

Project Title : Training on Test of Grinding Wheels
Safety Control Division

Division : Safety Control Division

Duration of Project : September (one (1) month)

Participants : Eight (8) Engineers

I. OBJECTIVES:

Increase in expertise and skills in conducting test of grinding wheels for effective rendering technical services to the public.

II. ACTIVITIES:

1. Classroom lectures, discussion concerning safety testing procedures of grinding wheels
2. Actual testing, proper operation and maintenance of grinding wheels
3. Evaluation of test result
4. Preparation of report

III. BUDGET REQUIREMENTS: P 4,000.00

Consumables:

Grinding wheels - 5 pcs P 500x5 = P2,500.00

Supplies:

Bond paper	1 ream	P 60 x 1 =	P 60.00
onion skin	1 ream	50 x 1 =	50.00
yellow pad	8 pads	14 x 8 =	112.00
ballpen	8 pcs.	8 x 5 =	40.00
pencil	8 pcs.	8 x 3 =	24.00
eraser	8 pcs.	3 x 6 =	18.00

P 304.00

Contingency: 10% of the budget requirement for supplies and consumables

.10 (P2,500.00 + P 304.00)

= P 280.40

SAFETY CONTROL DIVISION
LIST OF CONSUMABLES JUNE TO DECEMBER 1988

DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
1. Recording chart (Metalized type 70 mm)	20	rolls	P 100	P 2,000.00
2. Oscillograph paper (Direct visual 20.3 cm x 60 m)	10	boxes	200	2,000.00
3. Lubricant Hydra AW 68	60	liters	40	2,400.00
4. Mechanic Oil (Motor Oil 3T)	60	liters	40	2,400.00
5. Fuses Assorted 1A, 2A, 3A, 4A, 5A	50	pcs.	3	150.00
6. Oil Clay	500	grams	10	500.00
7. Chart paper tape 2 1/4"	10	rolls	75	750.00
8. Film colored 135 36 shots	30	rolls	65	1,950.00
9. Magna filix	30	K6	200	6,000.00
10. Acetylene Elec- trodes 2.0 mm, 2.6 mm	5	K6	50	500.00
11. ARC welding electrodes 2.0 mm 2.6 mm	5	K6	50	500.00
12. Oxygen gas	2	tanks	180	360.00
13. Acetylene gas	2	tanks	290	580.00
14. Batteries: a. Pen lite 1.5V b. sum - 2(s) 1.5v	1	box	100	100.00
15. Grease (multi- purpose)	1	liter	75	75.00
TOTAL				P 20,765.00

SAFETY CONTROL DIVISION

LIST OF ADDITIONAL EQUIPMENT AND CONSUMABLES

EQUIPMENTS

1.	Typewriter	3 units - 2 electric 1 manual
2.	Calculator	10 scientific calculator solar powered (1 each for each technical personnel)
3.	Stapler	6 pcs.
4.	Stapler remover	6 pcs.
5.	Pencil sharpener	1 pc.
6.	Puncher	3 pcs.
7.	Technical pen	0.2,0.3,0.4,0.5 - 3 sets each
8.	Triagle 45, 60	5 pcs each
9.	Mechanical pencil	16 pcs

CONSUMABLES

1.	Folder	100 pcs. small long
2.	Envelopes	100 pcs. small long
3.	Coupon bonds	5 reams
4.	Onion paper	5 reams
5.	Carbon paper	2 boxes
6.	Typewriter ribbon	10 pcs. electric 10 pcs. manual
7.	Pentel pen	10 pcs.
8.	Ball pen	50 pcs.
9.	Pencil	50 pcs.
10.	Touch & go	3 sets
11.	Eraser	20 pcs.

OBJECTIVE	DESCRIPTION	TIME FRAME	BUDGET REQUIREMENT	PERSONNEL INVOLVED	MONITORING CONTROL SYSTEMS
Develop knowledge and skills in controlling accidents/injuries during disaster	<p>30 participants trained</p> <p>2.1.1.3 Training on Emergency Preparedness for DOE selected employees</p> <p>2.1.1.3.1 organization of materials</p> <p>2.1.1.3.2 course design</p> <p>2.1.1.3.3 organizing the program</p> <p>2.1.1.3.4 conduct training</p> <p>2.1.1.3.5 evaluation</p>	<p>Aug-Sept</p> <p>Sep - Dec</p>	\$15,940.00	10 YPIQ staff	
Develop & increase the effectiveness of lecturers/resource persons in the conduct	<p>30 participants trained</p> <p>2.1.1.4 Instructor's Training Course for DOE & other govt offices</p> <p>2.1.1.4.1 organization of materials</p> <p>2.1.1.4.2 course design</p> <p>2.1.1.4.3 organizing the program</p> <p>2.1.1.4.4 conduct of training</p> <p>2.1.1.4.5 evaluation</p>	Aug. - Oct.	\$65,000.00	10 YPIQ staff	Consultation; Report at the end of training course.
Increase knowledge, skills & attitudes on OSE	<p>30 participants trained</p> <p>2.1.1.5 Basic OSE Training for Newly Hired MDO's</p> <p>2.1.1.5.1 organization of materials</p> <p>2.1.1.5.2 course design</p> <p>2.1.1.5.3 organizing the program</p> <p>2.1.1.5.4 conduct of training</p> <p>2.1.1.5.5 field trip</p> <p>2.1.1.5.6 evaluation</p>	<p>Sept - Nov</p> <p>Oct - Dec</p>	\$36,200.00	10 YPIQ staff	Consultation; Report at the end of training

I R A
 ADMINISTRATIVE 78827
 OPERATIVE 08320172
 PROGRAM ACTIVITY
 The Team Management Personnel Monitoring Center
 SEP-23
 A C T I O N S
 2 6 1 5

Dec. 1968 -
 \$12,360.00
 10 TFID staff
 Consultation: Report at the end of training course

- 2.1.6 Basic OSB Course for Industrial Supervisors
- 2.1.6.1 organization of materials
- 2.1.6.2 course design
- 2.1.6.3 organizing the program
- 2.1.6.4 conduct of training
- 2.1.6.5 field trip
- 2.1.6.6 evaluation

50 participants trained
 Increase knowledge, skills & attitudes on OSB

~~2.1.7~~ ^{2.1.7} Dialogue/Conference/Symposium on the latest trends on OSB
 Sep - Nov

- 2.1.7 Dialogue/Conference/Symposium on the latest trends on OSB
- 2.1.7.1 coordination work with organizations, ECD, SCD & BCG concerned
- 2.1.7.2 assistance in conduct of dialogue/symposia
- 2.1.7.3 assistance in preparation of programs

labor organizations, accredited training organizations, OSB institutions informed
 Increase in the demand of the services rendered by OSB

Consultation: final Report
 \$5,000.00

\$5,000.00

Sept. - Dec.

- 3.1 Networking on OSB Information
- 3.1.1 coordination with accredited organizations, gov't/private offices concerned with OSB
- 3.1.2 linkages with gov't/private offices concerned with OSB
- 3.1.3 coordination with trade unions offices.
- 3.1.4 coordination with international trade unions organizations

Exchange of information materials on OSB
 3. Establishment of Network

K P A

A C T I O N P L A N

P R O G R A M / A C T I V I T Y

Time Frame Budget Personnel Monitoring Control
Requirement Involved System

<p>4. Intelligent awareness by all sectors concerned of the OSHC, its functions & services</p> <p>Number of conference/dialogues/seminars/symposia and audiovisual presentations conducted</p> <p>ers, employers, providers of medical care services and OSH practitioners</p>	<p>To disseminate information to 10 of EC covered work-ers, employers, providers of medical care services and OSH practitioners</p> <p>4.1.1 Production of audio-visual and printed materials for training courses</p> <p>4.1.2 Production of monthly and bilingual OSHC Newsletter for external circulation</p> <p>4.1.3 Regional information campaign featuring AV presentations & open forums on the OSHC Metro Manila Info. campaign</p>	<p>June 1-10, '88</p> <p>as needed</p> <p>July-December 1987</p> <p>July-December 1988</p> <p>As needed</p>	<p>P5,000.00</p> <p>P60,000.00</p> <p>P90,500.00</p> <p>P107,400.00</p>	<p>4</p> <p>5</p> <p>4</p> <p>4</p>	<p>Accomplishment Report</p> <p>Periodic Report</p> <p>Monthly Report</p> <p>Accomplishment Report</p> <p>Accomplishment Report</p>
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NAME	ACIVITY	Time Zone	Request	Approved	Monitoring Contact
OSWALD					
OSWALD					

912,000.00

4

As needed

4.1.4 Preparation and issuance of press photo releases as well as video news clips, to print and broadcast media

As needed

4.1.5 Handling of correspondence to clientele and other parties or groups concerned

As needed

Periodic Report

5. Public Assistance

To assist work-ers, other parties concerned who desires to avail themselves of the OSBC's technical services facilities

Number of persons assisted

As needed

As needed

A C T I O N P L A N

P R O G R A M / A C T I V I T Y Time Frame Equipment Personnel Monitoring Control System

<p>6. Annual Accomplishment Report</p> <p>Evaluate performance of the USAC</p>	<p>Prepared Report</p> <p>6.1.1 report of TPD</p> <p>6.1.2 consolidated report of other Divisions</p> <p>6.1.3 survey report of 3 Divisions</p> <p>6.1.4 printing of consolidated Annual Report</p>	<p>Dec. 1988</p>	<p>All TPD staff</p>	<p>Final Report</p>
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\$35,000.00

W O R K I N G P L A N

Training and Public Information Division

1 9 8 8

1 9 8 9

ACTIVITIES

: JULY : AUG. : SEPT. : OCT. : NOV. : DEC. : JAN. : FEB. : MARCH : APRIL : MAY

1.1 Staff Development

1.1 NCP to be conducted by experts

September to December

1.1.1 Preparation of training program for government staff

1.1.2 Filling and analyzing data in private sector

1.1.3 Preparation of training program and curriculum for private sector

1.1.4 Starting preparation for instructor's manuals, textbooks and other training materials

1.2 Fellowship training in Japan - training of counterpart on audio-visual teaching equipment

November 1988 to March 1989

Training Programs

2.1 Training courses to be conducted

2.1.1 Symposium on OSHC services (to be participated by government, private and workers groups)

July to December

2.1.1.1 discussion

2.1.1.2 open forum

2.1.1.3 Report

2.1.2 Orientation seminar for OSHC personnel

July to August

2.1.2.1 Functions and duties of each division

2.1.2.2 Introduction to occupational safety and health

2.1.3 Training on Emergency Preparedness for DOLE selected employees

Aug. to Sept.

WORLD PLAN

TPID.... Page 2

1 9 8 8

1 9 8 9

ACTIVITIES : JULY : AUG. : SEPT. : OCT. : NOV. : DEC. : JAN. : FEB. : MAR. APRIL MAY

- 2.1.3.1 Organization of material
- 2.1.3.2 Course design
- 2.1.3.3 Organizing the program
- 2.1.3.4 Conduct of training
- 2.1.3.5 Evaluation
- 2.1.4 Instructor's Training Course for DOLE
and other government offices =====
August to October
- 2.1.4.1 Organization of material
- 2.1.4.2 Course design
- 2.1.4.3 Organizing the program
- 2.1.4.4 Conduct of training
- 2.1.4.5 Evaluation
- 2.1.5 Basic Occupational Safety and Health
Training for Newly hired LEOs =====
Sept. to Nov.
- 2.1.5.1 Organization of materials
- 2.1.5.2 Course design
- 2.1.5.3 Organizing the program
- 2.1.5.4 Conduct of training
- 2.1.5.5 Field trip
- 2.1.5.6 Evaluation
- 2.1.6 Basic OSB Course for Industrial
Supervisors =====
Dec.'88-Jan.'89

WORKPLAN

TP10.... Page 3

1 9 8 8

1 9 8 9

ACTIVITIES

: JULY : AUG. : SEPT. : OCT. : NOV. : DEC. : JAN. : FEB. : MAR. : APRIL : MAY

2.1.6.1 Organization of materials

2.1.6.2 Course design

2.1.6.3 Organizing the program

2.1.6.4 Conduct of training

2.1.6.5 Field trip

2.1.6.6 Evaluation

2.1.7 Dialogue/Conference/Symposium
on the latest trends on OSH

2.1.7.1 coordination work with
ECD, SCD & HCD

2.1.7.2 assistance in conduct of
dialogue/symposium

2.1.7.3 assistance in preparation
of programs

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August to November

3. Establishment of Network Exchange of information
materials on occupational safety and health

3.1 Coordination with accredited safety and
health training organizations

3.2 Linkages with government and private
offices concerned with occupational safety
and health

3.3 Coordination with trade unions

3.4 Coordination with international organiza-
tions concerned with occupational safety
and health

i. Intelligent awareness by all sectors
concerned of the OSHC, its functions and
services.

4.1 Production of video presentation on the
OSHC for internal & external use

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September to December

June 1988

W O R K P L A N

TPID..... Page 4

1 9 8 8

1 9 8 9

ACTIVITIES	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APRIL	MAY
4.1.1 Production of audio-visual and printed materials for training courses	As needed										
4.1.2 Production of monthly bilingual OSBC Newsletter for external circulation	=====										
	July to December										
4.1.3 Regional information campaign featuring AV presentations & open forums on the OSBC Metro Manila Info. campaign	=====										
	July to December										
4.1.4 Preparation and issuance of press and photo releases as well as video newscliffs, to print broadcast media	As needed										
4.1.5 Handling of correspondence to clientele and other parties or group concerned	As needed										
5. Public Assistance											
5.1 Assistance to callers in the form of referrals, personal attention to their needs and problems	As needed										
6. Annual Accomplishment Report	=====										
6.1. Preparation of Annual Report	Dec. '88-Jan. '89										
6.1.1 rept of TPID											
6.1.2 consolidated report of other Division											
6.1.3 survey report of 3 Division											

TRAINING DESIGN

TOPIC: A SYMPOSIUM ON SERVICES OFFERED BY OSHC

I. INTRODUCTION

The interest of the government in showing concern for workers is expected to increase and broaden with the establishment of the Philippine Occupational Safety and Health Center (OSHC), the first research and health training institution on occupational safety and health in Southeast Asia.

The Center is complete with the most modern medical and laboratory equipment, training facilities, convention hall and mobile units with the necessary instruments. The OSHC will play a central role in occupational safety and health activities through training survey and research, education and public information services.

However, the government realizes that one of the constraints in the successful implementation of occupational safety and health programs is the lack of awareness of both employers and workers on the government's programs for workers' protection.

Towards this end, the need to inform and encourage employers, workers and the public must be carried out by the government itself.

It is for this reason that a symposium on the services being offered by the OSHC will be conducted to orient and inform all sectors involved in occupational safety and health.

II. OBJECTIVES

The symposium is primarily aimed to orient and inform government and private agencies involved in occupational safety and health on the services being offered by the Occupational Safety and Health Center. Specifically, it seeks to:

- a. furnish participants all the information they needed about the OSHC services, particularly on training, research and public information.
- b. involve participants in the administration's program on the prevention of industrial accidents and occupational illnesses.

- c. persuade participants to give suggestions that would improve the services of the OSHC.
- d. establish cooperation among government and private institutions in delineation of their functions and activities to avoid overlapping.

III. TARGET PARTICIPANTS

Fifty (50) participants will be chosen, representing DOLE and other government agencies, accredited training organizations, management/employers groups and trade unions.

The Symposium will be held for one day, morning and afternoon sessions, at the Auditorium of the OSHC. Tentative date is July 26, 1988.

IV. METHODOLOGY

Discussion method will be used where a panel of discussants will be invited to discuss certain topics related to services offered by OSHC. An open forum will follow to get the reactions/views of participants. Audio-visual aids will be utilized for better presentation of the topics. A tour of the offices, service and laboratory facilities will be undertaken.

V. TOPICS OF DISCUSSION

1. Historical Background of OSHC
2. Philippine-Japan Technical Cooperation
3. Research and Laboratory Services (Medical, Safety Control and Environmental Control)
4. Training and Public Information Services

VII. PROGRAM/ACTIVITIES

Date/Time	Topics	Resource Person
July 26, 1988		
8:00 - 8:30 a.m.	Registration	
8:30 - 9:00 a.m.	Opening Ceremony	OIC, OSHC
9:30 - 10:00 a.m.	Historical Background of OSHC	Director, BWC
10:00 - 10:15 a.m.	Coffee Break	
10:15 - 11:00 a.m.	Philippine-Japan Tech. Cooperation	Dr. R. Tanaka Chief, Advisor
11:00 - 12:00 a.m.	Open Forum	
12:00 - 1:00 p.m.	Lunch Break	
1:00 - 3:00 p.m.	Research & Labo. Services:	
	Health Control	Chief, Health Control Division
	Environmental Control	Chief, Environmental Control Division
	Safety Control	Chief, Safety Control Division
	Training & Public Info. Services	Chief, Training & Public Info. Division
3:00 - 3:15 p.m.	Coffee Break	
3:15 - 4:00 p.m.	Tour of Facilities	
4:00 - 5:00 p.m.	Open Forum	
5:00 - 5:30 p.m.	Closing Ceremony	

VI. FINANCIAL REQUIREMENTS

A. Direct Cost

1. Meal & Snack for

a. 50 participants at P50/person/day	P2,500.00
b. 10 members of secretariat	500.00
c. 10 speakers/guests	500.00

P3,500.00

B. Supplies & Materials

1. 6 pcs blank tape (Maxwell) at P50/pc	300.00
2. 3 reams zerox paper at P130/ream	390.00
3. 2 ream mimeo paper at P80/ream	160.00
4. 1 tube mimeo ink at P150/tube	150.00
5. 1 uire ordinary stencil at P60/quire	60.00
6. 60 pcs brown envelope at P3/pc.	180.00
7. 1 box mailing envelope at P75/box	75.00
8. 1 box staple wire	15.00
9. 3 boxes paper clip	9.00
10. Chalk	9.50
11. 3 pcs cartolina (assorted colors) at P2.50/pc.	7.50
12. Scotch tape (1 roll)	20.00
13. 3 pcs. pentel pen (assorted colors) at P8/pc.	24.00

P1,400.00

C. Gasoline

500.00

D. Miscellaneous

300.00

E. Contingency

300.00

TOTAL

P6,000.00
=====

PROFILE
TRAINING DESIGN

Title : Orientation Seminar for OSHC Personnel
Venue : Occupational Safety and Health Center
Duration : Ten Days
Participants : Newly hired OSHC Personnel

I. Introduction/Rationale

The Occupational Safety and Health Center (OSHC) was established to help and contribute in the prevention of labor accidents and illnesses and solve existing problems related to occupational safety and health. The newly constructed OSHC which is considered as the first in South East Asia in complete with modern facilities and equipment necessary for training, research and public information activities on occupational safety and health.

Cognizant of the need to ensure effectiveness and efficiency of operation and to upgrade the capabilities of the newly hired personnel/staff, the OSHC through the Training and Public Information Division (TPID) will conduct an Orientation Seminar for all OSHC personnel. It aims to familiarize and orient the Center's newly hired personnel on the organizational structure of the Center, their respective functions responsibilities as well as rules and regulations and personnel policies and procedures to be implemented. Introduction to the concept and principles of occupational safety and health will be discussed in order that all personnel of the Center will have a working knowledge of the accident and health programs of the government in relation to the Center's important participation. The orientation seminar also seeks to inculcate the proper motivation and most desirable attitude of OSHC personnel towards public service.

II. Objectives

- A. The overall objective of the program is to enable the participants to develop their knowledge and orientation that will enhance their capabilities in carrying out the services of the Occupational Safety and Health Center. By the end of the two-week period, the participants will be able to:

1. acquaint themselves with the programs and activities of each Division.
2. get the necessary information in all areas of occupational safety and health services provided by the Center.
3. identify their areas for development as employees of the OSHC.
4. acquire some basic knowledge on occupational safety and health.

III. Venue and Duration

The Auditorium of the OSHC will be the venue. Sessions will be held morning and afternoon which will last for ten (10) days.

IV. Participants

The participants will be composed of designated employees of the Center, from Section Chiefs to support personnel.

V. Methodology

Lectures, group discussion and demonstration shall be used. A tour of the offices, service and laboratory facilities of the Center will be part of the training.

VI. Course Outline And Description

MODULE I - - - - Orientation

DOLE Goals and Thrusts
 ECC Role in Relation to OSHC
 BWC Role in Relation to OSHC
 Regional Labor Offices, Role in
 Relation to OSHC
 The OSHC as the New Institution

This module will help set the mood of the participants in order to become more receptive to their individual role as employees of the Center. After this module the participants will be able to:

1. introduce themselves and to put everyone at ease
2. surface their expectations of the programs of the Center

3. related the DOLE missions and thrusts to their functions in the Center
4. relate the roles of other DOLE agencies involved in occupational safety and health to the functions of the OSHC
5. appreciate the technical cooperation and assistance given by Japanese government

MODULE II - - - Functions and Duties of the Finance and Administrative Division

The participants will be introduced to the functions and duties of the Finance and Administrative Division. By the end of the module they will be able to:

1. familiarize with the services rendered by the Division
2. cooperate and coordinate with the Administrative staff in carrying out the functions of the Center
3. learn the simple operation of the different units in the Center for security and safety purposes (airconditioning, telephone, lighting, etc.)

MODULE III - - - Functions and Duties of the Training and Public Information Division (TPID)

The participants will be introduced to the functions and activities of the TPID. By the end of the module, the participants will be able to:

1. understand the framework of the Training and Public Information aspect of the Center
2. familiarize with the different aspects of TPID
3. coordinate with TPID in relation to their training needs
4. coordinate with TPID in the promotion and information campaign of the Center

MODULE IV - - - Functions and Duties of the Health Control Division

The participants will be introduced to the functions and activities of the Health Control Division. By the end of the module, the participants will be able to:

1. understand the nature of the HCD

2. familiarize with the different activities of the HCD
3. coordinate with the HCD in relation to their own functions

MODULE V - - - Functions and Duties of the Environment Control Division

The participants will be introduced to the functions and activities of the ECD. By the end of the module, the participants will be able to:

1. understand the nature of the ECD
2. familiarize with the different activities of the ECD
3. coordinate with the ECD in relation to their own functions

MODULE VI - - - Functions and Duties of the Safety Control Division

The participants will be introduced to the functions and activities of the SCD. By the end of the module, the participants will be able to:

1. understand the nature of the SCD
2. familiarized with the different activities of the SCD
3. coordinate with the SCD in relation to their own functions

MODULE VII - - - Relevance of the Occupational Safety and Health Standards

The participants will be introduced to the significance of the Occupational Safety and Health Standards as an important tool in the enforcement machinery of the DOLE. By the end of the period, the participants will be able to:

1. analyze the general features of the OSHC
2. evaluate the OSHS in terms of its relevance/importance
3. interpret its provisions dealing with general safety and health

MODULE VIII - - Accident Prevention and Control

The participants will learn the nature of accidents, its causes and how it can be controlled or minimized. By the end of the module, they will be able to:

1. know the basic elements in developing a safety program
2. know the common caused factors of accidents
3. appreciate the importance of machine guarding, personal protective devices, etc. in the prevention of accidents

MODULE IX - - - Occupational Health Hazards

The participants will acquire general knowledge on the detection of unsafe/unhealthful conditions of work and the formulation of remedial measures or control. By the end of the sessions, the participants will be able to:

1. identify the biological, physical, chemical and ergonomical hazards in the workplace
2. acquire general knowledge in the use and handling of direct reading and measuring instruments and other technical equipment to determine health hazards.
3. know the significance of industrial hygiene as part of occupational health.

MODULE X - - - Human Factors in Safety and Health

The participants will understand the psychological factors that may be the reasons for the commission of unsafe acts. By the end of the module, they will be able to:

1. recognize the basic needs of individual
2. understand the behavioral factors and how they can be modified to control accidents
3. maintain and arouse interest in occupational safety and health.

VI. Financial Requirements

A. Direct Cost

a) Snacks for:

1. 136 participants/personnel of OSHC at P20/day for 5 days	P 27,200.00
2. 12 speakers/lecturers at P20/day	240.00
3. 8 members of secretariat	1,600.00
	<u>29,040.00</u>

b) Supplies and Materials

ballpen, 36 pcs., P2.50 @	P 360.00
mimeo paper, 6 reams, long P60.00 @	360.00
mimeo ink, 1 tube, P170@	170.00
pentel pen, 6 pcs, assorted colors	60.00
stencil, ordinary, 20 pcs	200.00
brown envelope, 136 pcs.	864.00
scotch tape, 1 roll	50.00
safety pins, 136 pcs. medium size	50.00
cartolina, assorted colors, 6 pcs	40.00
chalk, one box	50.00
	<u>P2,204.00</u>

B. Honorarium for 5 speakers at P20/lecture	P1,000.00
C. Miscellaneous	1,000.00
D. Contingency	1,000.00
	<u>3,204.00</u>
TOTAL	<u>P34,244.00</u> =====

Project Title : Emergency Preparedness Training Course
 Venue : OSHC
 Duration : Three (3) Days
 Participants : 30 Participants coming from the Different Attached Agencies/Offices of the Department of Labor and Employment (DOLE)
 Budget : P15,940.00

FINANCIAL REQUIREMENTS:

A.	Direct Cost	
	1) snacks and meals for 30 participants at P80/day for three (3) days	P7,200.00
	2) For 6 members of secretariat	1,400.00
	3) For guests and lecturers	500.00
B.	Supplies and other training materials.	5,000.00
C.	Honorarium for speakers/lecturers	800.00
D.	Miscellaneous	500.00
E.	Contingency	500.00

	TOTAL	P15,940.00
		=====

Title : Instructors' Training Course
Venue : OSHC
Duration : Two weeks
Participants : DOLE and other government officers who are usually invited as speakers and resource persons during seminars, workshops or conference concerning occupational safety and health.
: Around 30 participants are expected to attend.
Budget : P65,000.00

I. Rationale

The Occupational Safety and Health Center is conceived to be the premier training and research institution on occupational safety and health, as provided by Executive Order No. 307. As an initial step toward this end, it has spearheaded its human development effort by developing an instructors' training course for training officers/resource persons/lecturers of the Department of Labor and Employment and other government agencies concerned with the prevention of industrial accident and occupational illnesses.

The Instructors' Training Course hopes to produce the corps of competent staff development officers who can conduct and act as effective and forceful speakers/lectures during seminars/workshops/conferences concerning occupational safety and health.

II. Objectives

The over all objective of the course is to enable the participants to develop the knowledge, skills and orientation that will enhance their capabilities as resource speaker/lecturers on occupational safety and health.

III. Methodology

The training techniques incorporated in the course include lecture-discussion, case study, workshops, structure learning experience, micro-teaching, etc. These methods will be utilized for instructional purpose as well as to demonstrate training methodologies that the participants can use in their own activities.

IV. Course Outline

- A. Pre-Program Orientation
- B. The Role of Safety and Health Instructor
- C. Human Factors in Health and Safety
- D. Communication Skills
- E. Principles of Learning
- F. Training Methodologies
- G. Course designing - Lessor Planning
- H. Practice Lesson (Practicum)

V. Financial Requirements

A. Direct Cost

1) Meals and snacks for 30 live-in participants at P80/day	P36,000.00
2) 6 members of secretariat for 15 days	7,200.00
3) Snacks for speakers/lecturers	800.00
B. Supplies and Other Training Materials. . .	12,000.00
C. Honorarium for speakers/lecturers at P200/lecture	5,000.00
D. Miscellaneous	2,000.00
E. Contingency	2,000.00
	<hr/>
	P65,000.00

Title : Training for Newly Hired LEDO's On Occupational Safety and Health

Venue : OSHC

Duration : Five (5) Days

Participant : Newly Hired LEDO's of the Department of Labor And Employment (30 participants are expected to attend)

Budget : P36,200.00

FINANCIAL REQUIREMENTS:

A. Direct Cost

1. Snacks and meals for 30 live-in participants at P80/day for 5 days.	P12,000
2. Snacks & meals for 6 members of secretariat..	2,400
3. For guests/lecturers/speakers	800

	P 15,200.00

B. Supplies and other materials 15,000

C. Honorarium for speakers/lecturers 2,000

D. Miscellaneous 2,000

E. Contingency 22,000

21,000.00

TOTAL

P 36,200.00

Title : Occupational Safety and Health Training Course for Industrial Supervisors

Venue : Occupational Safety and Health Center

Duration : One Week (7 days) excluding holiday

Participants : Supervisors from big establishments in Metro Manila (50 participants are expected to attend)

Budget : P52,860.00

I. Rationale

Supervisors play a vital role in the prevention of occupational illnesses and accidents. Cognizant of the need to enhance their knowledge, skills and attitudes on occupational Safety and Health Center through the Training and Public Information Division will conduct a safety and health training course for industrial supervisors as part of its occupational safety and health activities. The industrial supervisors should have the knowledge and expertise in all matters pertaining to the health and safety of workers at workplace to make them a truly effective supervisors.

II. Objective

The training course is designed to meet the need of industrial supervisors to develop and enhance their knowledge, skills and attitudes in the field of occupational safety and health. With this training, it is expected that the health and safety programs of various establishments in the country will be improved and compliance with the requirements of the OSH standards will be met.

III. Methodology

Resource persons will be invited.

Discussion, lecture, case study, workshop/demonstration and other forms of training techniques will be used.

Available audio-visual aids will be utilized.

IV. Course Outline

Part I

A. Orientation

- a) requirements of the course
- b) objectives of the course
- c) overview of the OSH Standards

B. Safety and Health Subjects

- 1) Responsibility for Safety
- 2) Safety Programing
- 3) The Safety Committee
- 4) Accident Records System and Analysis
- 5) Occupational Health Programming
- 6) Materials Handling
- 7) Proper Storage and Stocking
- 8) Machine Guarding
- 9) Electrical Hazards
- 10) Fire Prevention and Protection
- 11) Occupational Health Hazards, Evaluation and Control
- 12) Safety Inspection - Hazards Detection
 - a) Plant Housekeeping
 - b) Plant Maintenance
 - c) Plant Lay-out and Management
 - d) Plant Inspection
- 13) Human Element in Safety
- 14) Arousing and Maintaining Interest in Safety

Part II

A. Trainers' Subject

- 1) Effective Communication
- 2) Principle and Methods of Instruction

Part III

A. Application

- 1) Instrumentation
- 2) Laboratory and case studies

Part IV
EVALUATION

V. Financial Requirement

A. Direct cost

- 1) Meals and Snacks for 50 participants
at P80/day for 7 days P28,000.00
- 2) Meals and Snacks for 6 members of
secretariat for 7 days 3,360.00
- 3) Meals and snacks for speakers 400.00

B. Training materials 12,000.00

C. Honorarium for speakers/lecturers 1,500.00

D. Miscellanenous 2,000.00

E. Contingency 2,000.00

TOTAL 52,860.00
=====

Project Title : Training of Personnel by JICA Expert (Staff Development)

Lead Agency : JICA

Participants : Training and Public Information Division Staff (20 TPID personnel are expected to be Trained)

Duration : September - December

I. Objectives:

1. To develop knowledge, skills and orientation that will enhance the capability of the TPID staff in carrying out the assigned task.
2. To increase expertise in preparing training program and curriculum for private and government sectors.

II. Activities:

1. Classroom discussions and lectures on management of training in occupational safety and health.
2. Supervision in the preparation of training programs and curriculum for gov't private sectors.
3. Analysis on existing data on training management and curriculum development.
4. Actual preparation of instructors manuals, textbooks and other training materials:
 - a. gathering of data
 - b. drafting
 - c. editing
 - d. printing
 - e. dissemination

III. Budget Requirement

Production of training manuals	P 20,000.00
other supplies and materials	5,000.00
contingency	2,000.00
miscellaneous	3,000.00

	P 30,000.00

Project Title : Counterpart Training in Japan in Handling Audio-Visual Equipment

Executing Agency : JICA

Participant : 1 Counterpart Personnel from TPID

Duration : November 1988 - March 1989

I. Objectives

1. To develop knowledge, skills and orientation that will enhance the capability in handling audio-visual teaching equipment.
2. To increase expertise in operating/handling audio-visual teaching equipment.

II. Activities

1. Classroom lectures and discussions
2. Actual operation and handling of audio-visual teaching equipment
3. Observation tours/visits to training centers

III. Budgetary Requirements

Pre-Departure Allowance P	300.00
Clothing Allowance	1,000.00 or \$46.75
In-land Travel Expenses \$	10/day or
	210.00/day for
	210/day=P44,100

TOTAL	P 45,400.00

Project Title : Publication of OSHC Newsletter
Division : Training & Public Information Division
Duration : July to December 1988

I. RATIONALE

A regular newsletter is an effective medium of communication and information. Through it the OSHC's functions, services and activities will be projected to the reading publics.

II. OBJECTIVE:

The primary aim of the OSHC Newsletter is to disseminate information on the functions, goals, relevant activities of the Center for the enlightenment of the various sectors concerned.

III. METHODOLOGY/STRATEGY:

Copies of the Newsletter will be mailed to subscribers composed of OSH practitioners, personnel/ administrative officers, trade union officers, providers of medical care services and other parties or agencies concerned. Some will be distributed as handouts during the regional public information campaign and other during training programs of seminars at the OSHC.

The OSHC Newsletter will also carry items about employees compensation cases, especially those relating to OSH. It will be bilingual (English and Filipino), so that the ordinary factory worker will understand and appreciate it better.

IV. SPECIFICATIONS:

Frequency : Quarterly
Circulation : 10,000 copies/issue
No. of pages : 8
Size : 7' x 10"
Stock : Bookpaper, 60 lbs.

V. FINANCIAL REQUIREMENTS (2 issues)

10	bundles of bookpaper	P 2,440.00
	postage	12,000.00
4	Zinc plates.....	2,000.00
	Photo/Art work materials.....	500.00
	Miscellaneous	500.00
		<u>P17,440.00</u>
		=====

Project Title : Regional Public Information Campaign
Venue : Different Regions
Duration : 18 days (3 days per month)
Participants : OSH Practitioners, DOLE Labor Inspectors,
Personnel/Administrative Officers,
Providers Trade Union Officers of Medical
Care Services, and Factory Workers

I. RATIONALE:

Being a newly established institution, the Occupational Safety and Health Center should be "popularized" among the different sectors concerned in various regions of the country. There is a paramount need to acquaint the people not only with the OSHC services, goals and functions but also with the government's occupational safety and health program. A massive information drive is expected to meet such need.

II. OBJECTIVE:

The Regional Public Information Campaign aims to make the participants intelligently aware of the functions, goals and services of the OSHC and their relevance to the ultimate goals of productivity and national development.

III. METHODOLOGY/STRATEGY:

The Public Information Team will conduct a video presentation on the OSHC at every venue to be followed by an open forum. Pamphlets on the OSHC services will be distributed among the participants before the presentation. To insure maximum participation, close coordination with the DOLE regional offices will be effected.

IV. FINANCIAL REQUIREMENTS:

(Please see attached schedule)

BREAKDOWN OF REGIONAL PUBLIC INFORMATION BUDGET
(JULY-DECEMBER 1988)

Places	Dates	No. of	Transportation	Cash	Total
REGION VI					
Bacolod City	July 18	4	P 8,000.00	P 6,000.00	P14,000
Iloilo City	20				
Kalibo Aklan	22				
REGION VII					
Cebu City	Aug. 22	4	10,000.00	7,000.00	17,000
Mandanue City	24				
Tagbilaran City	26				
REGION VIII					
Taclocan City	Sept. 20	4	7,500.00	6,000.00	13,500
Catbalogan					
Samar	22				
REGION IX.					
Davao City	Oct. 17	4	13,500.00	7,000.00	20,000
Zamboanga City	19				
REGION X					
Cotabato City	Nov. 21	4	P 10,000.00	6,000.00	16,000
Sultan Kudarat	23				
REGION XII					
Puerto Princesa	Dec. 5	4	10,500.00	P 7,000.00	17,500
Occ. Mindoro	12				
TOTAL			P 59,500.00	P39,000.00	
GRAND TOTAL					P98,500

METRO MANILA & REGIONS 3 & 4A
(Two or three times a week)

PLACES	DATES	NO. OF PERSONS	TRANSPORTATION (GAS)	CASH ADVANCES	TOTAL
Manila	July 1-15	4	P 1,000.00	-	P1,000.00
Quezon City	July 17-31	4	1,000.00	-	1,000.00
Caloocan	August 2-15	4	1,000.00	-	1,000.00
Pasay City	August 17-31	4	1,000.00	-	1,000.00
Makati	Sept. 2-16	4	1,000.00	-	1,000.00
Pasig	Sept. 18-30	4	1,000.00	-	1,000.00
Olongapo City	Oct. 3-6	4	800.00	2,500.00	3,300.00
Batangas City	Oct. 15-16	4	800.00	2,500.00	3,300.00
San Pablo	Oct. 24-27	4	800.00	2,500.00	3,300.00
Cabanatuan City	Nov. 6-9	4	800.00	2,500.00	3,300.00
San Fernando	Nov. 15-18	4	800.00	2,500.00	3,300.00
Malolos	Dec. 2-5	4	600.00	2,500.00	3,100.00
Balanga	Dec. 10-13	4	800.00	2,500.00	3,300.00
TOTAL			P11,400.00	P17,500.00	P28,900.00

Project Title : Production of a 20-Minute Video Presentation on the OSHC

Division : Training and Public Information Division

Duration : 30 Days

I. Rationale:

Video presentations are an effective tool in the OSHC's public information campaign. They have quite an impact because appeal is made both to the audience's eyes and ears. And they are not expensive to produce considering that the TPID itself will handle their production.

II. Objective:

To enlighten the public concerned on the OSHC functions and services through a video presentation, to be shown all over the country by the OSHC Public Information Team.

III. Methodology/Strategy:

Both in-house and location shootings of the needed video scenes will be made. Recording of the audio, as well as the editing of the entire production, will be done at the OSHC audio-visual room. All the equipment and talents to be employed, with the exception of the voicing, will be supplied by the TPID.

IV. Financial Requirements:

A. Direct Cost

a) Voicing	P 3,000.00
b) Supplies and materials for art work	500.00
c) Gasoline	1,000.00

B. Miscellaneous	500.00
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Total	<u>P 5,000.00</u>
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Project Title : Publication of an Annual Report
Division : Training and Public Information Division
Duration : 30 Days

I. Rationale:

The Annual Report contains comprehensive data or information on the services and activities rendered and undertaken by the OSHC within the first year of its operation (July-December 1988). As such it will be a valuable publication from both the informational and historical viewpoints. It will also be a handy reference material for future researchers.

II. Objective:

The Annual Report aims to keep all parties and agencies concerned posted on the accomplishments of the OSHC during the period under review. The project also aims to compile, for historical and reference purposes, the pertinent facts and figures regarding the Center's first-year operation.

III. Methodology/Strategy:

The Annual Report may be printed entirely either by the TPID printing unit or by an outside printer - depending on the quality desired. Or the cover alone may be done by the private printer and the inside pages by the TPID. If color photos are to be used, the printing job should be undertaken by a qualified commercial printer.

Copies of the Annual Report will be sent out to selected government offices and private agencies, local and international.

IV. Specifications:

Size: 9" x 12"

No. of copies: 1,000

No. of pages : 32

Cover:

Foldcote, 120 lbs. laminated and with full-color photo

Inside:

Coated, with full-color photos

V. Budgetary Requirements:

1,000 copies of OSHC Annual Report	P35,000.00
500 brown envelopes	1,800.00
Postage (for 500 copies)	1,000.00

Total	P37,800.00

OSHC CORPORATE OPERATING BUDGET 1988

OCCUPATIONAL SAFETY & HEALTH CENTER
CORPORATE OPERATING BUDGET SUMMARY
July to December 31, 1988

Description of Expenditures	Amount
I. GOVERNING BOARD EXPENSES	P 145,800.00
II. ADMINISTRATION	
Personal Services	4,093,783.00
Maintenance & Other Operating Expenses	3,747,659.00
Equipment Outlay	1,386,463.00
Total Administration Expenses	<u>9,227,905.00</u>
GRAND TOTAL	P <u>9,373,705.00</u> =====

Prepared by:

Submitted by:

MOISES C. FERARO
Chief Corporate Accountant

JORGE B. CONTRERAS
Executive Director

August 24, 1988
ECC/ryj high

OCCUPATIONAL SAFETY & HEALTH CENTER
CORPORATE OPERATING BUDGET
July to December 31, 1988

DESCRIPTION OF EXPENDITURES	1988 PROPOSED BUDGET
I. GOVERNING BOARD PROPER	
1.0 Personal Services:	
1.1 Per Diems of the members of the Board - PD 626 and E.O. 307	16,800.00
2.0 Maintenance and Other Operating Expenses:	
2.1 Actual Transportation and Representation Expenses PD 626	129,000.00
Total OSHC Governing Board Proper	<u>145,800.00</u>
 II. ADMINISTRATION	
1.0 Personal Services:	
1.1 Salaries - Itemized Position	2,167,306.00
1.2 Contribution to the GSIS Life and Retirement Insurance Premium	205,894.00
1.3 Contribution to Health Insurance Premium	10,950.00
1.4 Contribution to the Employees Compensation	27,805.00
1.5 Contribution to the Pag-Ibig Fund	55,610.00
1.6 Cost of Living Allowance	613,200.00
1.7 Clothing Allowance	146,000.00
1.8 Christmas Bonus	507,218.00
1.9 Honorarium of Consultants	162,600.00
1.10 Transportation and Representation Allowance of the Executive Directors & Staff Member	91,200.00
1.11 Seminars and Staff Dev't.	91,000.00
1.12 Physical Fitness and other Cultural Activities	15,000.00
Total Personal Services	<u>4,093,783.00</u>

OCCUPATIONAL SAFETY & HEALTH CENTER
CORPORATE OPERATING BUDGET
July to December 31, 1988

DESCRIPTION OF EXPENDITURES	1988 PROPOSED BUDGET
2.0 MAINTENANCE AND OTHER OPERATING EXPENSES:	
2.1 Travelling Expenses -	
Foreign	240,100.00
Local	98,280.00
2.2 Communication Services	79,620.00
2.3 Repair & Maintenance -	
Office Equipment	100,000.00
Building	75,000.00
2.4 Other Services:	
2.4.1 Commission Meeting Exps.	12,000.00
2.4.2 Joint Committee Meeting Expenses	12,000.00
2.4.3 Contributions & Donations	20,000.00
2.4.4 Promotional Fund	220,000.00
2.4.5 Discretionary Expenses of the Executive Director	25,000.00
2.4.6 Other Miscellaneous Exps.	150,000.00
2.5 Supplies & Materials	1,261,681.00
2.6 Books & Periodicals/e	50,000.00
2.7 Electricity, Light & Water	672,000.00
2.8 Contractual Services -	
Janitorials	282,618.00
Security Guards	260,610.00
2.9 Auditing Services	100,000.00
2.10 Maintenance of motor vehicles including purchase of gasoline, oil, spare parts & servicing	88,750.00
TOTAL MAINTENANCE & OTHER OPERATING EXPENSES	3,747,659.00

OCCUPATIONAL SAFETY & HEALTH CENTER
CORPORATE OPERATING BUDGET
July to December 31, 1988

DESCRIPTION OF EXPENDITURES	1988 PROPOSED BUDGET
3.0 Equipment Outlay:	
3.1 Furnitures, Fixtures, Office Equipment	1,386,463.00
Total Equipment Outlay	<u>1,386,463.00</u>
Total Administration + MOE + Equipment Outlay	<u>9,227,905.00</u>
TOTAL APPROPRIATION CALENDAR YEAR 1988	<u>9,373,705.00</u> =====

Prepared by:

MOISES C. FERARO
Chief Corporate Accountant

Submitted by:

JORGE B. CONTRERAS
Executive Director

August 22, 1988
ECC/ryj high

OCCUPATIONAL SAFETY & HEALTH CENTER
CORPORATE OPERATING BUDGET SUMMARY
July to December 31, 1988

EXPLANATORY NOTE: ADMINISTRATION - PERSONAL SERVICES

1.0 Personal Services:

1.1 Salaries - Itemized Positions (P2,408,118 x 90%)	P 2,167,306.00
1.2 Contributions to the GSIS Life and Retirement Insurance Premium (P2,167,306 x 9.5%)	205,894.00
1.3 Contributions to the Health Insurance (P12.50 x 146 x 6 months)	10,950.00
1.4 Contributions to the Employees Compensation (P2,167,306 + P613,000 x 1%)	27,805.00
1.5 Contributions to the Pag-ibg Funds * 2 % of the total filled positions for personnel who opted to be member with the Fund. Coverage is voluntary for both workers and employers in the private sectors. For government workers who desire coverage, the employer is compulsorily covered. (P2,167,306 + P613,200 x 2%)	55,610.00
1.6 Cost of Living Allowance (P700.00 x 146 x 6 months)	613,200.00
1.7 Clothing Allowance (146 x P2,000.00)	292,000.00
1.8 Christmas Bonus One month basic salary plus P1,000 (90% of P401,353 + P146,000)	507,218.00
1.9 Honorarium of Consultants Lump sum appropriation for honorarium	162,600.00
1.10 Transportation & Representation Allowance of Executive Director and Staff:	
Executive Director (P 2,400 x 6 mos.)	P 14,400.00
Deputy Exec. Dir. (P 2,000 x 6 mos.)	12,000.00
Staff (6 members x P1,800 x 6 mos.)	64,800.00
	91,200.00

OCCUPATIONAL SAFETY & HEALTH CENTER
CORPORATE OPERATING BUDGET SUMMARY
July to December 31, 1988

EXPLANATORY NOTE: ADMINISTRATION - PERSONAL SERVICES

1.11 Seminars and Staff Development

Expenses for seminars and conferences fees conducted by other government agencies for OSHC officials and employees; seminars to be conducted by the OSHC for its officials and employees including honorarium of resource speakers to upgrade capabilities of OSHC staff. 91,000.00

1.12 Physical Fitness and Cultural Program:

Expenses for uniforms of OSHC employees participating in the athletic and cultural programs of the DOLE including foods and other miscellaneous expenses. 15,000.00

Total Personal Services P 4,239,783.00
=====

August 9, 1988
ECC/ryj high

EXPLANATORY NOTES: ADMINISTRATION-MAINTENANCE AND OTHER OPERATING EXPENSES:

2.0 Maintenance and Other Operating Expenses:

2.1 Travelling Expenses:

Foreign Travel	P	240,100.00
Local Travel		
Travelling expenses of messengers: Other officials and employees of the OSBC who may be authorized to travel on official time outside of their official station (per diems, plane fare and other incidental expenses)		98,280.00

2.2 Communication Services:

Telephone	P28,620.00	
Telegrams	10,000.00	
Cablegrams	30,000.00	
Stamps	11,000.00	79,620.00

2.3 Repairs and Maintenance:

Office equipment: spare parts	75,000.00	
servicing and maintenance	25,000.00	100,000.00

OSBC Building:

Maintenance of the building including equipment permanently attached to the building	40,000.00	
Contract of services for electrical and plumbing inspections	35,000.00	75,000.00

2.4 Other Services:

2.4.1 Commission Meeting Expenses: (P2,000/meeting x 6 mos.)		12,000.00
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2.4.2 Joint Committee Meeting Expenses: (P2,000/meeting x 6 mos.)		12,000.00
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2.4.3 Contributions and Donations:		
Expenses for contributions and donations to charitable and civic organizations authorized by the government to receive such amounts	P	20,000.00
2.4.4 Promotional Fund:		
Advertisements in publications and newspaper		220,000.00
2.4.5 Discretionary expenses of the Executive Director-OSBC:		
Expenses for official entertainment and other miscellaneous expenses in connection with his official duties as Executive Director, payments to be made on reimbursement basis duly supported by receipts		25,000.00
2.4.6 Other miscellaneous expenses:		
Expenses which cannot be classified among the expenses enumerated under Maintenance and Other Operating Expenses such as staff meeting expenses, media relation expenses, garbage disposals, fidelity bond premium, water cooler, rentals, etc.		150,000.00
2.4.7 Property Insurance Premiums:		
Lump sum Appropriation of Insurance Premium		---
2.5 Supplies and Materials:		
For the purchase of office supplies and materials, electrical supplies, and other supplies and materials officially used by OSBC (5 divisions x 140,000/div.)		1,261,681.00
2.6 Books and Periodicals:		
Purchase of books bounded memorandum Circulars of COA, CSC; subscription to newspapers and magazines		50,000.00
2.7 Electricity Light and Water:		
Electricity (average monthly bill at P100,000 x 6 mos.)	P	600,000.00
Water (average monthly bill of P7,000 x 6 mos.)		42,000.00
LPG Gas-Petroleum (average monthly bill of P5,000 x 6 mos.)		30,000.00

		672,000.00

2.8 Contractual Services:

Janitorial at P2,243.00/janitors/mo.
(P2,243.00 x 15 janitors x 6 mos.)
(5 janitors x 3 bldg. = 18 janitors and 3
chambermaids for the dormitory) P 282,618.00

Security Guards at P3,102.51/guard/mo.
(P3,102.51 x 14 guards x 6 mos.)
(1st shift = 4; 2nd shift = 4; 3rd shift = 6) 260,610.00

2.9 Auditing Services:

For cost of auditing services rendered by the
personnel of COA to the OSUC including salaries
and fringes, purchase of office supplies and
materials and equipment 100,000.00

2.10 Maintenance of motor vehicle including gasoline,
oil, spare parts and servicing

Gasoline and Oil	53,750.00	
Spare Parts	25,000.00	
Servicing and Maintenance	10,000.00	88,750.00

TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES P3,747,659.00

**SCHEDULE OF JAPANESE LONG TERM AND
SHORT TERM EXPERTS AND COUNTERPART
TRAINING FOR OSHC PERSONNEL**

TENTATIVE SCHEDULE ON JAPANESE LONG-TERM AND SHORT-TERM EXPERTS IN 1988 AND C/P TRAINING IN JAPAN

I. HEALTH CONTROL DIVISION	'88		'89												
	May	Jun.	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	
Long-Term Experts					1/2										
Short-Term Experts (1) X-Ray Technician (2) Medical Technologist					3 months										
C/P Training in Japan															
	None														

II. ENVIRONMENT CONTROL DIVISION	'88		'89												
	May	Jun.	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	
Long-Term Expert															
Short-Term Expert (Respirator)							3 months								
C/P Training in Japan															
	4 months (from Feb. to May)														
	① Japanese Language ② Respirator ③ Local Exhaust Ventilation														

III. SAFETY CONTROL DIVISION	'88												'89											
	May	Jun.	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jan.	Feb.	Mar.	Apr.	May	Jun.				
Long-Term Expert																							
Short-Term Expert (Boiler) ←===== 3 months =====→																							
C/P Training in Japan 6 months (from Feb. to Jul.) ① Japanese Language ② Boiler & Pressure Vessel ③ Personal Protective Equipment																							

IV. TRAINING & INFORMATION DIVISION	'88												'89											
	May	Jun.	July	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jan.	Feb.	Mar.	Apr.	May	Jun.				
Long-Term Expert																							
Short-Term Expert (Audio Visual) 10/1 3 months ←=====																							
C/P Training in Japan 4 months (from Feb. to May) ① Japanese Language ② Audio Visual Production ③ Audio Visual Equipment Service																							

DRAFT

Meeting: OSHC JOINT COMMITTEE MEETING NO.1
Job Title & No.: The Occupational Safety & Health Center
(0001)

Date: August 25, 1988

Place: Conference Room
3rd Floor
Training & Research Building
OSHC Complex
North Avenue cor. Science Rd.
Diliman, Quezon City

Present: Philippine Side:

HON. Ricardo C. Castro	Undersecretary of Labor & Employment	Chairman
Dir. Augusto G. Sanchez	Bureau of Working Conditions (BWC) Dept. of Labor & Employment	Member
Dep. Exec. Director Helen D. Custodio	Employees Compensation Commission (ECC) concurrently Officer- in-Charge Occupational Safety & Health Center	Member

Japanese Side:

Dr. Ryuji Tanaka	JICA Chief Adviser	Member
Mr. Soichi Ogasawara	JICA Coordinator	Member
Mr. Yukimasa Urashima	Working Environment Control Expert	Member
Mr. Koji Matsuda	Occupational Safety Control Expert	Member
Mr. Katsuhiko Ozawa	Asst. Resident Representative JICA Philippine Office	Member

Absent: Philippine Side

Exec. Director Jorge Contreras	Employees Compensation Commission (ECC)	Member
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Japanese Side:

Mr. Moriya Miyamoto	Resident Representative JICA Philippine Office	Member
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In attendance as observer:

Ms. Corazon Alfonso	Chief, International Labor Affairs Servic
Ms. Divina Fullon	International Labor Affairs Service
Mr. Shigeru Asuka	First Secretary, Embassy of Japan

- / -

A. Items discussed:

1. The meeting was called to order at 2:00 p.m. by Hon. Ricardo C. Castro by welcoming the Japanese Panel to the first meeting of the Joint Committee.
2. This meeting was convoked to tackle the progress of implementation of the 1988 OSHC Workplan; the proposed 1988 OSHC Corporate operating budget; the Technical Cooperation Program with respect to the schedule of Short-term Experts for 1988 and Counterpart Training in Japan for the year 1988; and Recruitment of Counterpart Personnel.
3. Hon. Ricardo C. Castro provided the Committee a backgrounder on the creation of the Joint Committee and a brief report on the activities made by the Philippine Side in an attempt to operationalize the Center.

The salient features of the briefing were as follows:

- a. The Secretary of Labor & Employment created the OSHC Joint Committee under Administrative Order No. 98-A on August 5, 1988. On the Philippine Side, Undersecretary Castro acts as Chairman with ECC Executive Director Jorge B. Contreras, BWC Director Augusto G. Sanchez, and ECC Deputy Exec. Director and concurrently OSHC Officer-In-Charge Helen D. Custodio as members. On the Japanese Side, the members include JICA Chief Adviser Dr. Ryuji Tanaka, JICA Coordinator, Soichi Ogasawara, Environment Control Expert Yukimasa Urashima, Occupational Safety Control Expert Koji Matsuda, JICA Representative Moriya Miyamoto.
- b. In an attempt to operationalize the OSHC, personnel from the Bureau of Working Conditions (BWC) and Employees Compensation Commission (ECC) were assigned temporarily to form the core members of the Center. At the same time, ECC Deputy Exec. Director Helen D. Custodio was assigned as Officer-In-Charge to oversee the management of the Center.

- c. The workplan for 1988 and the Plantilla of positions as well as the corporate budget for July-December 1988 were approved in principle by the OSHC Governing Board meeting in July and confirmed by the same board in August 1988.
 - d. Both the Plantilla of positions and the OSHC Corporate Budget have been submitted to the Dept. of Budget and Management (DBM) for approval.
 - e. In view of the interim operation of the Center, 25 technical positions were approved by DBM for hiring on contractual basis. These personnel are now being screened for immediate hiring.
4. At this point, Mr. Ozawa of JICA Philippine Office urged the Philippine side to hurry up the process of hiring the full staff members of the Center since some sectors in their government have already cast their doubts and quite disappointed with the inoperation of the Center. Hon. Castro on the other hand, explained that the full staff of the Center cannot be hired because the DBM has not yet approved the plantilla of positions. However, he said that DBM had given him a verbal commitment of providing positive actions on the OSHC plantilla and budget - 10 days after its submission on August 17.

Dep. Exec. Director Helen Custodio added that the plantilla was only recently submitted because the original position descriptions which was submitted earlier had to be revised in order to acquire higher salary grades for the technical positions. Hon. Castro also gave the Japanese Panel a big assurance that both the plantilla and budget will be approved by DBM and expressed his hope that by next month the Center will be functioning fully.

5. Hon. R. C. Castro also informed the Committee that a proposed bill has been filed in the Senate which allows the OSHC to be attached to the DOLE instead of the ECC. The bill numbered as Senate Bill No. 698 is sponsored by Senator Ernesto Herrera and Congressman Veloso in the Lower House. Under the proposed bill, Director Sanchez explained that the OSHC will have its own governing board of tripartite composition composed of members from BWC, ECC, Management

and labor. In addition, every employer will be required to contribute P1.00 for every workers not exceeding P3000 per employer to the research fund for OSHC 's Research Activities.

6. Hon. R. C. Castro mentioned that DOLE is entering into an agreement with OSHC on the plan to equip the Regional Offices with basic Work Environment Measurement instruments to be used by the inspectors. Dir. A. Sanchez added that the Center can help in the training of the Labor Inspectors before they are given the instruments. This move was welcomed by the Japanese Panel saying that the equipping of the Regional Offices with such equipment was contained in the Records of Discussion.
7. In terms of the services offered by the Center, Chairman Castro reported that a lot of people are requesting to use the facilities of the Center. He said that several trainings have been held in the training rooms of OSHC and many are still being scheduled both for local and international seminars. For promotional start, he said that even non-OSH related trainings and seminars will be allowed at this time. Mr. Ozawa commented that such activities can be undertaken as long as the regular operation of the Center will not be disturbed.
8. Both the Philippine and Japanese members of the Committee evaluated the implementation of the proposed workplan for each of the four technical divisions of the Center.

For the Health Control Division, the following points were tackled:

a. Hiring of additional physicians:

In line with the staff development program of Health Control Division, Hon. R. C. Castro pointed out the need to hire four more physicians in addition to the other four (4) interim physicians currently at HCD. The training schedule was moved to September in time with the arrival of Dr. Yamazaki, long term expert of HCD. It was agreed upon that the four physicians currently with the Center will be trained in the meantime while waiting for the other doctors to be hired. A separate lecture will be conducted for them later.

b. Involvement of DOLE physicians in the training:

Dir. Sanchez suggested the involvement of the other DOLE physicians in the said training inasmuch as the DOLE physicians are also involved in occupational safety and health activities. The suggestion was accepted by Dr. Tanaka saying that the lectures can be shared by both the physicians of the Center and the DOLE. He added that if needed, arrangements will be made for training in special instruments.

c. Training of X-ray Technicians:

The Philippine panel reported that 3 X-ray technicians had been trained during the turn-over of equipment.

d. Appointment of other HCD personnel:

Chairman R. C. Castro mentioned that two (2) more contractual Industrial Nurse will be hired in addition to one Industrial Nurse presently working at HCD and three (3) Medical Technologists will be appointed soon, also on contractual basis.

For Environment Control Division, the following points were discussed:

1. Training of counterparts by JICA experts:

At present, three (3) Core group members are being trained on WEM by Mr. Urashima, Environment Control Expert and the training was on schedule.

2. Technical Services:

The ECD had already started working on the requests of companies like Manila Midtown Hotel and Johnson & Johnson, Inc. for work environment evaluation.

3. Fact-finding Survey on Ceramics Industry:

The scheduled activities for this program was delayed since the staff have not been hired. It is suggested that the questionnaire for the survey should be started next month.

4. Standard Forms & Guidelines:

Standard Forms for Personal Dust Measurement has already been prepared while the other guidelines will be made on the succeeding months.

For Safety Control Division, the following points, were discussed:

1. Training of counterpart by JICA expert:

The schedule of training in Safety Control is delayed since the counterpart staff have not yet been hired.

2. Other activities of the Division

The other activities of the Division such as conduct of tests on Protective Equipment, training on Boilers, Pressure Vessels, etc. were re-scheduled in September.

For Training & Public Information Division, the following points were discussed:

1. Schedule of Trainings to be conducted by TPID:

Most trainings to be conducted by TPID which are behind schedules were rescheduled as follows:

- a. Training of 136 OSHC Staffs - October to November
- b. Training of Public & Private personnel on OSH - October
- c. Training of DOLE personnel on Emergency Preparedness - October
- d. Trainor's Training on OSH - October
- e. Newly hired Inspectors (LEDOs) - October to December
- f. Industrial Supervisors - December
- g. Dialogue - September

2. Other activities of the Division:

- a. Establishment of Network for OSH data

and information - December

- b. Production of video for trainings - This will follow the schedule of Trainings and will depend on the content of the Training modules.
 - c. Production of video presentation about OSHC - This has been finished but still subject to improvement.
 - d. Bilingual Newsletter - October
 - e. Regional Information Presentation - It was suggested by Chairman Castro that the concepts should be revised in favor of a more effective concepts on information dissemination such as radio or TV ads.
9. On staff recruitment, Chairman Castro also informed the Committee that the OSH Governing Board had given the go-signal to OSHC to formulate the criteria and policies in the preliminary recruitment of the regular personnel of the Center while still waiting for the approval of the budget.
10. Dr. Tanaka inquired if applicants for technical positions will be given written examinations aside from the regular interviews. OIC Helen Custodio answered that screened applicants will be referred to the Bureau of Local Employment (BLE) for Aptitude/IQ Tests aside from the interview to be conducted by the screening panel. Interested members of the core group however, are exempted from undergoing the regular screening process. Also, the hired contractuels will be given permanent appointment once the budget is approved. The Japanese panel insisted that Dr. Tanaka be given a hand in observing the activities of the casuals.
11. Asked by Mr. Asuka if open-advertisement to announce the job openings of the Center will be made, OIC Helen Custodio explained that there have been enough applications received by OSHC earlier. However, in case no qualified applicants fits in a specific position, an advertisement will be made to attract other qualified applicants.

12. Asked by the Japanese Panel on how many personnel from BWC and ECC will transfer to the Center, DIC Custodio answered that many parties from the DOLE were interested in working with the Center. Chairman Castro suggested that 60% from DOLE employees and 40% from open-market would be a good formula for staff composition of the Center.
13. With regards to the appointment of the permanent OSHC Executive Director, Chairman Castro explained that only President Aquino has the power to appoint the Executive Director and that the time to appoint cannot be dictated to Her Excellency. He added that the Secretary of Labor can only recommend to the President who the Director will be.
14. DIC Helen Custodio, on discussion about the OSHC Budget, explained that it is now with the Dept. of Budget & Management for approval. She also explained the pre-operational budget to the Committee. She said that the excess money from the ₱9,498,716.46 pre-operational budget will be obligated to other expenses such as in the building of an Annex Administration Building, the airconditioning of the Dormitory and other storage and staff rooms in the Training & Research Building.
15. The Philippine side clarified that fees collected from technical services rendered will be placed in a separate account and made into a Trust Fund. This fund will be utilized in conducting research activities.
16. The schedule of long and short term experts as well as for the counterpart trainings in Japan was explained by Dr. Tanaka. He reported that the A-1 form for the short term experts has already been submitted to NEDA. The schedules of experts including counterpart training in Japan were as follows:

Health Control Division:

Short Term Expert on X-Ray Technology - October
(3 months)

Short Term Expert on Medical Technology -
September (3 months)

Environment Control Division:

Short Term Expert on Respirator - September (3 months)

Counterpart Training in Japan - February (4 months)

Safety Control Division:

Short Term Expert on Boiler - October (3 months)

Counterpart Training in Japan - February (6 months)

Training & Information Division:

Short Term Expert on Audio-Visual - September (2 months)

Counterpart Training in Japan - February (4 months)

17. On other matters related to the operation of the Center, Dr. Tanaka suggested that curtains be provided in the Laboratory Rooms of ECD and HCD because the sensitivity of the equipment are affected by the direct sunlight. He also recommended that switchboard panels should always be left unlocked all the time especially those located in the laboratories so that switches can be switched off after office hours, except for lighting and refrigerators. He mentioned also the necessity for covering the equipments with plastic sheets or cloth to avoid accumulation of dust in the instruments.
18. It was agreed by the Committee that the promotional activities of the Center should be expedited by sending letters to the top 1000 Corporations, members of the Labor Unions, Industry Boards, etc.
19. The meeting was adjourned at 5:30 p.m.

HON. RICARDO C. CASTRO
Chairman

lb/mja



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
MALACAÑANG, MANILA

26 July 1988

The Executive Director
Employees' Compensation Commission
3rd Floor, ECC Building
355 Sen. Gil J. Puyat Avenue
Makati, Metro Manila

S i r :

This refers to your request to hire contractual personnel for the interim operation of the Occupational Safety and Health Center, as initial personnel complement until such time that the regular staffing pattern shall have been approved.

Pursuant to existing Department of Budget and Management rules, the approved number of positions, position titles, salary grade and hiring rates per annum are as follows:

<u>No. of Pos.</u>	<u>Position Title</u>	<u>Salary Grade</u>	<u>Hiring Rate**</u>
1	Computer Operator	10	¥25,625
1	Utility Man	1	10,975
1	Budget Officer I	11	29,750 -
6	Senior Clerk	3	13,425 ea
1	Driver	1	10,975
2	Messenger	1	10,975 ea
1	Duplicating Equipment Operator II	2	12,150
1	Clinic Physician	18	54,000
3	Nurse	8	19,000 ea
1	Medical Technician	5	14,825
3	Medical Technologist	9	21,000 ea
3	X-Ray Technician	3	12,775 ea
1	Nursing Attendant	1	10,975

25 = Total

**Inclusive of 20% premium

Please submit to the Compensation and Position Classification Bureau, a Plantilla of Personnel reflecting the approved positions.

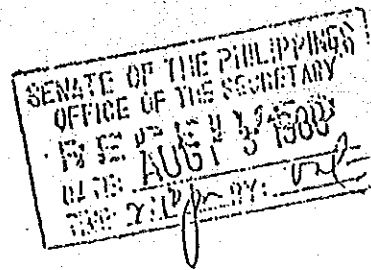
Very truly yours,

Guillermo N. Carague
Secretary

*Notified Xerox Copy:
L. Aguirre
9/12/88*

Congress of the Philippines)
Second Regular Session)

SENATE
S. NO. 698



Introduced by Senator Ernesto F. Herrera

EXPLANATORY NOTE

This bill seeks to strengthen the capability of the present Occupational Safety and Health Center (OSHC) created by Executive Order No. 307 by relocating and attaching it to the Department of Labor and Employment (DOLE) and by creating its own Governing Board of tripartite composition wherein the workers, employers and the Government will be represented. At present the OSHC is attached to the Employees' Compensation Commission (ECC) which also serves as the Governing Board of the Center.

The Center is envisioned as a research and training institution for the prevention of work-related illnesses, injuries and accidents in all places of employment in the country. The establishment of such an institution is quite significant as it is a recognition by the Government of the vital importance of the preventive aspect of the occupational safety and health program which heretofore has not been given the attention that it deserves, unlike the compensation aspect of the program. The construction of the building that will house the Center has already been completed and the equipment and instruments on occupational safety and health have also been installed, all of which have been donated by the Government of Japan through the Japan International Cooperation Agency (JICA).

The Center was originally conceived as a research and training institution to be attached to the DOLE with its Governing Board. This was the proposal then for the Center, but due mainly to the need to immediately formalize its creation so that it could acquire the personality to make the necessary preparation and accept the donations from the Government of Japan, Executive Order No. 307 was issued formally creating the OSHC. At the time of issuance of the Executive Order in November, 1987, however, the President had no legislative power anymore to create and establish an independent Government entity with corporate powers. And so the Center was made a mere adjunct of the Employees' Compensation Commission with the latter serving as the Governing Board of the Center.

The need to relocate the Center in the Department of Labor and Employment, instead of in the ECC where it is presently attached, as well as the desirability of it having its own and separate Governing Board can be justified by the following considerations:

1. The DOLE is the national and central agency of the Government responsible for the protection and welfare of our workers, particularly their safety and health in workplaces. The statutory bases for this can be found in the pertinent provisions of the Labor Code which provide thus:

ART. 165. Administration of safety and health laws. - (a) The Department of Labor shall be solely responsible for the administration and enforcement of occupational safety and health laws, regulations and standards in all establishments and workplaces wherever they may be located;

xxx xxx xxx xxx

ART. 163. Research. - It shall be responsibility of the Department of Labor to conduct continuing studies and research to develop innovative methods, techniques and approaches for dealing with occupational safety and health problems; to discover latent diseases by establishing casual connections between diseases and work in environmental conditions; and to develop medical criteria which will assure insofar as practicable that no employee will suffer impairment or diminution in health, functional capacity, or life expectancy as a result of his work and working conditions.

ART. 164. Training programs. - The Department of Labor shall develop and implement training programs to increase the number and competence of personnel in the field of occupational safety and industrial health.

ART. 162. Safety and health standards. - The Secretary of Labor shall, by appropriate orders, set and enforce mandatory occupational safety and health standards to eliminate or reduce occupational safety and health hazards in all workplaces xxx xxx

Considering that the establishment of the OSHC is in implementation of the aforesaid provisions and

is intended precisely to strengthen the capability of DOLE to discharge the responsibilities entrusted to it by law, it is logical and imperative to locate the OSHC in this Department and not elsewhere;

2. Occupational safety and health is a concern, not only of the ECC but also of several agencies of the DOLE implementing safety and health programs. Likewise, a national program on the promotion of occupational safety and health which the DOLE will pursue with the OSHC would involve other government agencies like the Department of Health, anti-pollution and environmental agencies, international institutions, the academe, and professional and specialty organizations, including workers' and employers' organizations. If only to insure effective policy coordination and guidance and linkages in the implementation of such national program, the OSHC should be attached to the DOLE and not to the ECC and;
3. The OSHC is envisioned as the national center of all technology on occupational safety and health. Desired results may not be achieved should the Board of the ECC also serve as the Governing Board of the OSHC considering that the orientation and major concerns of the agencies represented in the ECC, namely the SSS, GSIS and PMCC are not focused on occupational safety and health. To give the OSHC the importance it truly deserves and the direction it has to take, a specialized institution concentrating only on occupational safety and health is necessary.

The statement of functions of the Center in this Bill is substantially the same as that in Executive Order No. 307 creating the OSHC. The operating funds of the Center will be drawn from the State Insurance Fund as provided in the Executive Order, and not from the National Government funds.

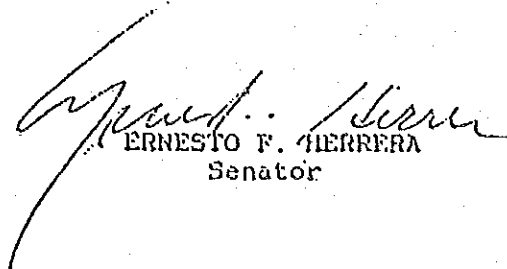
The bill also authorizes the Secretary of Labor and Employment to constitute an advisory body composed of leading industrialists, leaders of major labor federations, members of the academe and professional/technical organizations, to serve as consultative and advisory body to assist the Center in the formulation of policies and national programs for Occupational Safety and Health. This will strengthen the Center's linkages with the private sector.

A research fund is also proposed to be created to which employers will contribute at least P1.00 a year for each of their workers, provided that no employer shall be required to contribute more than P3,000.00 a year regardless of the number of his employees.

To eliminate the confusion as to which agency of the Government has the responsibility to administer and enforce occupational safety and health standards, this bill proposes to

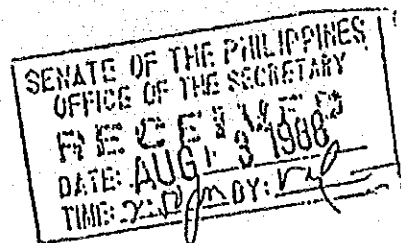
make the DOLE solely responsible for the implementation of such standards. At present, the implementation of Occupational Safety and Health Standards is fragmented due to the decrees issued during the past regime relocating the administration of such standards from the DOLE to other agencies like the Department of Public Works and Highways, Bureau of Mines and others.

The approval of this bill is strongly recommended.



ERNESTO F. HERRERA
Senator

Congress of the Philippines)
Second Regular Session)



SENATE

S. NO. 698

Introduced by Senator Ernesto P. Herrera

AN ACT
STRENGTHENING THE CAPABILITY OF THE OCCUPATIONAL SAFETY AND
HEALTH CENTER, ESTABLISH A RESEARCH FUND THEREFOR AND FOR
OTHER PURPOSES

Be it enacted by the Senate and House of Representatives of
the Philippines in Congress assembled:

1 SEC. 1. (a) The Occupational Safety and Health
2 Center established by Executive Order No. 307 is hereby
3 reconstituted and attached to the Department of Labor and
4 Employment for policy coordination and guidance and to
5 insure its effective linkages with the other agencies and
6 regional offices of the Department of Labor and Employment
7 and with other departments of the government involved in the
8 promotion of occupational safety and health programs.

9 (b) The Center shall have its own Governing Board to
10 be composed of three ex-officio members, namely: the
11 Secretary of Labor and Employment as Chairman, the Director
12 of the Bureau of Working Conditions and the Executive
13 Director of the Employees' Compensation Commission; and two
14 (2) appointive members, one of whom shall represent the
15 employees and the other, the employers, to be appointed by
16 the President of the Philippines upon the recommendation of
17 the Secretary of Labor and Employment for a term of three

1 (3) years. The appointive member shall have at least five
2 (5) years experience in health and safety program or
3 employees' compensation. All vacancies shall be filled for
4 the unexpired term only. Internal rules governing the
5 conduct of meetings and operations as well as per diems and
6 allowances of the Members of the Board shall be approved by
7 the Governing Board.

8 (c) The Secretary of Labor and Employment is hereby
9 authorized to create an Advisory Board composed of leading
10 industrialists, leaders of major labor federations, members
11 of the academe, and professional/technical organizations, to
12 serve as a consultative and advisory body to assist the
13 Center in the formulation and development of policies and
14 national programs on occupational safety and health.

15 SEC. 2. The Center shall have the following powers
16 and functions:

17 a. To undertake continuing studies and researches
18 on occupational safety and health, including
19 those relating to the establishment of causal
20 connection between diseases and occupations
21 and the development of medical criteria in
22 determining the nature and extent of
23 impairment or diminution in health, functional
24 capacity or life expectancy of the employees
25 as a result of their work and working
26 conditions;

27 b. To plan, develop and implement training
28 programs in the field of occupational safety
29 and health, and related interest;

- 1 c. To serve as a clearing house of information
2 and innovative methods, techniques and
3 approaches in dealing with occupational safety
4 and health problems and institute a mechanism
5 of information dissemination to the general
6 public;
- 7 d. To monitor the working environment by the use
8 of industrial hygiene, field and laboratory
9 equipment and conduct medical examinations of
10 workers exposed to hazardous substances for
11 the ready detection of occupational diseases;
- 12 e. To act as the duly recognized agency to
13 undertake practical testing for safe use and
14 set standard specifications of personal
15 protective and other safety devices;
- 16 f. To assist government agencies and institutions
17 in the formulation of policies and standards
18 on occupational safety and health and other
19 matters related thereto and issue technical
20 guidelines for the prevention of occupational
21 diseases and accidents;
- 22 g. To adopt annually a budget of expenditures of
23 the Center and its staff chargeable against
24 the remittances of the Government Service
25 Insurance System and Social Security System
26 referred to in Section 6 hereof; and to fix
27 the salary rates of its technical personnel;
- 28 h. To sue and be sued in Court;
- 29 i. To acquire property, real or personal, which

- 1 may be necessary or expedient for the
2 attainment of the purposes of the Center;
- 3 j. To receive donations from domestic and
4 international organizations, foreign
5 governments and other sources provided that
6 the same are in accordance with law and not
7 repugnant to the policies of the State;
- 8 k. To enter into agreements or contracts for such
9 service and aid as may be needed for the
10 proper, efficient and stable administration of
11 its program;
- 12 l. To perform such other acts as it may deem
13 appropriate for the attainment of the
14 purposes of the Center and proper enforcement
15 of the provisions of this Act; and
- 16 m. To enlist the assistance of government
17 agencies and private organizations in carrying
18 out the objectives of the Center.
- 19 SEC. 3. To insure continuity and comprehensiveness of
20 the research activities of the Center, including those on
21 the adverse effects on workers of hazards brought about by
22 new technologies, and toxic chemicals and other substances,
23 new machines and work processes, every employer shall
24 contribute to a research fund at least P1.00 a year for each
25 of his worker, provided, however, that no employer shall be
26 required to contribute more than P3,000.00 a year regardless
27 of the number of his employees. Employers shall remit their
28 contributions to the Research Fund directly to the
29 Occupational Health and Safety Center not later than January

1 10 of each year.

2 SEC. 4. The general conduct of operations and
3 management functions of the Center shall be vested in the
4 Executive Director under the immediate supervision of the
5 Governing Board. He shall be appointed by the President of
6 the Philippines upon the recommendation of the Chairman of
7 the Governing Board. He shall be assisted by a Deputy
8 Executive Director who shall likewise be appointed by the
9 President of the Philippines. The Executive Director must
10 have at least a Bachelor's degree and must have had
11 experience of at least five years in the administration of
12 occupational health and safety or employees' compensation
13 and social security programs. Their annual salary shall be
14 determined by the Governing Board.

15 SEC. 5. The technical staff and other personnel of
16 the Center shall be appointed by the Chairman of the
17 Governing Board upon recommendation of the Executive
18 Director, provided that technical personnel and positions
19 of the Center as determined by the Governing Board shall not
20 be subject to the Office of Compensation and Position
21 Classification salary scales.

22 SEC. 6. The Administrator of the Social Security
23 System (SSS) and the President and General Manager of the
24 Government Service Insurance System (GSIS), shall remit to
25 the Center on or before January 15 of every year, on a
26 sharing of 70% for the SSS and 30% for the GSIS, seven
27 percent (7%) of the annual collection of the State Insurance
28 Fund from which shall be drawn the annual budget of the

1 Center as approved by its Governing Board.

2 SEC. 7. To insure the effective and coordinated
3 implementation of occupational safety and health laws and
4 standards, the Department of Labor and Employment shall be
5 solely responsible for the administration and enforcement of
6 such laws and standards, the provisions of existing laws to
7 the contrary notwithstanding, including the collection of
8 safety inspection and other service fees; provided,
9 however, chartered cities and other Government agencies may
10 be allowed to conduct occupational safety and health
11 inspections when they have adequate facilities and competent
12 personnel as determined by the Department of Labor and
13 Employment and subject to national standards established by
14 the latter.

15 SEC. 8. The Center may collect reasonable fees and
16 charges for working environment measurement, medical
17 examinations and training, safety and equipment testing, and
18 for the use of its equipment/instrument and facilities;
19 provided, however, that the schedule of these fees and
20 charges shall be published once a week for two (2)
21 consecutive weeks in a newspaper of general circulation
22 before it become effective. The fund so collected by the
23 Center pursuant to this Section shall accrue to the Center
24 Research Fund and shall be disbursed only in the
25 implementation of the programs of the Center.

26 SEC. 9. The Governing Board shall issue such rules
27 and regulations as may be necessary to implement the
28 provisions of this Act.

1 SEC. 10. Any provision of law, rules or order which is
2 inconsistent with any provisions of this Act is hereby
3 repealed or amended accordingly.

4 SEC. 11. This Act shall take effect fifteen (15) days
5 after its publication in the Official Gazette or in at least
6 two (2) newspapers of general circulation whichever comes
7 earlier.

Approved,

III. 昭和63年度業務状況表

昭和63年度ファイリピン労働安全衛生センタープロジェクト業務状況
(第1四半期)

部門	機材の使用・保守管理及び技術移転に関すること	その他
総務部門		<ul style="list-style-type: none"> 1. 職員採用希望原書の整理 2. Pre-operational Budgetによる物品の購入、支払、台帳記入等(免稅手続きを含む。) 3. 公用車の登録手続き
健康管理部門		<ul style="list-style-type: none"> 1. X線技術者(3名)の雇用(2カ月の仮契約) 2. 当部門の1988年度業務計画書の作成、プロジェクト実施計画書の作成及び関係予算案の改定作業
環境管理部門	<ul style="list-style-type: none"> 1. 可燃性ガス及びCOガス測定器、スペクトロメーター等の機器の作動テスト 2. 粉じん、有機溶剤、化学薬品、物理的環境因子等に対するサンプリング、データ収集等の方法についての検討 	<ul style="list-style-type: none"> 1. 当部門の1988年度業務計画書の作成、プロジェクト実施計画書の作成及び関係予算案の改定作業
安全管理部門	<ul style="list-style-type: none"> 1. 安全保護具の試験装置の使用法の習熟 2. センターの建物、電気設備、機械設備の維持管理への協力 	<ul style="list-style-type: none"> 1. 当部門の1988年度業務計画書の作成、プロジェクト実施計画書の作成及び関係予算案の改定作業
研修広報部門		<ul style="list-style-type: none"> 1. 当部門の1988年度業務計画書の作成、プロジェクト実施計画書の作成及び関係予算案の改定作業 2. センター紹介パンフレットの編集、発行 3. 各部門の活動計画、サービス業務関係報告書の編集及びとりまとめ 4. センター紹介ビデオテープの編集作成 5. 外部機関のセンター施設利用時の管理

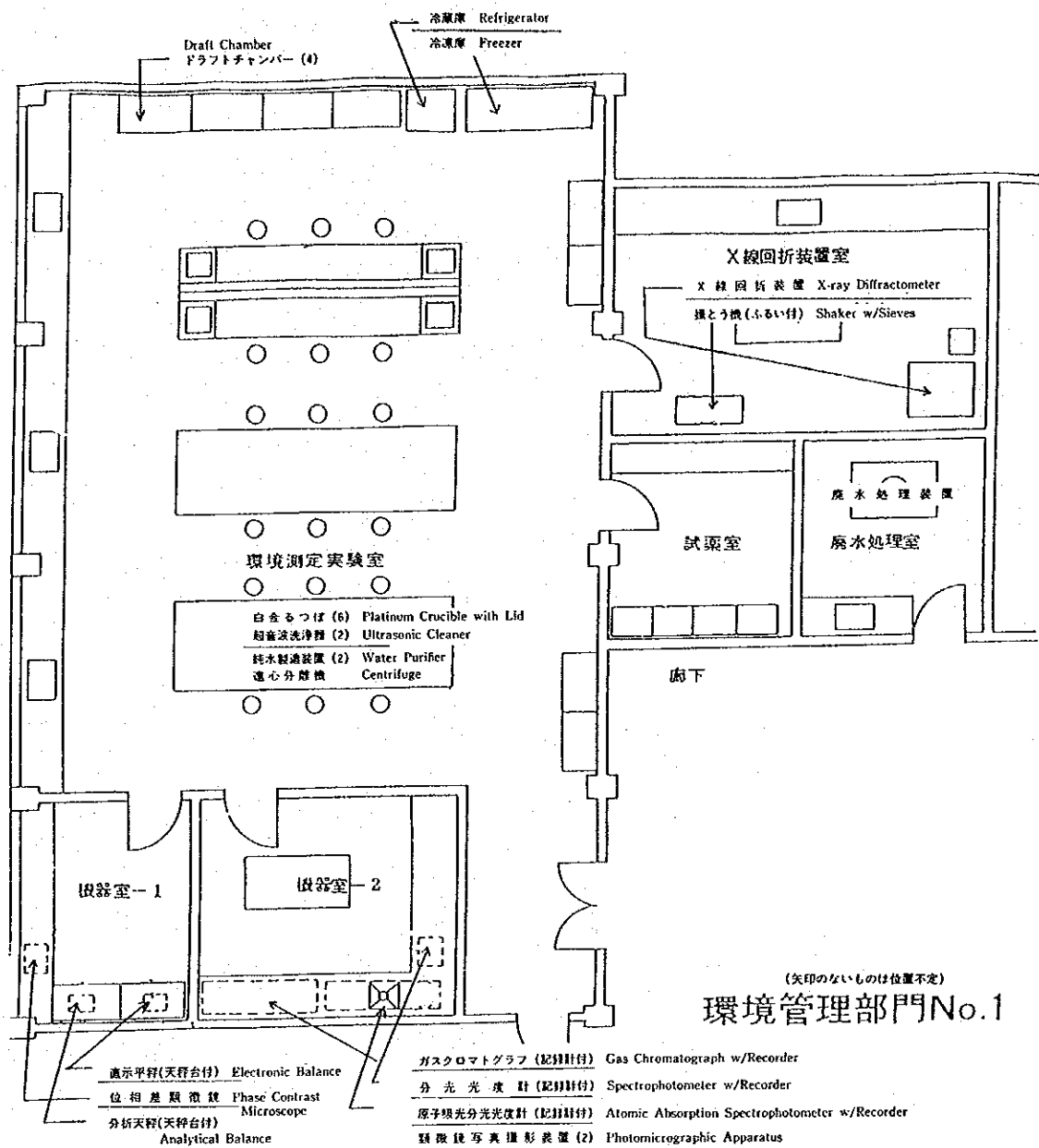
(第 2 四半期)

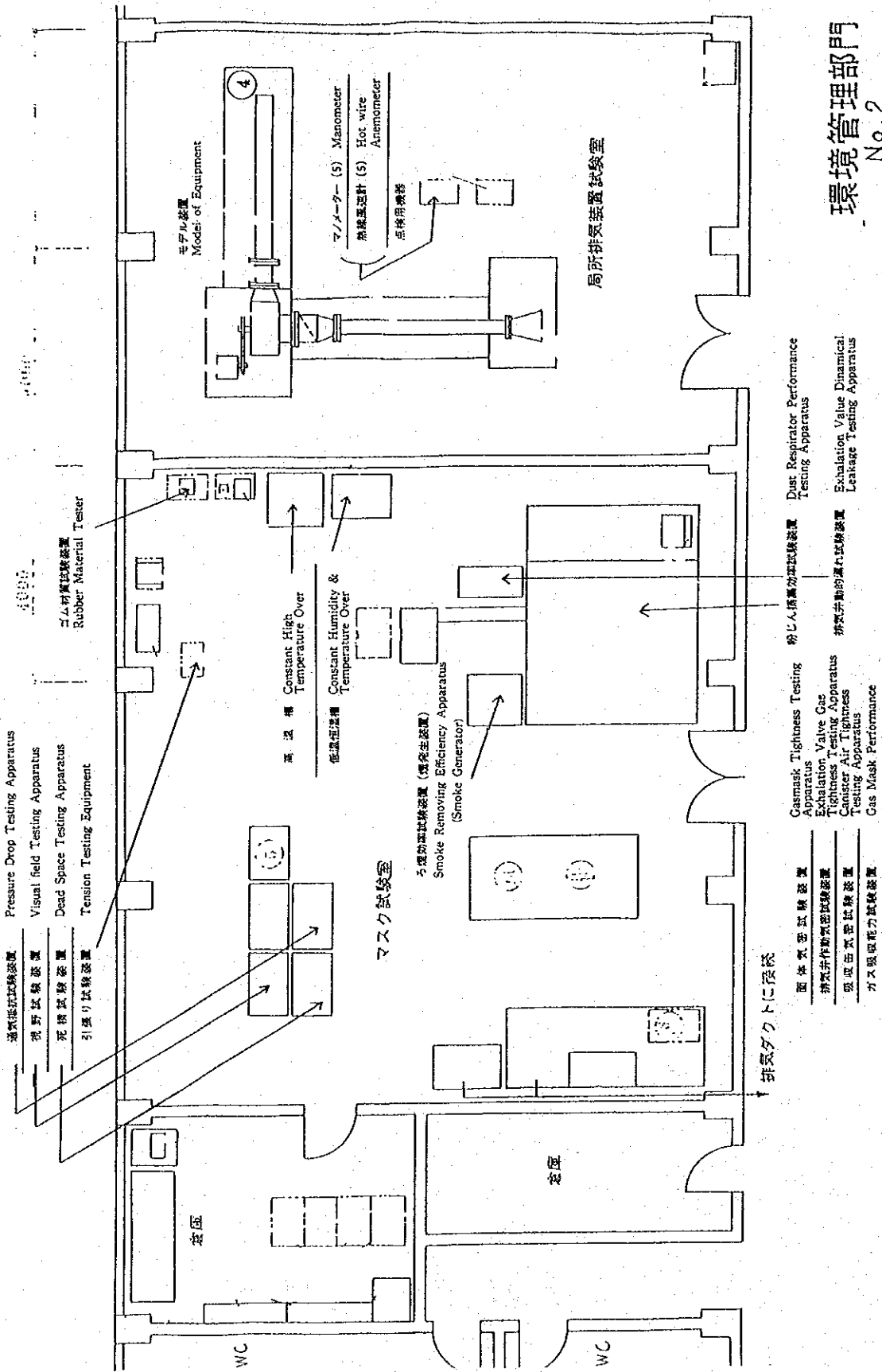
部 門	機材の使用・保守管理及び技術移転に関すること	そ の 他
総務部門		<ul style="list-style-type: none"> 1. 17名の暫定職員の採用 (医師1名、看護婦2名、X線技師3名等) 2. DBMへ提出する各技術部門の機能、職員の職務に関する文書の訂正 3. 無償供与機材に関する財産目録の作成完了 4. 公用車 (3台) の登録完了 5. 机、ベッド用品等の購入 6. 建物に付属する機械、電気、水道等の点検保守
健康管理部門	<ul style="list-style-type: none"> 1. センター職員 (約40名) 及び労働雇用省職員の希望者 (約250名) に対する健康診断の実施 2. 仮雇用職員に対する教育訓練 (X線装置の取扱、健康診断の方法、自動血液分析装置の操作、高速液クロの操作その他) 	<ul style="list-style-type: none"> 1. 当部門の仮雇用職員 (10名) の書類選考及びインタビュー 2. 外部セミナーにおいてC/Pの労働衛生に関する講義及びセミナーのPR
環境管理部門	<ul style="list-style-type: none"> 1. Manila Midtown Hotel, Johnson&Johnson社及び Arnel Plastics Co., Inc. に対する作業環境測定等の実施 2. American President Lines社の刺激臭の原因調査 3. Philippines Nuclear Research Instituteの要請による自動車排気ガスのCO濃度の測定協力 3. 高速液クロの操作に関する研修 4. 技術移転 物理的環境因子の測定に関する指導 	<ul style="list-style-type: none"> 1. 3M社の呼吸用保護具のセミナーへの参加 2. 長期専門家がBWCの「労働環境測定マニュアル作成委員会」へ出席
安全管理部門	<ul style="list-style-type: none"> 1. KEG Shoes社及び Portradde shoes社からの依頼による安全靴の性能試験の実施 2. Manila Midtown Hotel及び Johnson&Johnsonの安全面に関する指導 3. 技術移転 安全保護具等の試験方法 	<ul style="list-style-type: none"> 1. 建物、設備等に関する計画書の作成 2. センター建物、付属設備の保守
研修広報部門		<ul style="list-style-type: none"> 1. フィリピンにおける労働安全に関するナショナルプランを樹立するためのダイアログ集会の開催 (報告書とりまとめ中) 2. センター施設の各種団体への貸与 (17件) 3. センターの本年のWork Planの取りまとめ、活動に関するパンフレットの等の作成

(第3四半期)

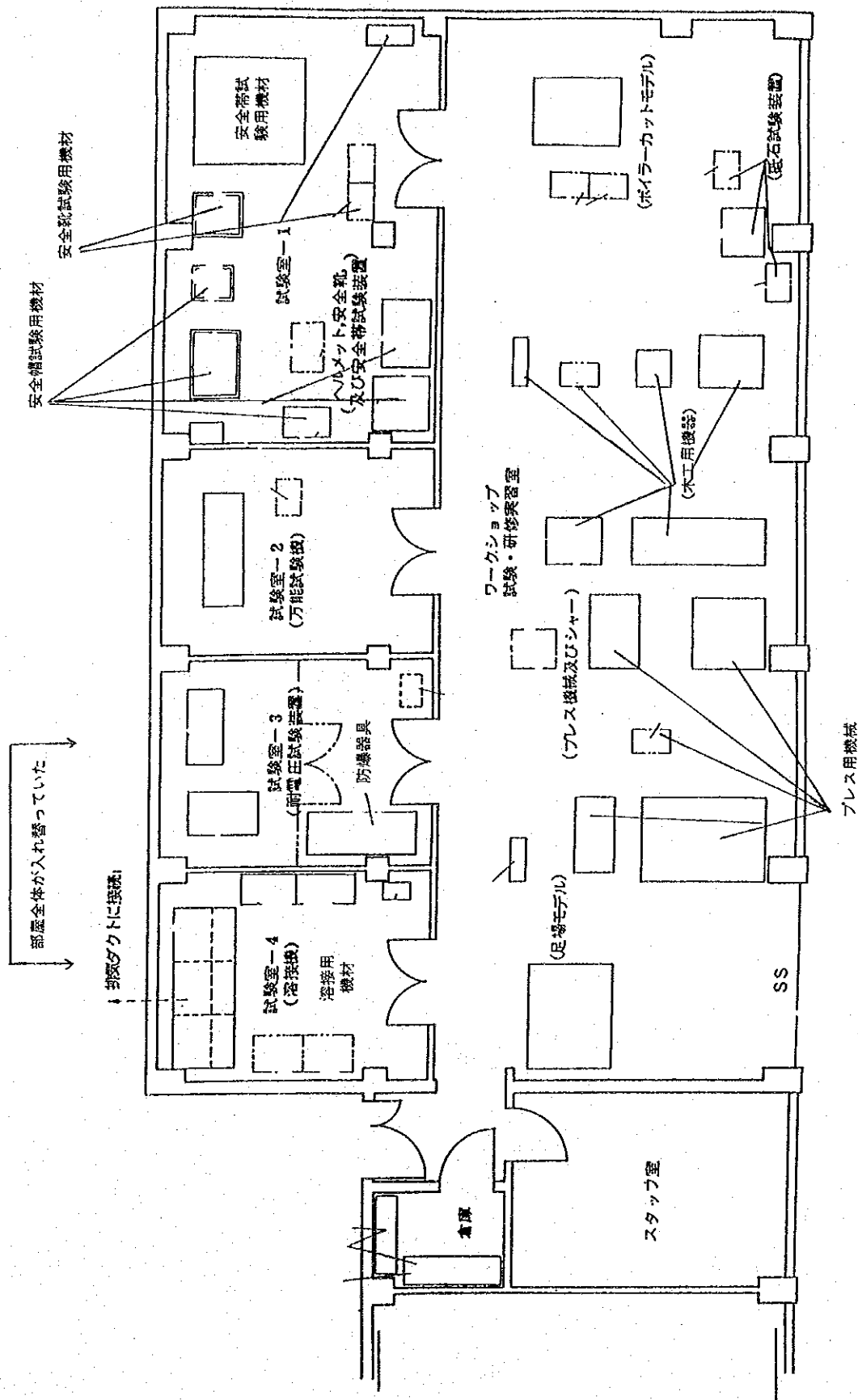
部 門	機材の使用・保守管理及び技術移転に関すること	そ の 他
総務部門		1. 正現職員への応募者（現在の仮雇用職員を含む。）に対する試験の実施 2. 備品購入のための入札準備、健診用薬品等の購入、寄宿舎用備品の購入
健康管理部門	1. けい肺健診用器機の取扱操作の指導 2. 関連職員の一一般健康診断の実施 3. 無償供与機材の問題点の改善処置 Urine Analyzer, Spectro Photometer等8件 4. 技術移転 X線関係機器、スパイロメーター、血液ガス分析器、血球計算機等の機器の操作機、タンパク電気泳動、感力計等の機器の操作	1. 長期専門家がケンソン市安全協会主催の安全衛生大会でけい肺について講演 2. C/Pがファイリピン大学公衆衛生教室及び西ドイツ国際協力事業団主催の労働安全衛生セミナーで労働衛生について講演
環境管理部門	1. セラミック工場（6カ所）の環境測定 2. 無償供与機材の問題点の改善処置 Low Volume Air Sampler Suction Pump, Sound Level Meter v/Octave Band Filter and Recorder等11件 3. 技術移転 ガスクロ分析装置、原子吸光分析装置等の操作 粉じん作業の実態調査方法等 鉛作業環境の測定訓練	
安全管理部門	1. 安全靴の安全性試験に関する指導 2. セラミック産業安全管理実態調査の準備及び実施 3. 無償供与機材の問題点の改善処置 動ひずみ増幅器等2件 4. 技術移転 安全靴の試験結果のまとめ方 セラミック工場の安全管理実態調査方法	1. C/PがFriedrich Ebert Stiftung主催の安全衛生セミナーで産業安全について講演 2. 長期専門家がケンソン市安全協会主催の安全衛生大会で日本の安全管理について講演
研修広報部門	1. 無償供与機材の問題点の改善処置 Plain Paper Copier, Stencil Cutting Machine 5件 2. 技術移転 講義及び教材の準備、OHPの作成使用、研修用テキストの作成、ビデオ撮影等についての指導	1. 研修計画の作成指導 2. ILO等によるセミナーの開催（3件）

IV. 機材配置状況

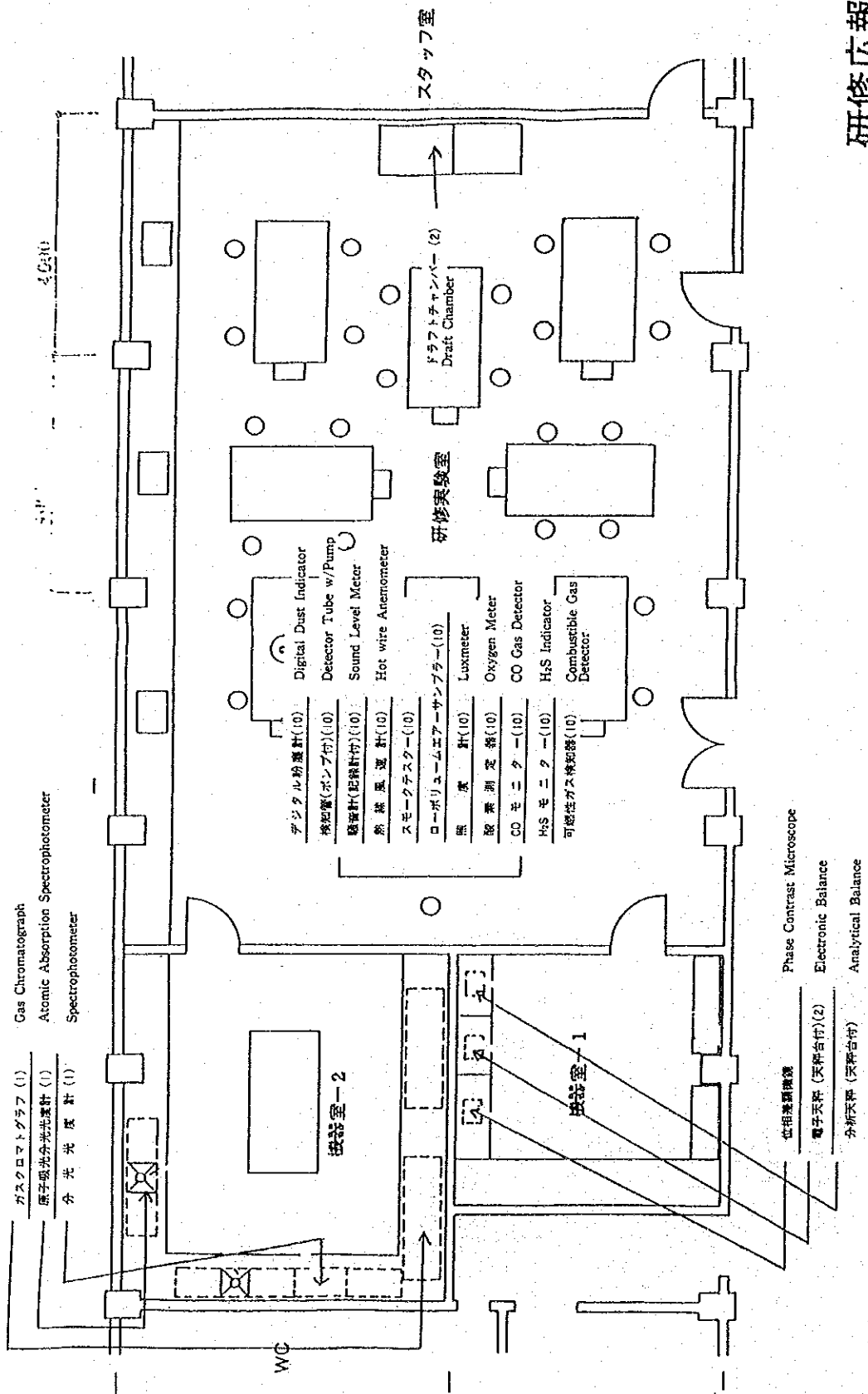




環境管理部門
 No.2



安全管理部門



研修広報部門

(矢印のないものは位置不定)

V. 労働安全衛生センター1989年活動計画

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Health Control Division
 Mission Statement:

I & A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUTS/ TARGET OBJECTIVES	TIME FRAME		MONITORING CONTROL SYSTEM	
				1989	BUDGET		
				10/10/80/10/90	1989	FINANCIAL	
1. Development and implementation projects on occupational health and safety.	<p>1.1 Fact finding survey/gathering of baseline data on pneumoconiosis</p> <p>1.1.1 Data gathering by interview of workers</p> <p>1.1.2 Survey on the present profile of the target establishments</p> <p>1.1.3 Mass screening of workers (indirect chest x-ray)</p> <p>1.1.4 Actual physical examination of workers</p> <p>1.1.5 Evaluation of data</p> <p>1.1.6 Preparation and finalization of rpt.</p> <p>1.1.7 Preparation and development of papers about the five industries</p>	<p>The Survey will cover 5 priority industries to gather baseline data specified to pneumoconiosis.</p> <p style="text-align: center;">← Technical Reports</p>	<p>1 ceramic</p> <p>1 bottling</p> <p>1 mining</p> <p>1 cement</p> <p>1 asbestos</p> <p>← Technical Reports</p>	x	x	1,100,135.	Periodic Evaluation Report
2. Technical Public Service and Assistance	<p>2.1 Conduct of Medical exam. of DOE employees</p> <p>2.1.1 Draft administrative order requiring DOE employees to undergo physical examination at OSEC</p> <p>2.1.2 Formulation of medical forms</p> <p>2.1.3 Screening of workers</p> <p>2.1.4 Actual medical examination</p> <p>2.1.5 Preparation of final report</p> <p>2.2 Conduct medical examination of workers of private companies upon request (mainly dusty environment)</p> <p>Activities:</p> <p>2.2.1 Conduct medical examinations of employees on private firms</p> <p>2.2.2 Preparation of medical reports</p>	<p>Provision of continuing basic medical examination services to establish statistics for central group.</p>	<p>DOE Employee less than one year of government service</p> <p>DOE employees above 40 years old</p> <p>Private companies requesting professional assistance from OSEC</p>	x	x	426,757.80	Performance Assessment Report
							12469,379.70

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Health Control Division
 Mission Statement:

I 3 A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUTS/ TARGET OBJECTIVES/S	TIME	BUDGET	MONITORING CONTROL SYSTEM
				FRAME 1989	1989	
				10/20/80/80	MANPOWER	FINANCIAL
	<p>2.3 Technical Assistance in the form of lectures</p> <p>2.3.1 Preparation of training program occupational health hygiene</p> <p>2.3.2 Classroom discussions and lectures</p> <p>2.3.3 Workshop</p> <p>2.4 Provision of First-aid (Emergency) Treatment Exclusively to OSHC Employees</p> <p>2.4.1 To render first-aid treatment to OSHC employees incurring work-related and non-work related injuries and illnesses</p> <p>Activities: Physician and Nurses:</p> <p>1. to examine the employees and assist the physician in giving first-aid medical treatment</p> <p>2. to request for the accessory laboratory tests for proper diagnosis and keep a precise medical record of the employee</p> <p>3. to prescribe and institute proper measures and keep a precise record of medicines dispensed</p> <p>and keep a precise record of medicines dispensed</p>	<p>To promote increased skills in occupational health and industrial hygiene</p>	<p>Newly hired personnel LEEO and Labor Inspectors</p>	<p>1 x 1 1 x 1 1 x 1</p>	<p>6,800.00 BCD per-sonnel</p>	<p>Evaluation/ Assessment Reports</p>
			OSHC personnel	1 x 1 1 x 1	BCD per-sonnel	Performance Assessment Reports

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Health Control Division
 Mission Statement:

TIME FRAME	BUDGET	MONITORING CONTROL SYSTEM
1989	1989	EVALUATION REPORT
10/20/89-1/10/90	BAMPOWEE FINANCIAL	
1 1 A	PROGRAM / PROJECT	MAJOR OUTPUTS/TARGET OBJECTIVE/S
<p>Activities:</p> <ol style="list-style-type: none"> Classroom discussions and lectures on basic principles on the use of x-ray machines. Actual operation of the x-ray machines (direct and indirect x-ray). Actual processing of x-ray films. Use of optical density meter in x-ray films to acquire the desired ISO optical density of x-ray films. Training of nurses, chemists, medical technologists on complications on pneumoconiosis <ol style="list-style-type: none"> In-house training Long term expert Training of Medical Technologists on bacteriological culture <ol style="list-style-type: none"> In-house training Short term experts <p>Activities:</p> <ol style="list-style-type: none"> Classroom discussions and lectures of known chemical hazards used by different industries. Observations and plant visits of chemical establishments. Actual operation and proper maintenance of sophisticated instruments Workshops <ol style="list-style-type: none"> Training on occupational health of two fellows in Japan <ol style="list-style-type: none"> Individual training (1) Group training (1) 	<p>To train staff in equipment use and maintenance.</p>	<p>Industrial Nurses Medical Technologists Chemists</p>
		<p>JICA JP 57,803,000 Long term expert JICA long and short term expert JICA personnel 2136,700,000</p>

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Health Control Division
 Mission Statement:

S E A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUTS/ TARGET OBJECTIVES	TIME FRAME	BUDGET	MONITORING CONTROL SYSTEM
				1989	1989	
				10/70/30/40	MANPOWER : FINANCIAL	
	<p>Activities:</p> <ol style="list-style-type: none"> 1. Classroom lectures and discussions. 2. Observation tours/factory visits. 3. Actual field works and laboratory practice of lectures/discussions. 4. Presentation of country reports. 3.7 Training on analytical instrumentation technique <ul style="list-style-type: none"> 3.7.1 In-house training by Shiazaru 3.7.2 Training in Japan by Hitachi 3.7.3 In-house training <p>Activities:</p> <ol style="list-style-type: none"> 1. Classroom discussions and lectures. 2. Actual operation and lectures on maintenance of analytical instruments. 3. Undergo instrument and laboratory practice 4. Conduct of echo training to fellow division members. 	<p>2 Chemists</p> <p>6 Medical Technologists</p>	<p>Experts of: P211, 221, 000 Shiazaru and Hitachi</p>		Evaluation Reports	
	<p>3.8 Research Methodology - Basic Course</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Classroom discussions and lectures. 2. Formulation of basic research design and methods. 3. Conduct of actual protocol presentation. 4. Workshop. <p>3.9 Seminar (JICA Sponsored) OSE for Mining Industry in Cebu. (2 days in October)</p> <p>3.10 Preparation of Annual Report</p>	<p>6 RCD personnel</p>	<p>UP-CPEB; PCHED</p>	<p>17,000.00</p>		
			<p>7 staff OSEC, 5 JICA Experts, 2 External Consultants</p>	<p>12</p>	<p>7,000.00</p>	
						<p>22,039,104.70 =====</p>

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Safety Control Division
 Mission Statement:

R & A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUTS/ TARGET OBJECTIVE/S	TIME FRAME	BUDGET	MONITORING CONTROL SYSTEM
				1989	1989	
				10/70-30/90	MANPOWER; FINANCIAL	
I. Development and Impairment of Projects on Occupational Safety and Health.	1. Preparation of reports on survey in Ceramics Industry. 2. Fact-finding survey on Construction Safety 2.1 Development of questionnaire 2.2 Listing of establishments in the industry 2.3 Preparation and Dissemination of request letter 2.4 Conduct of actual survey on site 2.5 Evaluation of data 2.5 Preparation of Report 3. Development of system for testing and Evaluation of PPE and other safety devices. 3.1 Gathering of forms and materials used in the Testing of PPE, Boilers and Pressure Vessel and Grinding Wheels 3.2 Development of standard forms and guidelines on testing and evaluation of PPE, Boilers and Pressure Vessel and Grinding wheels 3.3 Evaluation of the effectivity of the standard forms	The study is to establish baseline data on safety conditions in Ceramics Industry which lead to the formulation of guidelines and policies concerning occupational safety. The study is to establish baseline information on safety control for standard setting	Technical Report w/ recommendations for the improvement of work premises. Technical report w/ recommendations for the improvement of existing standards Testing guidelines/procedures and standard forms	x x x	all SCD staff 4 Engrs. 1 Clerk all SCD staff	Evaluation/ Assessment Report (NICA-SCD) Evaluation/ Assessment Report (NICA-SCD) Final report and evaluation of NICA experts and SCD staff

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Safety Control Division
 Mission Statement:

I & A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUT/S TARGET OBJECTIVE/S	TIME FRAME		BUDGET		MONITORING CONTROLS SYSTEM
				1989	1990	1989	FINANCIAL	
II. Technical Services and Assistance	1. Conduct of actual testing and evaluation of PPE, Boiler/Pressure Vessel, and Grinding wheels 1.1 Conduct of actual testing 1.2 Evaluation of Data 1.3 Final Report 2. Evaluation of general safety condition in workplaces 2.1 Prioritization of request from establishments 2.2 Conduct of actual survey 2.3 Evaluation and assessment of safety conditions 2.4 Preparation of final report 3. Technical assistance in the form of lecture 3.1 Preparation of training materials 3.2 Classroom lectures and discussions	This is a continuing activity of the Division to effectively check and monitor PPE and safety conditions in workplaces	All requesting establishments including those referred by the Labor Regional offices	x	x	57,860.-	Technical report (JICA-SC)	
III. Provision of general administrative and support services	1. Staff Development 1.1 Training of newly hired personnel on General Safety Control, Personal Protective Equipment and Grinding wheels a. Classroom discussion on General Safety Control and Personal Protection b. Actual laboratory test of PPE/Grinding wheel	Training of new personnel on the General Safety Control and PPE	6 Engineers trained	x	x	6 Engrs. 48,285.20	Evaluation Report by JICA expert and USOC staff	

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Safety Control Division
 Mission Statement:

I I A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUTS/ TARGET OBJECTIVES	TIME PERIOD	BUDGET	MONITORING CONTROL SYSTEM
				1989	1989	
				10/29/80-1/6/81	MANPOWER : FINANCIAL	
III. (cont.)	1.2 Training on Testing and Evaluation of Boilers and Pressure Vessels by JICA short term expert a. Classroom lectures and discussions on Boiler/Pressure Vessel construction b. Lecture on the inspection system in Japan including the use of sophisticated equipment/instruments c. Plant visit in at least 4 different establishments and actual testing of Boiler/Pressure Vessel d. Development of Standard Inspection system	Training of personnel by JICA short term expert on Boiler inspection	10 Engineers trained	10 Engrs.	3,272.50	Evaluation Report by JICA expert and OSEC staff
	1.3 Training of Counterparts in Japan a. Lectures and discussion on safety of Boilers and Pressure Vessels and evaluation of PPT b. Observation tours/factory visits c. On-the-job training in research institutions	Counterpart training in Japan by one (1) Engineer to gain expertise on the subject matter	1 Engineer trained	1 Engr.	46,000.-	Evaluation report by the trainee
	1.4 Training on Research Methodology and Data Analyses a. Lectures and discussion on the subject matter. b. Preparation of research proposals and reports.	Formal training of personnel on research methodology and data analyses	2 trained engineers	2 senior Eng'rs.	4,000.-	Evaluation report by SCD staff
	1.5 Participation in the annual Safety Convention sponsored by SOFI. a. Lectures and discussion on the latest trends in Safety Control. b. Group Activities	To be informed with the latest trend in Safety Control.	Increased knowledge	2 senior eng'rs.	16,000.-	Evaluation report by SCD staff

AGENCY: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Safety Control Division
 Mission Statement:

I & A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUTS/ TARGET OBJECTIVE/S	TIME FRAME	BUDGET	MONITORING CONTROL SYSTEM
				1989	1989	
				1Q:2Q:3Q:4Q	MANPOWER FINANCIAL	
III. (cont.)	1.6 Foreign Training	At least one STD personnel will be sent for training aboard on Safety Control.	1 engineer trained		1 eng'rs. 20,000.-	Training Report
	1.7 Training of Staff Construction Safety by JICA Short-Term Expert <ul style="list-style-type: none"> a. Classroom lectures and discussions on Evaluation of safety condition of construction workites. b. Construction Site inspection c. Development of standard inspection system. 	Training of personnel by JICA short-term expert on Boiler Inspection.	6 engineers		6 eng'rs. 4,000.-	Evaluation Report by JICA expert and CGSC staff.
	1. Integrated Annual Report	Accomplishment report of the division for the year			3 eng'rs. 2,000.-	
						P 271,695.-

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Environmental Control Division
 Mission Statement:

Z R A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUTS/ TARGET OBJECTIVE/S	TIME	BUDGET	MONITORING
				FRAME 1989	1989	CONTROL SYSTEM
				MANPOWER	FINANCIAL	
I. Development and Implementation of Projects on Occupational Safety and Health	<p>1. Study on Work Environment)</p> <ol style="list-style-type: none"> 1. Fact-finding survey on Environmental health and Work Environment in Printing/Paints Industry in Metro Manila 2. Development of questionnaires 3. Survey of literature on the profile of the industry 4. Listing of establishments in the industry 5. Walk-through survey of selected establishments 6. Conduct of WEM 7. Evaluation of data 8. Preparation of report 9. Finalization of Report 	<p>The study is to establish baseline data on work environment for standards setting.</p>	<p>Complete report; OSH recommendations for standards acceptable to Philippine conditions</p>	<p>10 engrs. 1P 2 aides 1 clerk</p>	<p>71,762</p>	<p>Evaluation/ Assessment Report</p>
	<p>2. Development of work environment monitoring system</p> <ol style="list-style-type: none"> a. Gathering of forms and materials used by OSH institutions in conducting WEM & Respirator Testing b. Development of standard forms for WEM, respirator testing and evaluation of local exhaust system in consultation with JICA expert. c. Evaluation of the efficiency of the developed forms and guidelines 	<p>The project aims to develop guidelines and forms on WEM, ventilation and respirator testing.</p>	<p>Guidelines and forms on WEM, ventilation and respirator testing</p>	<p>3 engrs.</p>	<p>10,000</p>	<p>Report</p>

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Environmental Control Division
 Mission Statement:

S R A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUTS/ TARGET OBJECTIVE/S	TIME FRAME	BUDGET	MONITORING CONTROL SYSTEM
				1989	1989	
				1Q:2Q:3Q:4Q:	MANPOWER FINANCIAL	
II. Technical Services and Assistance	<p>Conduct of WEM, respirator and ventilation testing and evaluation</p> <ol style="list-style-type: none"> 1. Prioritizing all requests from establishments and workers 2. Conduct of preliminary inspection 3. Conduct of actual WEM, ventilation, respirator and ventilation testing 4. Evaluation of data 5. Preparation of report 	<p>This is a continuing activity of ECD in the form of:</p> <ol style="list-style-type: none"> a) WEM b) Respirator testing c) Ventilation testing 	<p>Extension of OSE services and assistance to establishments and workers based on request and those referred by the labor inspectorate to cover Metro Manila and Regional request</p>	<p>1 1 1 1 1</p> <p>5 engr. 12 121,500 1 aide 1 clerk</p>	<p>1/3 of technical services and assistance rendered</p>	
III. Provision of general administrative and support services	<ol style="list-style-type: none"> 1. Staff development 2. Training of personnel by JICA expert on WEM of organic solvents and metals <ol style="list-style-type: none"> a) Classroom lectures and discussions on WEM of organic solvents and metals and other chemical substances b) WEM-on-the-job training in selected establishments c) Actual laboratory analyses by the use of analytical equipments like GC, MAS & IV 3. Training of personnel by JICA short-term expert on Respirator testing <ol style="list-style-type: none"> a) Lectures and discussions on the basic principles of dust/gas respirator testing 	<p>Training of personnel by JICA long and short term experts on WEM</p>	<p>19 engineers trained</p>	<p>1 1 1 1 1</p> <p>19 engr. 77,500</p>	<p>Evaluation report by JICA Experts and by OSEC staff</p>	
				1 1 1 1 1	5 engr. 16,500	Evaluation report by JICA Experts and by OSEC staff

AGENCY: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Environmental Control Division
 Mission Statement:

K R A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUT/S TARGET OBJECTIVE/S	TIME FRAME 1989	BUDGET		MONITORING CONTROL SYSTEM
					MANPOWER	FINANCIAL	
III. (cont.)	C. Training of personnel by JICA short-term expert on asbestos and silica analysis by using phase contrast microscope and XRD. a) Lectures and discussions on asbestos and silica analysis b) Actual laboratory analysis using phase contrast microscope and XRD.	Training of personnel by JICA short-term on asbestos and respirator testing.	3 Engineers trained	1	10 engrs		Evaluation report by JICA expert
	D. Training of counterpart in Japan a) Lectures and discussions on WEX & Respirator & Ventilation Testing b) Observation tours/factory visits c) On-the-job training in research institutions like Occupational Health Service Center, JISHA Japan Ass. of Work Environment Measurement Experts, and Shiyataetsu Works, Inc.	C/F Training in Japan of 2 personnel in different research institution	2 engineers trained	1	2 engrs. 12	10,600	Training Report
	E. Training on Research Methodology a) Lectures and discussion on the subject matter b) Preparation of research proposals and reports	Training of personnel on research methodology	5 engineers trained	1	5 engrs.	10,000	Training Report by OSHC staff participants
	F. Foreign training	At least one EOD personnel will be sent for training abroad on environment control	1 engineer trained	1	1 engr.	20,000	Training Report
	2. Division annual report	Accomplishment report of the Division for the year			3	2,000	
							JP 339,862

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Training and Public Information Division
 Mission Statement:

PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	TARGET OBJECTIVE/S	BUDGET		MONITORING CONTROL SYSTEM
			TIME PERIOD	1989	
X R A VI. Technical Services and Assistance			10/78/10/10	EMPLOYEE FINANCIAL	
A. Training Services offered 1. Training Room 2. Auditorium 3. Dormitory 4. Canteen 5. Audio-Visual Equipment 6. Laboratory Training Room 7. Exhibit 8. Library	Coordination with government and private agencies requesting use of OSHC facilities in the conduct of their training/seminars/workshops, etc. Improvement of library services and facilities to provide OSHC staff and clientele better access to OSH information.	Training services and assistance rendered by OSHC increased the capabilities and expertise in occupational safety and health personnel from government and private sectors. Total number depends upon requests. Purchase of library materials Compilation of materials and information on OSH	X X X X X X	\$ 200,000	Evaluation Reports
B. Establishment of Network Exchange of Information materials on Occupational Safety and Health	Networking on OSH information - coordination with accredited safety and health training organizations - linkages with government and private offices concerned with occupational safety and health - coordination with trade unions - coordination with international organizations	- list of private/government/labor/professional group and other sectors involved in occupational safety and health will be prepared. - Exchange of publications and other information materials will be undertaken	X X X X	25,000	Inventory of materials Assessment Report
C. Promotion and public information on Occupational Safety and Health	Production of video presentation on OSH for internal and external use Production of audio-visual and printed materials for training courses Production of quarterly and bimonthly OSH Newsletter for external circulation	- two (2) video presentation - brochures, posters, handouts, guidelines, manual, etc. (1,000 copies each) - quarterly newsletter (5,000 copies)	X X X X X X X X X X X X	40,000 100,000 30,000	Performance Assessment Reports

Agency: OCCUPATIONAL SAFETY AND HEALTH CENTER
 Division: Training and Public Information Division
 Mission Statement:

K 3 A	PROGRAM / PROJECT	BRIEF DESCRIPTION/ QUANTITATIVE OBJECTIVE	MAJOR OUTPUTS/ TARGET OBJECTIVE/S	TIME	BUDGET	MONITORING CONTING SYSTEM	
				FRAME 1989	1989		
				1Q 2Q 3Q 4Q	MANPOWER FINANCIAL		
III. Provision of General Administrative and Support Services	C. (cont.)	<ul style="list-style-type: none"> - Regional information featuring AV presentations and open fora on OSH - Preparation and issuance of press and photo releases as well as video tapes to print broadcast media - Preparation of survey reports of the three divisions 	<ul style="list-style-type: none"> - Information campaign 12 Region/Year - press releases as the need arises - depends upon number of surveys. 	X X X X X X X X X X X X	\$P 135,000 18,000	Evaluation Report Survey Report	
	A. Staff Development	Preparation of training program for gov't. staff.	Will staff	X X X X	5,000	Evaluation report by expert	
	1. Training of personnel by long and short term experts	Preparation of training program for private sector.					
		Preparation of instructor's manual, textbook, & other training materials.					
	2. Fellowship training in Japan-training of counterpart on audio-visual teaching equipment.	Preparation of AV materials	1 AV technicians	X	5,300	Evaluation report by JICA expert	
	3. Research Methodology Basic Course	Lectures and discussions	70 OSHC technical personnel	X	50,000	Research proposal	
		workshops formulation of basic research design					
		presentation of research design					
	B. Preparation of Annual Report		once a year report (500 copies)	X	50,000	Annual Report	

VI. 第2回合同委員会報告

OSHC 第 2 回合同委員会(J/C)報告

1. 参加者

比側：カストロ次官，BWC サンチェス局長，ECC コントレラス局長，OSHC コストオーデオ所長代理

日側：宮本所長，小沢所員，長期専門家チーム

2. 協議概要

(1) 1989年度 OSHC 業務計画

J/C 前にカウンターパートと長期専門家の間ですでに充分検討したものであるため，特段の議論はなかった。

(2) 1989年度 OSHC 運営予算

1989年度予算は現在 DOLE にて策定中。今年度予算では，地方事務所より OSHC へ労働安全衛生に関わるデータを提出させるため，データ収集に必要な基本的な測定機器等を地方事務所へ配置する計画で，これを組入れる作業のため予算書作成が若干遅れている。

しかし，3月第3週には予算書が OSHC 理事会へ提出される見込みである。

なお，1989年度予算が承認されるまで，1988年度予算（6カ月分）を繰越し使用する予定となっているが，1989年度 OSHC 予算の早期承認を得るため，予算管理省担当次官に強く働きかける意向である。

(3) 日本側技術協力内容

イ. 1989年度長期専門家及び短期専門家派遣

i) 長期専門家のうち田中リーダーは，1年間の任期のところ，1年間延長，また山崎健康管理専門家は，9月に1年間の任期を終え，後任の健康管理専門家が1年の任期で着任する予定である。

ii) 短期専門家については，健康管理部門で1名を予定しているがその指導分野及び派遣期間は，後任の長期健康管理専門家の専門分野により調整する必要があり，これについては，計画打合せ調査団と協議する。

iii) 環境管理部門は，今年の9月～11月（3カ月）X一線回折装置及び位相差顕微鏡操作指導の短期専門家を1名予定している。

iv) 安全管理部門は，比国の建設ラッシュの現状から当初4年次に計画していた建設安全の技術移転を今年実施し，この分野の短期専門家1名を9～10月（2カ月）に予定している。

v) 研修・広報部門は，今年の10月から1カ月半研修指導の短期専門家を1名予定し

ている。

- vi) なお、長期専門家（チーム・リーダー、健康管理部門）2名分、短期専門家（X一線回折装置等操作、建設安全、研修）3名分のA₁フォームはNEDA（国家経済協力局）に提出され、検討中である。

ロ、1989年度C/P日本研修受入れ

- i) 健康管理部門より1名予定しているが、後任の長期健康管理部門の専門分野により研修内容及び研修時期を調整する必要がある、これは計画打合せ調査団と協議する。
- ii) 環境管理部門より、X一線回折装置等の研修分野で1名を4月から7月まで（4カ月）研修させる予定である。
- iii) 安全管理部門より、建設安全の研修分野で1名を1990年2月から7月まで（6カ月）研修させる予定である。
- iv) 1988年度C/P日本研修の枠が4名確保されていたにもかかわらず、比国の事情で突然2名を取消すこととなった件につき、日側よりC/P研修枠をとることは大変難しく、今後このようなことが起きないように注意をうながした。

(4) 1989年度OSHC C/P職員採用

- i) 今年1月より実施していたC/P職員採用は、第1次応募者のインタビュー、筆記試験、最終選考を終え41名を選抜し（外部68%、DOLE32%）、現在任命の手中である。
- ii) 第2次及び第3次応募者は、3月9日及び10日に筆記試験を実施し、3月第4週にインタビュー、最終選考を終え、4月中旬には任命する予定であり、予定されているOSHCの職員定員136名の採用を終える予定である。
- iii) 公募による職員の募集は、政治家の介入をまねき、コネで関係応募者を採用せざるを得ない場合があるため避けている。しかし、適格な応募者が定員に満たない場合公募も考慮する。
- iv) 当初要求から削減された定員の復活及び職員給与額の改善に関し、予算管理省へ要求中である。
- v) OSHC職員の給与が低いため、C/P日本研修等を経験した優秀なC/Pが他の高給な職場へ移る恐れがあるが、公務員法で公費による海外研修を受けたものは、3～5年間公務に従事しなければならない規則があるため、その事態はある程度避けられる。
- vi) 現在、議会に提出され検討されている国家公務員給与標準化法案が可決されれば、OSHCもその法案の適用を受けるので、職員給与が改善され、外部からの採用者の給与はDOLEからの出向職員の給与とある程度調整される。
- vii) OSHC所長の任命権は大統領にあるが、第1次職員採用にあわせ、労働雇用大臣よ

り適格者が推薦される見込みである。

(5) OSHC 運営に必要なライセンスの取得

臨床検査室(Medical Laboratory)の許可証及びフィルムバッチの登録以外は、必要な登録、認可証を取得済みで、これら2つの許可取得・登録の手続きを早急に計る。

(6) その他

イ. OSHC の位置付け

i) OSHC を DOLE の下に位置付ける法案(Senate No. 698)は、現在上院の公聴会にかけられ検討中である。

ii) ECC を改組し、機能を高めるための法案(Senate No. 697)が同じく上院で現在審議中である。

ロ. 災害データ収集のための処置

災害発生報告を怠ると罰金を課する法案が議会に提出中である。法案が通れば、地方事務所から BWC に提出される災害データも増加し、内容は OSHC にも伝えられるので、地方事務所と OSHC との連携が強化される。

1st Draft
3.13.89

REPUBLIC OF THE PHILIPPINES
OCCUPATIONAL SAFETY AND HEALTH CENTER
North Ave. Cor. Science Road
Diliman, Quezon City

MEETING : SECOND OSHC JOINT COMMITTEE MEETING
JOB TITLE & NO. : The Occupational Safety & Health
Center (002)
DATE : 8 March 1989
PLACE : Conference Room 3A
3rd Floor TRB Building
OSHC Complex
North Avenue Diliman, Quezon City

PRESENT:

Philippine Side

HON. RICARDO C. CASTRO Undersecretary of. . . Chairman
Labor & Employment
JORGE B. CONTRERAS ECC Exec. Director . . . Memeber
AUGUSTO G. SANCHEZ BWC Director . . . Member
HELEN D. CUSTODIO ECC Deputy Director . . Member
OIC - OSHC

Japanese Side

MORIYA MIYAMOTO Resident Representative. . Member
JICA philippine Office
DR. RYUJI TANAKA JICA Chief Adviser . . . Member
MR. SOICHI OGASAWARA JICA Coordinator . . . Member
MR. YUKIMASA URASHIMA Working Environment
Control Expert . . . Member
MR. KOJI MATSUDA Safety Control Expert. . . Member
DR. HIROSHI YAMAZAKI Health Control Expert. . . Member
MR. YOSHIYUKI FUKUZAWA Training & Public
Information Expert . . . Member

IN ATTENDANCE AS OBSERVER:

MR. KATSUHIKO OZAWA Asst. Resident Representative
JICA Philippine Office

1. The Meeting was called to order at 1:30 p.m. by Hon. Rocardo C. Castro by welcoming the Japanese Panel to the Second Meeting of the OSHC Joint Committee.
2. This Meeting was convoked to tackle the 1989 OSHC Workplan, 1989 OSHC Corporate Operating Budget, Jica's Technical Cooperation Program, Recruitment of OSHC Personnel, Acquisition of Necessary Licences for OSHC Operations and Other Matters relevant to OSHC operations.
3. Comments on the 1989 Workplan of each division were discussed as follows:
 - a. O.I.C. Helen D. Custodio explained that budgetary allocations for the conduct of training on Bacteriological Culture (HCD) and Silica/Asbestos Analysis (ECD) were not reflected in the Workplan because the materials, reagents and consumables to be used are already available in the Center. The budget, however, for the Counterpart Training in Japan (Audio-Visual field- TPID) will be added to the Workplan.
 - b. Staff Development Program of TPID, which was lacking in their workplan, will be included as well as the Project Profile for Networking on OSH Information.
 - c. SCD's Dialogue/Seminar will be transferred to the TPID since it was agreed before that all dialogues, seminars and trainings will be handled by the said division.
 - d. The Phrase "Lead Agency - JICA" contained in all Project Profiles was agreed to be deleted. The Phil. panel explained that the phrase was used merely to mean that JICA is the one responsible for taking the lead in the training of counterparts.
4. Hon. Ricardo C. Castro discussed the Corporate Operating Budget of OSHC for 1989 and why the approval of the 1988 Budget was delayed. He explained that the Center technically has no budget for 1989 since the Center is still in the drawing board. He said that Major items, like the provision of WEM equipment for the Regional Offices, will have to be included before the draft will be submitted to the OSHC Governing Board and consequently to DBM for approval. The draft of the 1989 Budget will be ready for discussion with the Governing Board next week. In the meantime, he added that the Center is now operating under a carry-over budget of P9,138,242.00 for 6 months, which is actually the approved budget amount for 1988.

5. Mr. M. Miyamoto had sought the assurance of the Phil. side as to when the 1989 Budget will be approved. He expressed his fears about the delay in DBM's approval which might pose another problem in the smooth implementation of JICA's program concerning the Center and the operation of its own projects.

Chairman Ricardo C. Castro told the Committee that possible means to remedy the problem are being undertaken. He reported that representations had been made with DBM's Undersecretary Cabuquit for the discussion of these matters including the frequent lobbying at the parliament body for the immediate review of Bill No. 307 (transferring OSHC to DOLE) and the ECA Bill.

The Chairman also assured the Committee that even if the approval of the 1989 Budget is delayed beyond the six-months period allowed by DBM, the Center's operation will not be paralyzed in as much as the Carry-Over Budget can still be used.

6. To avoid delays in the approval of the Budget for the succeeding years, the Phil. side promised to work on the 1990 Budget this year.
7. In relation with the issue of equipping the Regional Offices with Work Environment Monitoring instrument, the Chairman said that this will help the Center to establish linkages with the Regional Offices. Dr. Tanaka also commented that it will enhance the gathering of data, especially Statistics on accidents at the Regional Level.

BWC Director A. Sanchez, at this point, explained the BWC's activity in connection with data gathering and preparation of Annual Accidents Report. He also told the Committee about a proposed legislation imposing penal sanctions i.e. Administrative fines to OSH violators as well as the other proposed law to concentrate all OSH jurisdictions into one agency only.

8. Asked by Mr. K. Osawa as to what relationship do BWC and BLES have with respect to OSHC data gathering, the Chairman assured that a formal relationship has not yet been worked out but soon a Memorandum of Agreement will be made.

9. The term of tenure of the JICA experts and the schedule of counterpart trainings in Japan were discussed by Dr. R. Tanaka.

The following were the schedules for each division:

- HCD: a. Dr. M. Yamazaki's term (long-term expert) will end on Sept. 1989
b. Arrival and specialty of the short-term will still be discussed by the coming Mission Team.
c. Training in Industrial Toxicology is set on Sept. 1989 (3 mos.) with Dr. F. Castro as the counterpart.
- ECD: a. Mr. Y. Urashima's term (long-term expert) will end on May 1990.
b. Arrival of Short-Term expert for X-ray Diffraction Technology is set on September 1989 (3 mos.)
c. Counterpart training in X-ray Diffraction is set on April 1989 (4 mos.) with Ms. L. Buelva as counterpart.
- SCD: a. Mr. K. Matsuda's term (long-term expert) will end on May 1990.
b. Arrival of short-term expert for Construction Safety is set on August 1989 (2 mos.). This is still subject to confirmation of the coming Mission Team since Construction Safety is supposed to be scheduled on the 4th year of Technical Cooperation Program.
c. Counterpart training in Construction Safety is set on February 1990 (6 mos.) with Mr. C. Dumayag as counterpart.
- TPID: a. Mr. Y. Fukuzawa's term (long-term expert) will end on September 1990.
b. Arrival of short-term expert for OSH Training is set on October 1989 (1.5 mos.)
- OED: a. Dr. R. Tanaka's term will end on May 1989 but he is extending his term for another year.
b. Mr. S. Ogazawara's term will end on May 1990.

10. Chairman R.C. Castro proposed a production of video on Basic OSH through the help of the coming short-term expert in Audio-visual and the resident TPID expert. The video will be distributed to factories for viewing of the workers/ employers during their breaktimes. In addition, BWC Dir. A. Sanchez suggested the production of video series featuring common safety hazards encountered in different industries thereby developing a library of video tapes. This proposal was gladly accepted by the Japanese Panel.

11. In connection with the training of Phil. counterparts in Japan, Mr. Miyamoto urged the Phil. side to avail of the four fellowship slots given to the Center. He said it is disheartening to know that while other countries are fighting their way to get similar fellowship trainings sponsored by JICA, the Phil. has only availed two trainings out of the four slots given to them in 1988.

Chairman R.C. Castro replied that once the permanent appointments have been made for the Regular OSHC personnel, similar situation will not happen again.

12. The Phil. panel agreed to Dr. H. Yamazaki's suggestion of rearranging the laboratory of HCD to provide a special room for the coming short-term expert who will be doing cultivation of dangerous bacteria.
13. Chairman R.C. Castro reported to the Committee the recent developments in the recruitment process of OSHC Personnel. These were the following:
 - a. Upgrading of salary was requested to DBM including the retention of the original position items slashed before by DBM.
 - b. Recruitment of personnel is now on going which is done together with the respective experts of the four divisions.
 - c. Forty-one (41) appointments of the personnel from 1st batch of applicants are now being prepared. The reported ratio is: 32% from DOLE and 68% from outside.
 - d. Conduct of special written test, panel interview by JICA and Phil. side, and final selection for the 2nd and 3rd batch of applicants are set this week.
 - e. An exemption from the 45-day Election Ban from the Commission on Elections has been secured.
 - f. Appointment of regular OSHC staff is targeted to be completed by middle of April.
14. Advertisement of positions in the newspapers, which was suggested by Mr. Miyamoto will not be done because the action will lend political pressure to the recruitment of OSHC personnel.
15. Standardization of Salary of Government workers was explained by Dir. H.D. Custodio.
16. Chairman R.C. Castro instructed the O.I.C. to look into the possibilities of giving merit increases/ incentives to personnel who perform well to counteract the low salary scales in the Center.

17. It was reported by the Phil. Panel that all licenses except for the laboratory clinic have been acquired will the acquisition of X-ray film badge is now being processed. A further instruction was given by the Chairman to make formal representations to appropriate authorities to clear up whether the Center needs the required licenses or not.
18. Dr. R. Tanaka requested the Phil. Side to discussed the rearrangement of the 5-year Technical Cooperation Program to include changes relevant to current issues in the country. These matters should be taken up by counterpart experts in consultation with the Mission Team.
19. It was agreed by the body that the experts and their respective counterparts should meet frequently to discuss adjustments and changes of the Technical Cooperation Program. In this connection, O.I.C. H.C. Custodio reported that a Memo-Circular had been issued to OSHC personnel to conduct bimonthly meetings with the expert.
20. The Committee also agreed to convene the OSH Joint Committee whenever the need arises or upon recommendation of either the Phil. or Japanese side.
21. On Technical Matters, Dr. Tanaka suggested the following:
 - a. Installation of coarse filters at water sources of HCD and ECD's water-purifying equipment.
 - b. Installation of a water cooling system for water sources of X-ray machine at HCD.
 - c. Re-wiring of the electrical installation at the Auditorium to directly connect its lighting and sound-system to Center's generator in case brown outs occurs.
 - d. Early provision of curtains for offices and blinds for the laboratories, and black painting of windows at X-ray room.
 - e. Copy furnish Dr. Tanaka's office of any administrative orders, issues, and other undertakings affecting the operation of the Center, which are issued by the OIC.
22. Asked by Mr. M. Miyamoto as to what happened to DOLE's request on the President's intervention to relocate the OSHC to DOLE, Chairman R.C. Castro explained that the President's Office advised them to signify their support and endorse same through the Legislation procedures, which was already undertaken by DOLE through the filing of Senate Bill No. 698 and House Bill No. 16552 in both houses of Parliament.

23. Mr. Miyamoto also expressed his concern about the pending appointment of the permanent Executive Director of the Center.

Chairman R.C. Castro said that the decision is still with the President, however, he hoped that Secretary Drilon. would give his advise next week.

24. The schedule of the coming Japanese Mission Survey Team was confirmed by the Committee.
25. The meeting was adjourned at 5:10 p.m.

- o -

Ⅶ. 建設安全に係る資料

20 March 1989

MR. HIROICHI ONO
Team Leader
Mutual Consultation Team

Dear Mr. Ono,

For the operation of the OSHC, we have developed a Five-Year Technical Cooperation Program scheduling activities for the technology transfer in all of the four (4) technical divisions both by the Long and Short Term Experts. We are committed to base our Annual Workplan of Activities on the Five-Year Technical Cooperation Program.

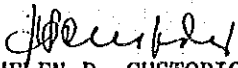
In this connection, we are formally requesting the Mutual Consultation Team to make certain revisions on the activities of the Safety Control Division. In particular, we would like to transfer the schedule of training of counterparts in Construction Safety (which is scheduled for 1991) within this year. As a result, the training of counterparts on Hazardous Machines will be re-scheduled for 1991 due to the following reasons:

1. That presently, there is a mini boom in the construction industry in this country;
2. That we have to develop, as early as we can, baseline data on the safety and health condition in construction which can be the basis for the formulation of safety guidelines and policies and for the improvement of our Standards;
3. That the accident cases in Construction Industry reported to the Bureau of Working Conditions (BWC) increased by more than 100% from 1987 to 1988;
4. That one of the major thrusts of the ILO is to give emphasis to the safety and health of workers in Construction Industry in the Asian Region.

We hope that our recommendation will be favorably considered.

Thank you.

Very truly yours,


HELEN D. CUSTODIO
Officer-in-Charge
OSHC

HDC/ejv

GROSS VALUE AND GROSS VALUE ADDED IN CONSTRUCTION
BY TYPE OF CONSTRUCTION, 1986 TO 1987
(As of December, 1987)
Unit : In P M

INDUSTRY/ TYPE OF CONSTRUCTION	AT CURRENT PRICES		AT CONSTANT PRICES	
	1986	1987	1986	1987
GROSS VALUE OF CONSTRUCTION	46,199	56,387	5,505	6,260
1. Government	18,148	22,250	2,161	2,458
2. Private	28,051	34,137	3,344	3,802
a) Residential				
b) Non-residential				
GROSS VALUE ADDED IN CONSTRUCTION	22,685	27,774	3,382	3,919
1. Government	9,500	11,234	1,411	1,585
2. Private	13,185	16,540	1,971	2,334

ANNUAL GROWTH RATES
GROSS VALUE AND GROSS VALUE ADDED IN CONSTRUCTION
BY TYPE OF CONSTRUCTION, 1985 TO 1987
(As of December, 1987)
Unit : In Percent

INDUSTRY/ TYPE OF CONSTRUCTION	AT CURRENT PRICES		AT CONSTANT PRICES	
	1985-1986	1986-1987	1985-1986	1986-1987
GROSS VALUE OF CONSTRUCTION	- 17.84	22.05	- 22.62	13.71
1. Government	- 2.93	22.60	- 7.73	13.74
2. Private	- 25.26	21.70	- 29.92	13.70
a) Residential				
b) Non-Residential				
GROSS VALUE ADDED IN CONSTRUCTION	- 17.53	22.03	- 20.57	15.88
1. Government	- 4.25	18.25	- 7.48	12.33
2. Private	- 25.02	25.45	- 27.88	18.42

CONSTRUCTION (1985)

Reporting Establishments 2
 Number of Workers Involved 2,074
 Employee-Hours Worked^{1/} 4,977,600
 No. of Disabling Injury 314
 Frequency Rate^{2/} 63.08
 Severity Rate^{3/} 97
 Last Year's Frequency Rate 5.09
 Last Year's Severity Rate. 548

TABLE I: ACCIDENT COST OF 1985 WORK INJURIES^{4/}

EXTENT OF INJURY	TOTAL	DIRECT COSTS			INDIRECT COSTS	DAYS ^{5/} LOST
		Compensation	Medical	Burial		
Total	: 15,889.18	: 15,889.18	:	:	:	: 483
Temporary Total	: 15,889.18	: 15,889.18	:	:	:	: 483
	:	:	:	:	:	:
	:	:	:	:	:	:

1/ Except as otherwise indicated, figures are estimated employees hours worked for the period January to December, 1981, based on 8-hour, 6-day, 50-week periods in a year.

2/ Frequency Rate - total number of disabling injuries per million employee-hours of exposure.

3/ Severity Rate - total number of days lost or charged per million employee-hours of exposure.

4/ Based on data available in 260 cases reported in BWC-DOLE.

5/ Includes hospitalization.

PHILIPPINE CONTRACTORS ACCREDITATION BOARD
 Statistics Report for 1st Sem Contracting Fiscal Year 1985-86
 (July-December, 1985)

I. Frequency Distribution of Licensed Constructors by Category

CATEGORY	RENEWED	NEW	TOTAL
AAA	16	0	16
AA	29	0	29
A	313	3	316
B	471	18	489
C	413	45	458
D	813	96	909
TRADE	85	30	115
T O T A L	2140	192	<u>2332</u>

II. Frequency Distribution of Licensed Constructors by Region

REGION	RENEWED	NEW	TOTAL
NCR	958	107	1065
1	140	5	145
2	51	3	54
3	188	19	207
4	138	8	146
5	83	3	86
6	103	9	112
7	113	14	127
8	77	6	83
9	64	5	69
10	59	4	63
11	116	4	120
12	50	5	55
TOTAL	2140	192	<u>2332</u>

VIII. 正規職員採用予定者名簿

「フィリピン労働安全衛生センター」正規職員任命予定者名簿（第1回分）

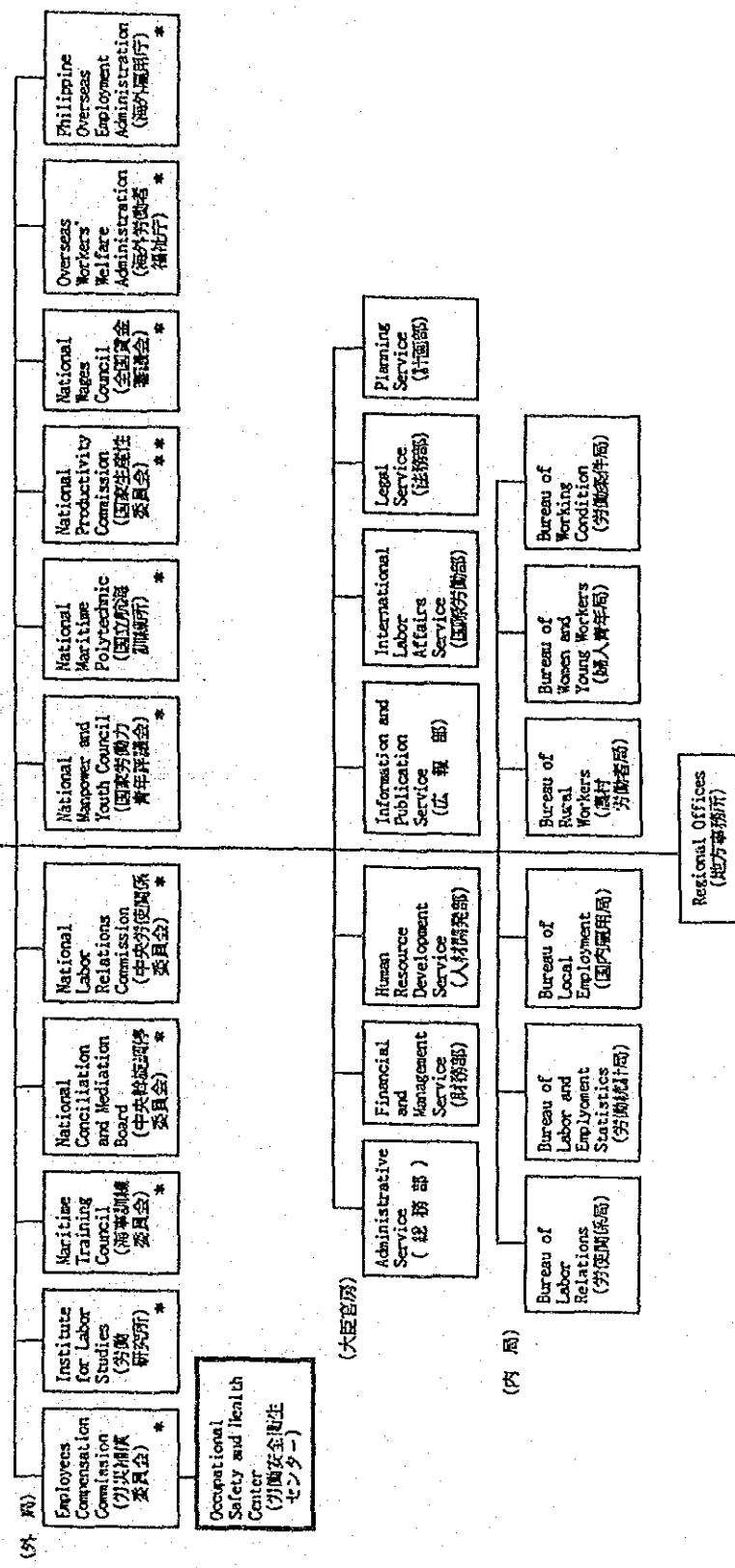
部 門				
健康管理	Felicidad T. Castro	Senior Occupational Health Officer	Arthen Rosete	X-ray Technician
	Ma. Teresita S. Cucuenco	Occupational Health Officer	Vicente G. Dumael	X-ray Technician
	Ruby Paz S. Reyes	Occupational Health Officer	Wilfredo J. Tandayu	X-ray Technician
	Ermenila de Ileen Roccas	Hurse		
	Teresa S. Andres Ma. Dolores Agnes Calidao	Medical Technologist Medical Technologist	Iualhat S. Giron Sonia Amelia Misa	Senior Clerk Senior Clerk (11人)
環境管理	Agnes A. Ramos	Division Chief II	Jesusa G. Gatpandan	Aide Industrial Safety Engineer
	Lourdes B. Buelva	Principal Industrial Safety Engineer	Homer P. Suller	Aide Industrial Safety Engineer
	Emiliane I. Mercado	Principal Industrial Safety Engineer		
	Rhesa M. Noble	Principal Industrial Safety Engineer	Santjago G. Aguilar	Senior Clerk (7人)
安全管理	Eduardo E. de la Cruz	Division Chief II	Reynaldo C. Angeles	Industrial Safety Engineer
	Ceasar M. Dumayag	Principal Industrial Safety Engineer	Eliseo U. Uy	Industrial Safety Engineer
	Concepcion sto. Tomas	Senior Industrial Safety Engineer		
	Carlos M. Corbez, Jr.	Industrial Safety Engineer	Ma. Perona Sebastian	Senior Clerk (7人)
研修・広報	Marvel G. Ruiz	Division Chief II	Edgardo Poblador	Audio-Visual Production Technician
			Jaine Buragos	Senior Artist Illustrator (3人)
管 理	Yolanda G. Reyes	Division Chief I	Genevieve B. Cayetano	Senior Clerk
	Bernandette U. Coden	Bndget Officer I	Geovge Ascano	Messenger
	Alejandro F. Buniag	Cashier I	Rodolfo Mata	Driver
	Marissa P. Melgarejo	Senior Cash Clerk	Ariel de Torres	Driver
	Josephine Caballes	Senior Clerk		 (9人)
所長付き	Rudolp Y. Jovero	Supervising EDP Systems Analyst	Francisco Machica	Utilityman
	Ramon Joaquin	Driver	Virgilio Gabriel	Messenger (4人)

合計 41人

IX. 労働雇用省組織図

ORGANIZATION CHART
 DEPARTMENT OF LABOR AND EMPLOYMENT (DOLE)
 PER EO 126 - January 30, 1987, EO 751 - July 25, 1987
 and EO 337 - November 4, 1988

Office of the Sec. Proper (大臣)
 Office of the 4 Undersecretaries (次官 4名)
 Ofcs. of the 4 Asst. Secretaries (次官補 4名)



* Attached to DOLE for policy and program coordination & administrative supervision
 ** Attached to DOLE for policy and program coordination

X. 工場・事業場衛生・環境・安全・実態調査実績表

工場・事業場 衛生・環境・安全実態調査実績表

健康管理部門

番号	調査年月日	工場・事業場名	調査対象	備考
1	1989- 1-13	National Wage Council	X-Ray: 60名 Urinalysis: 63名	DOLE(Department of Labor and Employment)の職員を対象とした健康診断 計 X-Ray:923名 Uri. :844名
		Bureau of Labor and Employment Statistics	X-Ray: 49名 Urinalysis: 41名	
		Bureau of Working Conditions	X-Ray: 42名 Urinalysis: 29名	
2	1989- 1-23 ~24	Philippine Overseas Employment Administration	X-Ray:183名 Urinalysis:158名	
3	1989- 1-30	Bureau of Women and Young Workers	X-Ray: 22名 Urinalysis: 32名	
		Bureau of Local Employment	X-Ray: 27名 Urinalysis: 33名	
		Bureau of Labor Relations	X-Ray: 29名 Urinalysis: 32名	
4	1989- 1-31	Bureau of Rural Workers	X-Ray: 80名 Urinalysis: 80名	
5	1989- 1-31 ~2- 1	Overseas Worker Welfare Administration	X-Ray:119名 Urinalysis: 91名	
6	1989- 2- 6	Institute for Labor Studies	X-Ray: 52名 Urinalysis: 40名	
		Regional Office IV	X-Ray: 50名 Urinalysis: 46名	
7	1989- 2-13	National Conciliation and Mediation Board	X-Ray: 45名 Urinalysis: 46名	
		Financial and Management Service	X-Ray: 23名 Urinalysis: 13名	
		Administrative Service	X-Ray: 49名 Urinalysis: 47名	
8	1989- 2-15	Legal Service	X-Ray: 18名 Urinalysis: 16名	
		Planning Service	X-Ray: 19名 Urinalysis: 21名	
		Information and Publication Service	X-Ray: 16名 Urinalysis: 17名	
		Human Resource Development Service	X-Ray: 37名 Urinalysis: 39名	
9	1989- 3- 6 ~10	Philex Mining Corporation	約 360名	項目毎の受診人数は 集計中

環境管理部門

番号	調査年月日	工場・事業場名	調査対象	備考
セラミクス工場における粉じんの作業環境調査				
1	1988-10-21	Clayburn Ceramics	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> 鉱物性粉じん </div>	
2	1988-10-26	Pioneer Ceramics Ruthware Ceramics		
3	1988-10-27	Rizal Pot Manufacturing Pasig Pottery Co. Enriquez & Sons		
4	1988-11-3	Hariwasa Manufacturing		
5	1988-11-11	Philippine Tiles Co.		
6	1988-11-15	A. A. Ceramics		
7	1988-11-16	Saniwares, Inc.		
8	1988-11-17	Fil-Hispano, Inc.		
9	1988-11-18	Brilliant Ceramics		
10	1988-11-24	Saniwares, Inc.		
工場・事業場の依頼を受けて行った作業環境調査				
11	1988-8-18	Manila Midtown Hotel	熱、湿度、風速 鉱物性粉じん、湿度 鉱物性粉じん、騒音、熱 気中アンモニア濃度、熱 気中鉛濃度、風速 有機溶剤（ラッカーシンナー）の成分分析	
12	1988-9-6	Johnsons & Johnsons		
13	1988-9-30	Armel Plastics Inc.		
14	1988-12-7	S. C. Johnson & Sons		
15	1988-12-13	Motorola Philippines		
16	1989-1-13	Atty. Leoncio Solidum		

17	1989- 2-14	Motorola Philippines	ブラスチック粉じん、気中鉛濃度
18	1989- 2-22	United Laboratories	騒音

安全管理部門

番号	調査年月日	工場・事業場名	調査対象	備考
セラミクス工場における労働安全実態調査				
1	1988-10-26	Pioneer Ceramics Ruthware Ceramics	一般的な労働安全状況調査	
2	1988-10-27	Rizal Pot Manufacturing Pasig Pottery Co. Trinidad Pot		
3	1988-11- 3	Mariwasa Manufacturing		
4	1988-11-15	Phils Tiles Co.		
5	1988-11-16	Saniwares, Inc.		
6	1988-11-17	Fil-Hispano, Inc.		
工場・事業場の依頼を受けて行った労働安全実態調査				
7	1988- 7-10	Midtown Hotel	労働安全状況評価のための調査	
8	1988- 8-17	Johnsons & Johnsons	労働安全状況評価のための調査	
9	1989- 1-27	Newton Engineering	労働安全状況評価のための事前調査	

XI. 保護具等依頼試験実績表

保護具等依頼試験実績表

安全管理部門

番号	保護具等の種類	報告書年月日	依頼会社名	備考
1	安全靴	1988-10-11	KEG'S Enterprises	
2	安全靴	1988-10-18	Portland Shoe Manufacturing, Inc.	
3	安全靴	1989-2-9	Fronich Shoe Factory	

XII. セミナー等開催実績表

セミナー等開催実績表

番号	開催年月日	セミナー等の名称	参加人員	備考
1	1988-9-29	Dialogue on Occupational Safety and Health in the Philippine Setting: Its Status and Possibilities	55名	O S H C 主催
2	1988-11-6~11	Seminar-Workshop on Occupational Safety and Health in the Construction, Woodworking and Forest Industries	25名	Friedrich Ebert Stiftung 主催、C/P 講師
3	1989-1-31 ~ 2-3	Basic Occupational Safety and Health Training Course for PLDT Supervisors	30名	Philippine Long Distance Telephone Company 主催、 C/P カリキュラム構成及び 講師

(注) O S H C が主催したもの、他の団体が安全衛生セミナーを開催したときアドバイザーをし、かつ、C/P が講師となったもの及び
C/P が講師として参加したときアドバイザーをしたものを示した。

