

Philippines

**Bureau of Labor and Employment Statistics,
Department of Labor and Employment**

Labor Turnover Survey 2007

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Metadata Production

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Philippines (2007-2008)

Labor Turnover Survey 2007 (LTS 2007)

Overview	
Type	Enterprise/Establishment Survey [en/oth]
Identification	PHL-BLES-LTS-2007-v1
Version	Production Date: 2008-03-27 v2: Edited data, for public distribution.
Series	<p>The Labor Turnover Survey (LTS) is a quarterly sample survey of large enterprises in Metro Manila conducted by the Bureau of Labor and Employment Statistics (BLES) since the Second Semester of 2002.</p> <p>The survey is a spin off from the Employment, Hours and Earnings Survey (EHES) which is a survey of non-agricultural establishments with at least 20 workers. The EHES was conducted quarterly from 1989 to 1997 and semestral from 1998 until First Semester 2002.</p>
Abstract A. Objective The Labor Turnover Survey (LTS) aims to generate quarterly data on labor turnover (accession and separation rates) as useful 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. 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]
Unit of Analysis	Enterprise

Scope & Coverage

Scope

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

Topics	LABOUR AND EMPLOYMENT [3], employment [3.1]
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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 top 5,000 Corporations in the Philippines as listed by the Securities and Exchange Commission (SEC). The universe was limited to the SEC list for two (2) reasons: (1) budget constraints and (2) to come up with manageable sample size that can provide DOLE officials with a quick/ timely assessment of the labor market situations on a quarterly basis.

Producers & Sponsors

Primary Investigator(s)	Bureau of Labor and Employment Statistics, Department of Labor and Employment
Funding Agency/ies	Bureau of Labor and Employment Statistics

Sampling**Sampling Procedure**

The enterprise is the unit of enumeration in the LTS and it has for its sampling domain the fourteen (14) major industry groups (1-digit) based on the 1994 PSIC. The coverage of the survey was limited to large business enterprises in Metro Manila due to budget constraints and in line with the instruction of DOLE officials to conduct a quick/timely assessment of the labor market activity through a sample survey with manageable sample size. Metro Manila accounts for one-third of the country's gross domestic product and about two-thirds (64.5%) of the total large business enterprises in the Philippines.

The sampling frame was extracted from the Top 5,000 Corporations in the Philippines as compiled by the Securities and Exchange Commission (SEC). The frame contains the names of 3,100 enterprises in Metro Manila listed in order of their gross revenue/sales in 2006.

The sampling design is stratified random sampling wherein the 3,100 firms ranked according to revenue would be stratified into two. The first stratum would consist of the Top 200 firms and would be taken as certainty stratum which means that all of these 200 firms would be part of the sample. The second stratum would comprise the remaining 2,900 firms from which a random sample of 300 would be taken.

A total of 500 sample enterprises shall be taken.

Deviations from Sample Design

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.

Response Rate

1st Quarter 2007 - 95.31%
 2nd Quarter 2007 - 98.67%
 3rd Quarter 2007 - 96.87%
 4th Quarter 2007 - 97.89%

Weighting

Weights are not computed.

Data Collection

Data Collection Dates	1st Quarter 2007: start 2007-04-16 1st Quarter 2007: end 2007-06-08 2nd Quarter 2007: start 2007-07-23 2nd Quarter 2007: end 2007-09-14 3rd Quarter 2007: start 2007-10-22 3rd Quarter 2007: end 2007-12-14
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	4th Quarter 2007: start 2008-01-21 4th Quarter 2007: end 2008-03-14
Time Period(s)	1st Quarter 2007: start 2007-01-01 1st Quarter 2007: end 2007-03-31 2nd Quarter 2007: start 2007-04-01 2nd Quarter 2007: end 2007-06-30 3rd Quarter 2007: start 2007-07-01 3rd Quarter 2007: end 2007-09-30 4th Quarter 2007: start 2007-10-01 4th Quarter 2007: end 2007-12-31
Data Collection Mode	Other [oth] - Face-to-face, E-mail or Fax

Data Collection Notes

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 project-based field personnel. Sample questionnaires were distributed to field personnel based on their respective area assignments. They were also provided with FM-BLES 02-2.2a "Enumerator's Control List" where they can record the status of the questionnaire and contact information of the respondents.

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

The retrieval of questionnaires can be on-the-spot upon delivery. If this is not possible, the enumerator and respondent/contact person can agree on the pick-up date or the respondent can send the accomplished LTS form thru electronic mode, e.g., fax or e-mail as long as the certification portion is duly signed or noted by the contact person.

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

Questionnaires

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. Existing job vacancies

IV. Main Reason for Separation

A. Employee-initiated

B. Employer-initiated

4. Certification of Respondents

5. Survey Personnel

Note: Refer to sample questionnaires for each quarter.

Data Collector(s)	Employment and Manpower Statistics Division (EMSD) , Bureau of Labor and Employment Statistics
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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 & Appraisal**Data 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 field supervisors. The designated 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 phone interview.

Note: Refer to Office Editing and Data Validation Guidelines.

Other Processing

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
- 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.) Table generation

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

Estimates of Sampling Error

Results of the survey are not weighted to come up with estimates for the whole population thus no sampling error is computed.

Other Forms of Data Appraisal

The results of the survey was validated with the previous year LTS results in particular, the trend and patterns of data behaviour across industry.

Results of the survey were 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 high employment growth rate/positive turnover rate and vice versa.

Accessibility

Access Authority	Employment and Manpower Statistics Division (Bureau of Labor and Employment Statistics) , http://www.bles.dole.gov.ph , blesemsd@yahoo.com
Contact(s)	Chief Labor and Employment Officer, Employment and Manpower Statistics Division (Bureau of Labor and Employment Statistics) , http://www.bles.dole.gov.ph , blesemsd@yahoo.com

Confidentiality

The BLES and its field personnel shall hold all survey data supplied by the establishments in confidence. The information obtained from each respondent shall be for statistical purposes only and not for taxation, regulation nor investigation purposes. The data shall be processed with others of the same category and shall be disseminated in summary form or statistical tables so as not to reveal the identity of any respondent establishment.

Access Conditions

Access authority is granted to designated individuals within the concerned division. The designated personnel cannot reproduce, distribute, sell or lend the entire data or parts thereof to any other data user.

Citation Requirements

"Bureau of Labor and Employment Statistics, Labor Turnover Survey 2007, Version 1."

Rights & Disclaimer

Disclaimer

The BLES bears no responsibility for use of the data or for interpretation or inferences made by the data users outside BLES.

Copyright	(c) 2007, Bureau of Labor and Employment Statistics
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Files Description

Dataset contains 0 file(s)

Variables List

Dataset contains 0 variable(s)

Variables Description

Dataset contains 0 variable(s)

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Reports and analytical documents

LTS 2007 Documentation, Employment and Manpower Statistics Division, June 2010, Philippines [phl], English [eng], "LTS 2007 Documentation_v2.pdf"

LABSTAT Updates Vol. 12 No. 19, *Labor Turnover Statistics in Large Enterprises in Metro Manila: 2003-2007*, Employment and Manpower Statistics Division, June 2008, Philippines [phl], English [eng], "Documentation\Results\LABSTAT Updates - vol12_19.pdf"

Labor Turnover Survey Highlights (1st Quarter 2007), Employment and Manpower Statistics Division, July 2007, Philippines [phl], English [eng], "Documentation\Results\1Q2007\final report 1stQtr LTS 2007.pdf"

Labor Turnover Survey Highlights (2nd Quarter 2007), Employment and Manpower Statistics Division, September 2007, Philippines [phl], English [eng], "Documentation\Results\2Q2007\final report 2nd Qtr LTS 2007.pdf"

Labor Turnover Survey Highlights (3rd Quarter 2007), Employment and Manpower Statistics Division, January 2008, Philippines [phl], English [eng], "Documentation\Results\3Q2007\final report 3rd Qtr LTS 2007.pdf"

Labor Turnover Survey Highlights (4th Quarter 2007), Employment and Manpower Statistics Division, March 2008, Philippines [phl], English [eng], "Documentation\Results\4Q2007\final report 4th Qtr LTS 2007.pdf"

Questionnaires

LTS Questionnaire 1st to 4th Quarter 2007, Employment and Manpower Statistics Division, Philippines [phl], English [eng], "Documentation\Questionnaire\LTS2007-questionnaire.zip"

Description

The zip file contains the questionnaire used in the conduct of the Labor Turnover Survey (1st-4th Quarter 2007).

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- I. 1st Quarter 2007 LTS Questionnaire
- II. 2nd Quarter 2007 LTS Questionnaire

III. 3rd Quarter 2007 LTS Questionnaire
IV. 4th Quarter 2007 LTS Questionnaire

Technical documents

Office Editing and Data Validation Guidelines, Employment and Manpower Statistics Division, Philippines [phl], English [eng], "Documentation\Manual and Guidelines\OFFICE EDITING AND DATA VALIDATION GUIDELINES.pdf"

Labor Turnover Survey 2007 Metada, Employment and Manpower Statistics Division, Philippines [phl], English [eng], "Documentation\Manual and Guidelines\Metadata - LTS2.pdf"

References

Philippine Standard Industrial Classification, National Statistical Coordination Board, Philippines [phl], English [eng], "Documentation\Other Resources\PSIC.pdf"

Geographic Code, National Statistical Coordination Board, Philippines [phl], English [eng], "Documentation\Other Resources\GEOCODE 2002.sav"