapo, San Nicolas, Santa Cruz, Sampaloc, San Miguel, Ermita, Intramuros, Malate, Paco, Pandacan, Port Area, Santa Ana

Second District: Mandaluyong, Marikina, Pasig, Quezon City, San Juan

Third District: Kalookan, Malabon, Navotas, Valenzuela

Fourth District: Las Pinas, Makati, Muntinlupa, Paranaque, Pasay, Pateros, Taguig

## UNIVERSE

The sampling frame for the 2015 LTS is an integrated list of enterprises culled from the 2013 List of Enterprises in the NCR prepared by the Philippine Statistics Authority (PSA) and the updated sampling frames of 2013 LTS and 2014 LTS. This comprises 19,628 business firms/enterprises with an employment size of at least 20.

Note: Refer to Metadata in Technical Documents.

## Producers and Sponsors

## PRIMARY INVESTIGATOR(S)

| Name                            | Affiliation |
|---------------------------------|-------------|
| Philippine Statistics Authority |             |

## FUNDING

| Name                            | Abbreviation | Role |
|---------------------------------|--------------|------|
| Philippine Statistics Authority | PSA          |      |

## Metadata Production

## METADATA PRODUCED BY

| Name               | Abbreviation | Affiliation                     | Role       |
|--------------------|--------------|---------------------------------|------------|
| Natalia M. Untalan | NMU          | Philippine Statistics Authority | Documenter |
| Alegria A. Mota    | AAM          | Philippine Statistics Authority | Reviewer   |

## DATE OF METADATA PRODUCTION

2016-05-10

## DDI DOCUMENT VERSION

Version 1 - first survey documentation using DDI standards

DDI DOCUMENT ID  
DDI-PHL-PSA-LTS-2015-v1

## Sampling

### Sampling Procedure

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The enterprise is the unit of enumeration in the LTS and it has for its sampling domain the eighteen (18) major industry groups (1-digit) based on the 2009 PSIC. The survey covered business enterprises only in Metro Manila to provide a quick and timely assessment of the labor market activity through a sample survey with manageable sample size given the limited budget. Metro Manila accounts for one-third of the country's gross domestic product and about two-thirds of the total large business enterprises in the Philippines.

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After each survey round, all enterprises that responded are automatically considered as samples for the next survey round. To fill up the lack in the computed sample size, samples will be drawn by industry from the updated sampling frame. In cases where there are no enterprises to sample in some industries, the total number of samples needed for these industries will be allocated proportionally to other industries with available samples.

The sample enterprises in each domain were drawn through simple random sampling.

### Deviations from Sample Design

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Replacement of sample enterprise is done when the sampled enterprise falls in one of the following situation during the field operation: (1) cannot be located; (2) refuse to answer; (3) temporarily closed; (4) duplicate of another sample enterprise; (5) permanently closed; or (6) on strike.

### Weighting

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Weights were not computed.

# Questionnaires

## Overview

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The questionnaire contained the following information:

1. Name and Address of Enterprise
2. Main Economic Activity and Major Products/Goods or Services
3. Item of Information
  - I. Employment
    - A. Total Employment
    - II. Labor Turnover
      - A. Total Accessions (New Hires)
        1. Expansion
        2. Replacement
      - B. Total Separation
        1. Employee-initiated
        2. Employer-initiated
    - III. Agency-hired Workers
    - IV. Existing Job Vacancies
  4. Certification of Respondents
  5. Survey Personnel

## Data Collection

### Data Collection Dates

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| Start      | End        | Cycle            |
|------------|------------|------------------|
| 2015-05-07 | 2015-06-30 | 1st Quarter 2015 |
| 2015-08-03 | 2015-09-30 | 2nd Quarter 2015 |
| 2015-11-02 | 2015-12-30 | 3rd Quarter 2015 |
| 2016-02-02 | 2016-03-31 | 4th Quarter 2015 |

### Time Periods

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| Start      | End | Cycle            |
|------------|-----|------------------|
| 2015-01-15 |     | 1st Quarter 2015 |
| 2015-04-15 |     | 2nd Quarter 2015 |
| 2015-07-15 |     | 3rd Quarter 2015 |
| 2015-10-15 |     | 4th Quarter 2015 |

### Data Collection Mode

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Other [oth] mixed method: self-accomplished, mailed, e-mailed, faxed, face to face

### Data Collection Notes

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The conduct of training on data collection and field editing for field personnel was done a week before the actual data collection to ensure that statistical and survey standards are observed.

Survey Area Supervisors were assigned to allocate questionnaires to job order field personnel. Sample questionnaires were distributed to field personnel based on their respective area assignments. They were also provided with "Enumerator's Control List" (FM-PSA 02) where they can record the status of the questionnaires and contact information of the respondents.

Each enumerator was provided with a letter of introduction to be presented to the sample enterprise. Upon reaching the enterprise, the enumerator introduced himself/herself to the receptionist or to any person who referred him/her to the HRD/personnel manager or the designated employee responsible for answering government surveys. In such instance, the enumerator re-introduced himself/herself to this contact person.

Some of the questionnaires were retrieved on-the-spot upon delivery. If not, the enumerator and respondent/contact person agreed on the pick-up date or the respondent was advised to send the accomplished LTS form thru electronic mode, e.g., fax or e-mail with the certification portion duly signed or noted by the contact person.

Survey status report on the questionnaire retrieval rate and performance rating of enumerators were prepared every 5th and 20th day of the month.

### Questionnaires

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  - A. Total Accessions (New Hires)
    - 1. Expansion
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    - 1. Employee-initiated
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## Data Collectors

| Name                            | Abbreviation | Affiliation |
|---------------------------------|--------------|-------------|
| Philippine Statistics Authority | PSA          |             |

## Supervision

Survey supervisors for each area are assigned with the following roles:

- Participate in the training on data collection and field editing;
- Supervise field operation in their areas of assignments within the allotted time;
- Allocate, receive and control survey questionnaires;
- Check completeness and consistency of entries in retrieved questionnaires and return for verification those needing further clarifications to concerned enumerators;
- Deliver questionnaires if necessary, conduct follow-ups, spot checks and verification; monitor and evaluate the performance of field personnel for purposes of payment of salaries;
- Ensure the confidentiality of the data provided by the respondents.

# Data Processing

## Data Editing

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Data are manually and electronically processed. Upon collection of accomplished questionnaires, enumerators performed field editing before leaving the enterprise to ensure completeness, consistency and reasonableness of entries in accordance with the Field Operations Manual. The forms were again checked for data consistency and completeness by field supervisors. The designated personnel undertook 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 were returned to the establishments for verification, personally or through phone interview.

Note: Refer to Office Editing and Data Validation Guidelines in Technical Documents.

## Other Processing

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Processing involves the following activities:

- 1.) Batch labeling
- 2.) Office editing and coding
- 3.) Status monitoring and printing of Survey Status Report (5th and 20th of the month)
- 4.) Data entry (MS Access)
- 5.) Data validation
- 6.) Re-encoding of data
- 7.) Screen validation (Revalidation)
- 8.) Back-up MS Access database
- 9.) Conversion of file from the MS Access to SPSS
- 10.) Computation of weights and recoding of certain variables
- 11.) Output table generation

Note: Refer to Office Editing and Data Validation Guidelines and programs for table generation.

# Data Appraisal

## **Estimates of Sampling Error**

Processing involves the following activities:

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## **Other forms of Data Appraisal**

The results were validated with the previous year results in particular, the trends and patterns of data across industries.

Results were also checked in terms of their coherence with the results of the National Accounts, i.e, gross domestic product (GDP). It has been observed that the pattern of movement in the LTS data series closely follow that of GDP. This could be because NCR accounted for a sizeable share of GDP. The "rule of thumb" in LTS validation is that a high GDP is associated with a positive turnover rate and vice versa.