

DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. 2
EFFICIENCY AND INTEGRITY DEVELOPMENT PLAN (EIDP)
CY 2020

Program/Project Description	Status/Action Taken As of _____	Means of Verification	Remarks
A. PROMOTING TRANSPARENCY			
1. Posting in the DOLE Website of the following:		DOLE RO2 Website	
a. Annual net worth of officials, Division Chiefs, Field Office Heads including all employees based on their submitted Statements of Assets and Liabilities (SALN)			
b. DOLE Citizen's Charter / QMS Procedure Manuals			
c. Transparency Seal			
c.1. Agency's mandates and function's, names of its officials with their position & designation, and contact information			
c.2. Annual reports			
c.3. Approved budgets and corresponding targets			
c.4. The program/projects beneficiaries			
c.5. Status of implementation of program/project			
c.6. Annual procurement plan, contracts awarded and the name of contractors/supplier/consultants.			

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B. STRENGTHENING ACCOUNTABILITY			
1. Strengthening of System Integrity to eliminate opportunities for corrupt			
a. Use of biometric machine in attendance monitoring		Visual Inspection	
b. Strict implementation of rules and regulations on the liquidation of cash advances.		Report on liquidation of cash advances	
2. Sustaining a culture of excellence and integrity among DOLE Officials and Employees			
a. Briefing with feedback for new employees on anti-corrupt laws, rules and regulations		Attendance Sheet	
b. Holding of moral and character development related activities for officials and employees (values formation seminar, team building, etc.)		Activity Proposal & Attendance	
c. Strict adherence with the DOLE Code of Conduct including non-contact and non-gifts/solicitation policy.		Visual Inspection	

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C. OBSERVANCE OF THE RULE OF LAW			
1. Speedy resolution of administrative complaints/cases, especially graft and corruption related complaints/cases		Quarterly report	
2. Quarterly monitoring of status of cases and complaints against DOLE officials and employees lodged with the regional office, office of the ombudsman, sandiganbayan, CSC, regular courts and Office of the President		Quarterly report	
D. DEMOCRATIC GOVERNANCE			
1. Discussion of Client Satisfaction Feedback in Every Management Committee Meeting		Minutes of Meeting	
2. Discussion of Administrative Issues and Concern during the conduct of Planning and Program Assessment		Minutes of Meeting	

Prepared by:



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Noted:



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