



Republic of the Philippines
Department of Labor and Employment

OFFICE: DOLE-CARDATE: September 17, 2018

FOI INFORMATION INVENTORY SHEET

No.	Agency Abbreviation	Agency Name	Title	Description	Online Publication	File Format	Location/ URL	Disclosure	Original Data Owner	Data Maintainer	Date Released	Frequency of update
1	DOLE CAR	Department of Labor and Employment Regional Office CAR	Administrative Order	Enforceable order issued by a public authority (under the powers conferred to it by one or more statuses) to an individual or an organization to take certain corrective action, or to refrain from an activity.	no			Public	DOLE CAR	DOLE CAR		
2	DOLE CAR	Department of Labor and Employment Regional Office CAR	Memorandum Order	Written record or communication.	no			Exception	DOLE CAR	DOLE CAR		Depending on issuance of RD
3	DOLE CAR	Department of Labor and Employment Regional Office CAR	Labor Only Contracting Cases	An arrangement where the contractor or subcontractor merely recruits, supplies or places workers to perform a job, work or service for a principal.	no			Internal	MALSU	MALSU		
4	DOLE CAR	Department of Labor and Employment Regional Office CAR	Certificate of No Pending Case	1 day processing. The said certificate would depend on the client's request.	no			Exception	RECORDS	RECORDS		
5	DOLE CAR	Department of Labor and Employment Regional Office CAR	Settled & Closed Cases	Cases which are already complied and for safe keeping.	no			Internal	MALSU	MALSU		
6	DOLE CAR	Department of Labor and Employment Regional Office CAR	Appealed Cases	Cases which we indorse to BWC for further decisions.	no			Internal	MALSU	MALSU		
7	DOLE CAR	Department of Labor and Employment Regional Office CAR	Annual Reports	Annual Report showcasing DOLE CAR's achievements (targets) for the year.	yes	pdf	http://car.dole.gov.ph/default.php?retsamlakygee=25&resource=3452863532e1772752ab8a016b50b69d	Public	LCO	LCO		yearly
8	DOLE CAR	Department of Labor and Employment Regional Office CAR	Program/Project Beneficiaries	Scope of beneficiaries of DOLE Programs/Projects	NO			Public	DOLE Central Office	DOLE Central Office		
9	DOLE CAR	Department of Labor and Employment Regional Office CAR	Status of Implementation of Programs/Projects	Status of Implementation of Programs/Projects of the region	NO			Public	DOLE-CAR	DOLE CAR		Monthly/Quarterly
10	DOLE CAR	Department of Labor and Employment Regional Office CAR	Annual Procurement Plan, contracts awarded and the name of contractors/suppliers/consultants	The Region's Annual Procurement Plan, contracts awarded and the name of contractors/suppliers/consultants	NO			Public	DOLE-CAR	DOLE CAR		yearly
11	DOLE CAR	Department of Labor and Employment Regional Office CAR	Quality Management System Certified by International Certifying Body	The Department's Quality Management System Certified by International Certifying Body	yes	pdf	http://car.dole.gov.ph/default.php?retsamlakygee=25&resource=3452863532e1772752ab8a016b50b69d	Public	DOLE-CAR	DOLE CAR		

12	DOLE CAR	Department of Labor and Employment Regional Office CAR	Freedom of Information Manual (FOI)	Freedom of Information Manual (FOI)	NO			Public	DOLE Central Office	DOLE Central Office		
13	DOLE CAR	Department of Labor and Employment Regional Office CAR	Transparency Compliance	Composed of: Status of Cases, Net Worth of Officials, COA's annual Audit, and Regional Annual Report	NO			Public	DOLE CAR	DOLE CAR		yearly
14	DOLE CAR	Department of Labor and Employment Regional Office CAR	Employment and Skills Development	<p>Composed of: 2018 Job Fair Schedules Job Vacancies @ Phil-job.net Job Vacancies @ DOLE-CAR Employment Guide for Students and Jobseekers Labor Market Information Project Jobsfit ROXI Project Jobsfit 2020 Vision Public Employment Service Office(PESO) RO XI - 2014 PESO Directory Special Program for Employment of Students (SPES) Online SPES Registration - Applicants SPES Forms List of SPES Beneficiaries Employment Permits and Licenses List of Registered Private Employment Agencies (PEA) List of Alien Employment Permits (AEP) List of Working Child Permits (WCP) List of Special Visa for Employment Generation (SVEG) List of Registered Job Service Contractors and Sub-contractors Under D.O. 18-A List of Registered Contractors/Subcontractors List of Contractors/Subcontractors with Certificatr of Compliance (CoC) List of Contractors/Subcontractors with Expired Registration Under D.O. 18-A List of Contractors/Subcontractors with Expiring Registration Under D.O. 18-A AEP Notice of Filing of Application List of Publications</p>	yes	pdf	http://car.dole.gov.ph/default.php?retsamlakygee=25&resource=3452863532e1772752ab8a016b50b69d	Public	DOLE CAR	DOLE XI and BLE		
15	DOLE CAR	Department of Labor and Employment Regional Office CAR	Labor Standards Enforcement and Dispute Resolution	<p>Composed of: Implementation of Compressed Workweek Schemes Regular Holidays and Special Non-working Days for 2017 2014 Handbook on Workers' Statutory Monetary Benefits (English) Accomplishment Report on Regularization RO XI Report on Regularization / List of Regularized Workers Labor Laws Compliance System (LLCS) Labor Laws Compliance Officers in Region XI - Davao Region List of Certificates of Compliance(COC) Issued - Davao Region 2016 List of Establishments for Issuance of COC Tripartite Certificate of Compliance with Labor Standards (TCCLS) List of Establishments Issued with TCCLS Child Labor-Free Establishments (CLFE) List of Child Labor-Free Establishments Labor Advisory No. 11 - Series of 2014 Non-Interference in the Disposal of Wages and Allowable Deductions Safety and Health Programs Schedule of Occupational Safety and Health(OSH) Trainings List of Approved Construction Safety and Health Program (CSHP) List of Accredited Safety Practitioners</p>	yes	pdf	http://car.dole.gov.ph/default.php?retsamlakygee=25&resource=3452863532e1772752ab8a016b50b69d	Public	DOLE CAR	DOLE CARand DOLE BLR		

16	DOLE CAR	Department of Labor and Employment Regional Office CAR	Social Welfare and Protection	Composed of: Batas Kasambahay Implementing Rules and Regulations (IRR) DILEEP Grants DILEEP Beneficiaries Community Based Employment Program (CBEP) Beneficiaries Setting of Lactation Station in the Workplace Guidelines for Issuance of DOLE Certification for Establishments which Employ Persons with Disability (PWD) List of Accredited Co-Partners (ACPs) Advisory on the Two-Tiered Wages System (TTWS) RBXI-01: Advisory on the Implementation of Productivity-Based Incentive Schemes for the Banana Industry in Davao Region	yes	pdf	http://car.dole.gov.ph/default.php?retsamlakygee=25&resource=3452863532e1772752ab8a016b50b69d	Public	DOLE CAR, RTWPB CAR and DOLE BWSC	DOLE CAR, RTWPB CAR and DOLE BWSC		
17	DOLE CAR	Department of Labor and Employment Regional Office CAR	News Releases and Good News Releases	News/Good News Reports on DOLE XI Updates and Program Achievements Specifically Disseminated to the Media	yes	web post	http://car.dole.gov.ph/default.php?retsamlakygee=25&resource=3452863532e1772752ab8a016b50b69d	Public	DOLE CAR	DOLE CAR		

Prepared by:

Patrick T. Rillorta
FOI Receiving Officer

Reviewed by:

EMERITO A. NARAG
FOI Decision Maker

Noted by:

EXEQUIEL RONIE A. GUZMAN
Head of Office