



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
 Regional Office No. 02
 Regional Government Center
 Carig Sur, Tuguegarao City, Cagayan



ANNEX A

PROGRAMS AND PROJECTS

Office: DOLE R02

Programs and Projects	Objective	Description
Public Employment Service Office (PESO)	Ensure the prompt, timely and efficient delivery of employment service and provision of information on the other DOLE programs	To strengthen and expand the employment facilitation service machinery of the government particularly at the local levels there shall be established in all capital towns of provinces, key cities, and other strategic areas a Public Employment Service Office (PESO) which shall be community-based and maintained largely by local government units (LGUs) and a number of non-governmental organizations (NGOs) or community-based organizations (CBOs) and state universities and colleges (SUCs).
Special Program for the Employment of Students (SPES)	To assist poor but deserving students and out-of-school youth to pursue their education by providing them income through employment	The program provides the youth with valuable experience for better school-to-work transition. Youth are employed for a minimum of 20 to a maximum of 52 working days where participating employers pay 60 percent of their salary while the DOLE pays the 40 percent share based on the applicable minimum wage in the area.
Career Guidance	The Career Guidance Advocacy Program (CGAP) aims to provide students with relevant labor market information and career guidance to assist them in choosing their career path.	The Career Guidance Program (CGAP) is one of the flagship programs being implemented by the DOLE as employment facilitation intermediation services for the youth to provide them relevant information that could guide them in making informed career choices.
Labor Market Information (LMI)	It aims to provide timely and accurate signals on the current labor market by developing client specific labor market information, education and communication (IEC) materials.	A Labor Market Information which focuses on the Philippine setting for the operations of labor demand and supply; wages, hours of works; employer hiring practices, worker job preferences; and many other factors which shape employer - worker relationship, policies and programs of government, investment decision by employers, and job selection by workers among others.
Government Internship Program (GIP)	to attract the best and the brightest to pursue a career in government service, particularly in the fields and disciplines related to labor and employment.	The program provides the youth particularly the poor and indigent an opportunity to demonstrate their talents and skills in the field of public service. The internship period runs for a minimum of 3 months to a maximum of 6 months.
Child Labor Elimination Program	To transform the lives of child laborers, their families, and communities, towards their sense of self-worth, empowerment and development.	Act as a lead agency in the rescue of child laborers under the National Program Against Child Labor (NPAACL) which aims to respond to cases of child labor in extremely abject conditions • Advocacy activities which will strengthen the monitoring of child labor activities in the local communities.

Registration of ContractorsSubcontractors Under Department Order No 174-17	To ensure compliance on contracting and sub-contracting arrangement by absolutely prohibiting labor-only contacting, and restricting job contracting allowed under the provisions of the Labor Code.	Regulates contracting and subcontracting arrangement prohibiting labor-only contracting and restricting job contracting and to secure the employment and rights of the workers to just and humane conditions of work, security of tenure, self-organization and collective bargaining. Such rules cover all parties of contracting and subcontracting arrangements where an employer-employee relationship exist.
Construction Safety and Health Program	To ensure safe and healthful working conditions, the protection and welfare of workers and the general public within and around the immediate vicinity of any construction worksite.	A comprehensive program which include: 1) commitment of the Contractor to comply with occupational safety and health requirements; 2) training of OSH personnel assigned to the project; 3) regular inspection and testing of construction heavy equipment conducted by a DOLE-Accredited Testing Organization ; and 4) mandatory skills training of construction heavy equipment operators conducted by TESDA. The procedure covers receipt of application and approval of CSHP of companies up to the release of the approved CSHP.
Registration of Establishment under Rule 1020 of OSHS	To ensure compliance on Occupational Safety and Health Standards (Rule 1020) and to form part of a databank of covered establishments.	Every employer shall register his business with the Regional Labor Office or authorized representative having jurisdiction thereof to form part of a databank of all covered establishments. Registration shall be free of charge and valid for the lifetime of the establishment except when any of the following conditions exists, in which case, re-registration as if it were a new establishment is required: a. change in business name, b. change in location, c. change in ownership, or d. re-opening after previous closing.
Conduct of Routine Inspection	To strengthen the implementation of the visitorial and enforcement powers under the Labor Code, as renumbered, towards securing a higher level of compliance with labor laws and standards, and ensuring continuity and sustainability of compliance at workplaces.	It shall govern all matters arising from the visitorial and enforcement power of the Secretary of Labor and Employment. A process of evaluation a private establishment's compliance with labor laws and social legislations jointly undertaken by the Labor Inspector and the representatives of the employer and employees using the prescribed Inspection Checklist.
Conduct of Complaint Inspection	To address complaints regarding non-compliance of wage and wage-related benefits and social legislations.	It limits the conduct of complaint inspection to instances where there is a Single Entry Approach (SEnA) referral, or complaints received, to validate or verify the reported violation of labor standards laws and social legislations.
Kasambahay Program	to empower the Kasambahays by informing them on their rights and what they could do to protect themselves from abusive employers.	The program provides for Labor Education for all Kasambahay Workers including their employers on all the rights and benefits of the former under the law. Moreover, a help desk is established on all regions with a designated officer to recieve complaints of Kasambahay Workers as regards any abuse of right.
Family Welfare Program	Instill family planning/family welfare consciousness among labor and management as a key in promoting workplace productivity and improved worker-management relations and establish the family welfare component as a major issue of concern and action of the Family Welfare Committee	The Family Welfare Program (FWP) seeks to introduce the concept of promoting the welfare of workers and their families as a key to workplace productivity and improved worker-management relations. It is an advocacy program that draws corporate support in promoting workers' quality of life by adopting a family centered approach in the workplace.
Processing of Application for Registration (WA, CBA, UNION)	It is the policy of the State and mandate of the Department of Labor & Employment to assist and authorize Workers to form Associations and Labor Organizations to have legal personality for purposes of collective bargaining and for mutual aid and protection.	Registered Workers' Associations can seek Government services for mutual aid and protection and other legitimate purpose. Labor Organizations or Unions with legal personality shall be granted rights and privileges for purposes of cooperation, collective bargaining or concerning terms and conditions of employment.

Processing of Maternity and Death Claims Under Social Amelioration Program (SAP)	To provide financial assistance to qualified sugar workers and their families in case of Maternity and Death Benefit assistance to beneficiaries of the deceased sugar worker..	A woman sugar worker shall avail of the Maternity benefit when she has rendered service of at least (90) days of continuous or aggregate service during the current crop year prior to delivery, Under the Death Benefit Program, the deceased sugar worker must have been employed for at least 3 months continuous or aggregate service within the current crop year prior to his death.
Social Amelioration Program (SAP)	To strengthen the right of workers in the sugar industry by augmenting income and institutionalizing mechanism to enable the workers and their families enjoy a decent living as provided under RA 6982.	To primarily augment the income of sugar workers, improve their well-being and to finance social and economic programs, an amount shall be borne by the sugar planters and millers proportionate to their corresponding milling share. A.) 80% as Cash Bonus (CBF) for distribution to sugar workers, B) 20% as Socio Economic Program-Related Funds (SEPRF), distributed as follows:1. 5%- Sugar Workers' Death Benefit Fund 2. 9% Socio Economic Project Fund (SEPF) 3. 3% Sugar Workers Maternity Benefit Fund 4. 3% as Administrative Benefit Fund.
Issuance of Alien Employment Permit	To issue a work permit to foreign nationals who intend to have gainful employment in the Philippines.	The Alien Employment permit is a privilege granted to foreign nationals to legally engage in gainful employment in the country. It is one of the requirements to acquire a work visa or (9g) visa.
DOLE Integrated Livelihood and Emergency Employment Program (DILEEP)	To contribute to poverty reduction & reduce vulnerability to risk of the poor, vulnerable & unorganized workers either emergency employment & promotion of livelihood entrepreneurship.	It has two (2) components: a) Kabuhayan or Livelihood Program, and b) Tulong sa Panghanapbuhay sa Ating Disadvantages / Displaced Workers (TUPAD) Program.

Prepared by:

ENGR. JOSEPH B. SALES
 OIC Chief, TSSD

Noted by:

ATTY. EVELYN R. RAMOS
 Regional Director