

## Balancing Work and Family Responsibilities: 2010 (Second of a series on Industrial Relations Practices)

The Bureau of Labor and Employment Statistics (BLES) in coordination with the DOLE Regional Offices conducted the 2009/2010 BLES Integrated Survey (BITS) of non-agricultural establishments employing 20 or more workers nationwide. The main objective of the survey is to generate integrated data sets on employment of specific groups of workers, occupational shortages and surpluses, balancing work and family responsibilities and working time arrangements, occupational safety and health practices, and occupational injuries and diseases.

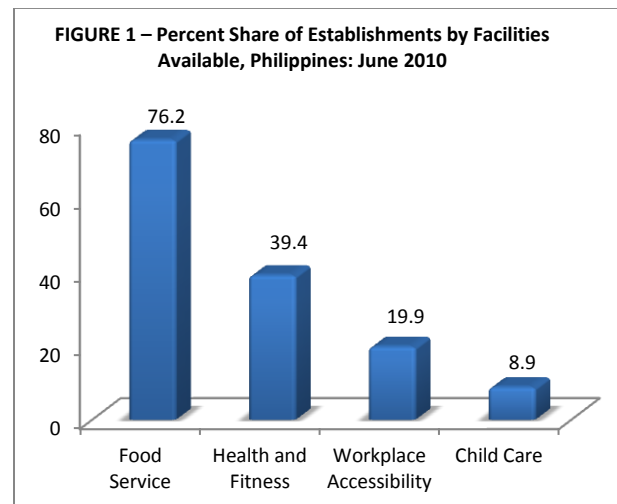
This series of LABSTAT Updates specifically focuses on the results of the survey on the extent of unionism and collective bargaining in the country, balancing work and family responsibilities and working time arrangements, and health and safety practices adopted/implemented by 23,723 estimated establishments as of June 2010.

This issue focuses on facilities provided, programs implemented and non-statutory leave and flexible work arrangements adopted with regards to balancing work and family responsibilities. The metadata and the statistical tables of the survey are posted at the BLES website.

### Facilities Available

Establishments provided a variety of facilities for their employees. Commonly available were food service facilities (76.2%), health and fitness facilities (39.4%) and facilities that enhance workplace accessibility (19.9%). Least available were child care facilities with only 8.9%. (Figure 1)

Food service facilities like pantry or canteen/food services were mostly provided in establishments engaged in health and social work except public health services (94.2%); education services (93.3%); and mining and quarrying (88.5%).



On health and fitness, about 1 out of every 5 establishments had sports facilities (21.7%) and sleeping or nap area (20.7%) while only 1 out of every 11 establishments (9.0%) had physical/wellness center. (Figure 2)

Industry-wise, the sports facilities (70.0%) and physical/wellness center (29.4%) were mostly available in establishments engaged in private education services while sleeping/nap areas were mostly provided in establishments engaged in health and social work except public health services (39.1%); and transport, storage and communications (25.8%).

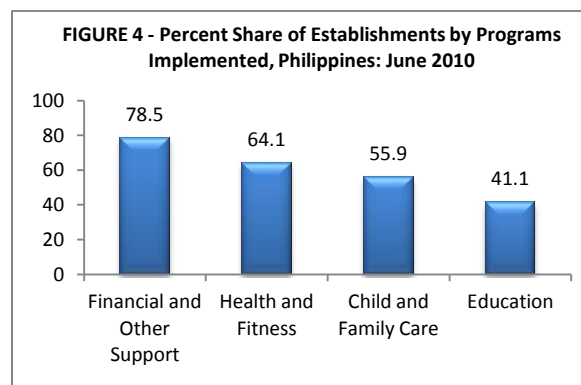
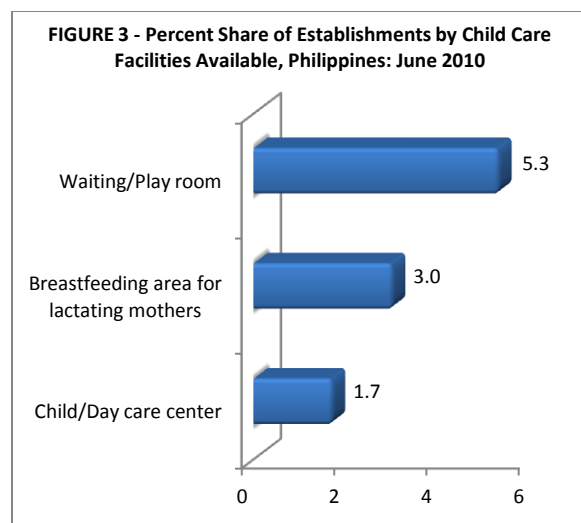
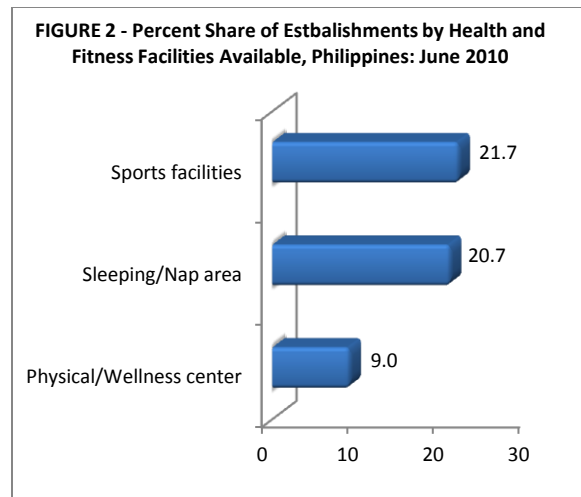
To enhance workplace accessibility, establishments provided transport arrangement for all employees (11.5%) and to employees on night shift or rendering overtime work (7.4%). The former was commonly provided in establishments engaged in mining and quarrying (41.0%) while the latter in 1 out of every 4 establishments in construction (24.6%).

Child care facilities available in establishments were waiting or play room (5.3%), breastfeeding area for lactating mothers (3.0%) and day care center (1.7%). (Figure 3)

Breastfeeding area was most available in about 1 out of every 2 (48.4%) establishments in the health and social work except public health services; while waiting/play room (27.5%) and child/day care center (11.5%) were common in establishments engaged in private education services.

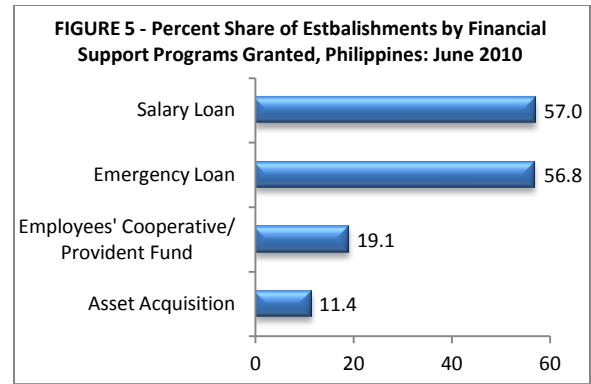
**Programs Implemented**

Likewise, establishments implemented several programs for the benefit of their workers. The top three (3) most popular programs implemented by more than half of the establishments were financial and other support programs (78.5%); health



and fitness (64.1%) and child and family care (55.9%). Educational programs were provided only in 41.1% of the total establishments. (Figure 4)

The financial support commonly granted by establishments to their employees were salary loan (57.0%) and emergency loan (56.8%). About 1 out of every 4 establishments also provided assistance through their employees' cooperative/provident fund (19.1%) while only 1 out of 9 had asset acquisition loan (11.4%) program. (Figure 5)

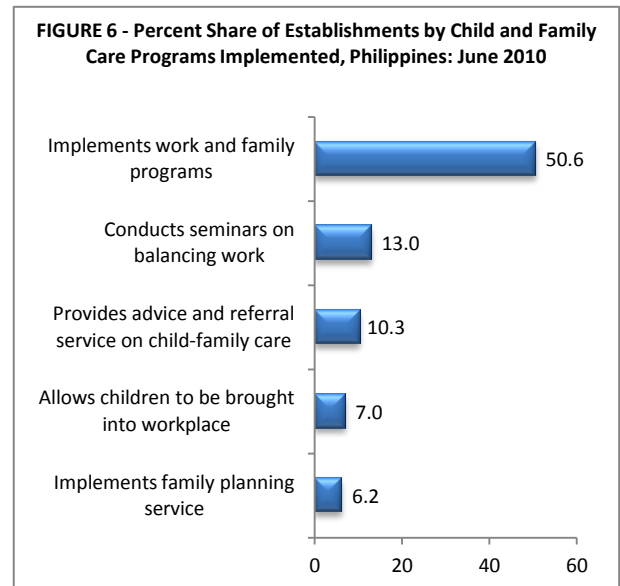


By industry, financial support were provided by 4 out of every 5 establishments in financial intermediation (91.8%); private education services (83.7%); wholesale and retail trade (83.6%); health and social work except public health services (81.8%); other community, social and personal service activities (81.2%); and transport, storage and communications (80.4%).

TABLE 1 – Number and Percent Share of Establishments by Health and Fitness Programs Implemented, Philippines: June 2010

Health and Fitness Programs Implemented	Number of Establishments	% Share
<b>Total</b>	<b>15,217</b>	<b>64.1</b>
Health Maintenance Organization (HMO)	8,935	37.7
<i>HMO for employees only</i>	5,682	24.0
<i>HMO for employees and dependents</i>	3,252	13.7
Medical subsidy	6,888	29.0
Medical insurance	5,521	23.3
Stress Management/Counseling	2,692	11.3
Health/Fitness subsidy	1,864	7.9
HIV/AIDS Prevention	1,777	7.5

The provision of an HMO card, fully shouldered by employers was commonly implemented in health and fitness program (37.7%). Of this, about 1 out of every 4 establishments granted HMO card to its employees (24.0%) while around 1 out of every 8 establishments granted HMO card for its employees and their dependents (13.7%). Less than one-third granted medical subsidy (29.0%) and medical insurance (23.3%) to its employees. Only 7.5% of the establishments had HIV/AIDS prevention program. (Table 1)



The top 3 industries with high proportion of establishments granting health and fitness related programs were mining and quarrying (85.5%); financial intermediation (80.7%); and health and social work except public health services (78.3%).

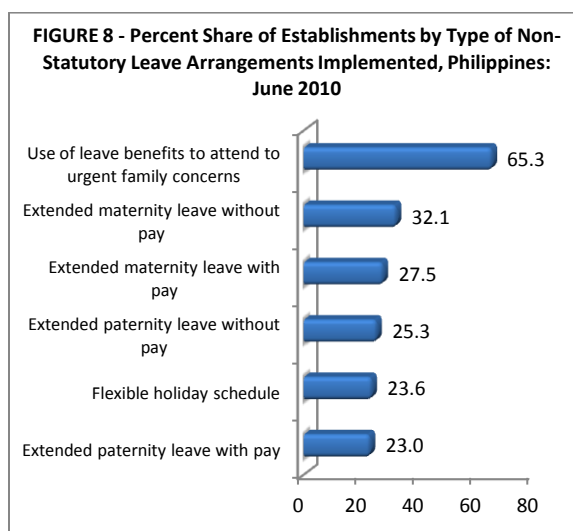
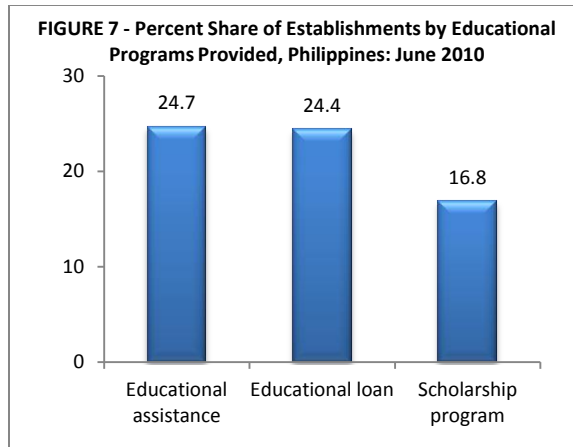
On child and family care, one-half (50.6%) of the establishments implemented work and family programs for their employees. A lesser proportion conducted seminars on balancing work and family responsibilities (13.0%); provided advice and referral service on

issues relating to child and family care (10.3%) and allowed children to be brought into the workplace (7.0%). (Figure 6)

Bulk of the establishments with child and family programs were in the following industries: health and social work except public health services (82.0%); private education services (76.7%); mining and quarrying (63.3%); and electricity, gas and water supply (61.4%).

Relative to education programs, about 1 out of every 4 establishments provided educational assistance (24.7%) and educational loan (24.4%). Specifically, about 1 out of every 9 establishments provided educational assistance to employees and their dependents (9.6%) and to employees only (8.8%) while 1 out of 7 establishments granted educational assistance to dependents only (6.8%). Only 1 out of every 6 establishments (16.8%) had scholarship program for its employees. (Figure 7)

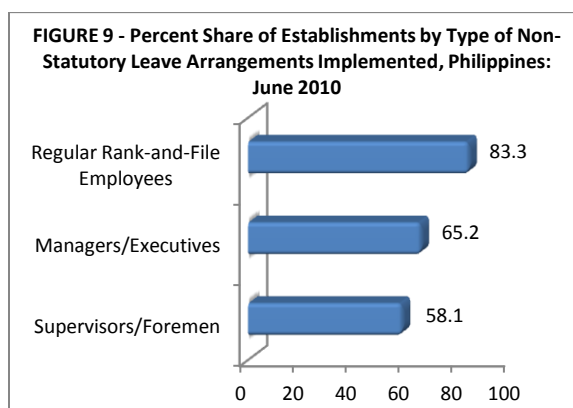
As expected, education programs were mostly implemented in establishments engaged in private education services (92.4%). These were also provided in mining and quarrying (65.3%); health and social work except public health services (48.3%); financial intermediation (42.9%); and electricity, gas and water supply (41.9%) industries.



### Non-Statutory Leave Arrangements Granted

About 86.2% (20,453) of the total establishments allowed some flexibility at work with the implementation of non-statutory leave arrangements. The most common was the use of leave benefits to attend to urgent family concerns (65.3%) followed far behind by extended maternity leave both without pay (32.1%) and with pay (27.6%). Extended paternity leave without pay was also provided in 1 out of every 4 establishments (25.3%). (Figure 8)

These leave arrangements were mostly granted to regular rank-and-file employees (83.3%), managers/executives (65.2%), and supervisors/foremen (58.1%) and (Figure 9)



Notably, non-regular rank and file workers were accorded with extended maternity leave without pay (11.8%), extended paternity leave with pay (9.5%), flexible holiday schedule (7.1%) and time-off in lieu of extra hours worked (5.2%). (Table 2)

## Flexible Work Arrangements Adopted

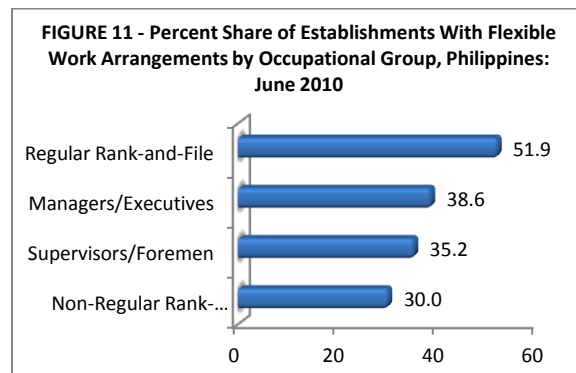
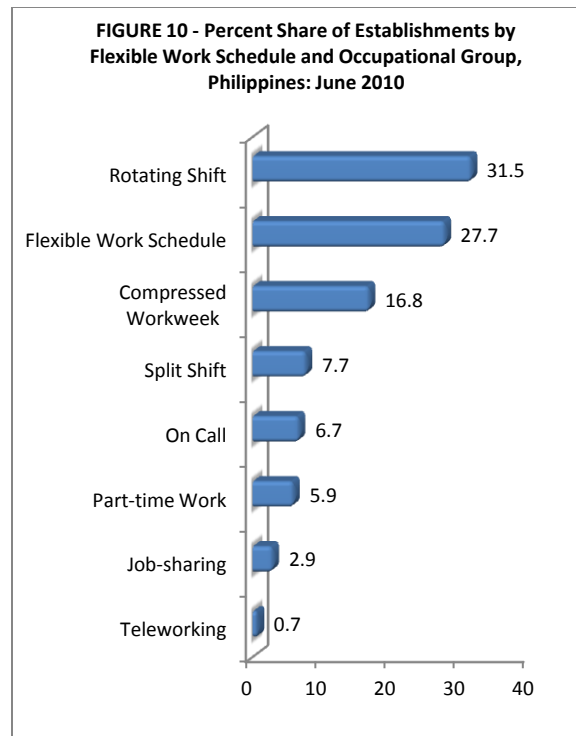
Three-fifths of the total establishments (61.9%) had flexible work arrangements. Common flexible work arrangements adopted by establishments were rotating shift (31.5%), flexible work schedule (27.7%) and compressed work week (16.8%), among others. (Figure 10)

It was implemented by some establishments for regular rank-and-file employees (51.9%), managers/executives (38.6%), supervisors/foremen (35.2%) and non-regular rank-and file employees (30.0%). (Figure 11)

*Rotating shift* is an arrangement where an employee’s work schedule changes periodically from days to evenings or vice versa. This was the most preferred flexible arrangement for regular rank and file employees (28.7%) and non-regular rank and file employees (16.2%). (Table 3)

Another work arrangement being adopted in establishments was *flexible work schedule (or flexi time)* where an employee works at least 8 hours each working day, with attendance during “core” hours compulsory, but may start and quit work at his/her convenient time, provided that this does not disrupt the daily operation and delivery of services of the establishment. This work arrangement was commonly adopted by managers (20.2%), regular rank and file (15.6%) and supervisors and foremen (13.1%).

*Compressed workweek* is practiced when the normal workweek is reduced to less than 6 days but the total number of hours



per week shall remain. Almost the same proportion of establishments adopted said arrangement for their regular rank and file (13.5%), non- regular rank and file (13.1%) and managers/executives (12.1%).

**FOR INQUIRIES**

Regarding this report contact LABOR RELATIONS STATISTICS DIVISION at 527-3000 local 319  
 Regarding other statistics and technical services contact BLES Data Bank at 527-9311 (Telefax)  
 Or write to BLES c/o Databank, 3/F DOLE Bldg. Gen. Luna St., Intramuros, Manila, 1002  
 FAX 527-55-06 Email: bles\_lrsd@hotmail.com or visit our website at <http://www.bles.dole.gov.ph>

**TABLE 2 - Percent Share of Non-Agricultural Establishments Employing 20 or More Workers With Non-Statutory Leave Arrangements by Type of Leave Arrangements Provided and Occupational Category, Philippines: June 2010**

NON-STATUTORY LEAVE ARRANGEMENTS	All Occupations	Managers/ Executives	Supervisors/ Foremen	Regular Rank and File	Non-Regular Rank and File
Use of leave benefits to attend to urgent family concerns	65.3	52.5	46.9	62.7	-
Extended maternity leave without pay	32.1	17.4	16.1	29.3	11.8
Extended maternity leave with pay	27.5	17.1	12.9	23.8	-
Extended paternity leave without pay	25.3	15.1	14.3	22.6	9.5
Flexible holiday schedule	23.6	15.5	13.8	20.6	7.1
Extended paternity leave with pay	23.0	16.9	13.7	19.9	-
Forced leave	21.7	14.3	14.0	20.6	-
Time-off in lieu of extra hours worked	18.5	12.0	10.4	14.2	5.2
Career break	15.0	9.0	6.9	9.4	-
Study leave	11.9	10.0	8.4	12.7	-
Others	3.1	2.7	1.9	2.8	0.7

Note: Details may not add to totals due to multiple responses.

Source of data: Bureau of Labor and Employment Statistics, 2009/2010 BLES Integrated Survey.

**TABLE 3 - Percent Share of Non-Agricultural Establishments Employing 20 or More Workers With Flexible Work Arrangements by Type of Work Arrangements Adopted and Occupational Category, Philippines: June 2010**

FLEXIBLE WORK ARRANGEMENTS	All Occupations	Managers/ Executives	Supervisors/ Foremen	Regular Rank and File	Non-Regular Rank and File
Rotating Shift	31.5	9.6	14.6	28.7	16.2
Flexible Work Schedule	27.7	20.2	13.1	15.6	6.2
Compressed Workweek	16.8	12.1	9.7	13.5	6.3
Split Shift	7.7	1.6	3.0	6.3	3.8
On call	6.7	2.4	2.2	3.1	3.2
Part-time Work	5.9	0.5	0.3	2.2	4.5
Job-sharing	2.9	0.8	1.3	1.8	1.1
Teleworking	0.7	0.4	0.2	0.4	0.2
Others	0.2	0.1	0.1	0.2	a

Note: Details may not add to totals due to multiple responses.

a Less than 0.05%

Source of data: Bureau of Labor and Employment Statistics, 2009/2010 BLES Integrated Survey.