

2. Provision of Establishment Survey Frame to PSA Concerned Division In-Charge of the Establishment-Based Survey

Office or Division:	National Censuses Service (NCS)
Classification:	Highly Technical
Type of Transaction:	Government to Government
Who may avail:	PSA Divisions conducting establishment-based survey
CHECKLIST OF REQUIREMENTS	
Request on the generation of frame for the survey (e.g. Annual Survey of Philippine Business and Industry, Quarterly Survey of Philippine Business and Industry, Labor Turn-Over Survey, Integrated Survey on Labor and Employment and Occupational Wages Survey, other agri-based surveys).	
The Client should include/attach the description of the Scope and Coverage of the specific survey to be conducted in the request.	

CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
<p>1. The PSA client will send email stating the request on the generation of frame for the survey (e.g., Annual Survey of Philippine Business and Industry, Quarterly Survey of Philippine Business and Industry, Labor Turn-Over Survey, Integrated Survey on Labor and Employment and Occupational Wages Survey, other agri-based surveys).</p> <p>The client should include/attach in the request the description of the Scope and Coverage of the specific survey to be conducted.</p>	<p>1. The Service/Division will acknowledge the request received through email and proceed with the generation of frame following the scope and coverage of the specific survey.</p> <p>The establishment frame will be provided to the requesting division through a secure link with corresponding access code.</p>	None	10 days	Subject Matter Specialists of the Service/Division

<p>2. The PSA client will fill-out the acknowledgement receipt of the transmittal form.</p> <p>The PSA client are to review the frame for completeness and updates on the characteristics of establishments based on the last survey conducted.</p> <p>The PSA client should provide the servicing division with the updates on status and characteristics of establishments in the frame.</p> <p>The PSA client will also fill-out client satisfaction survey to assess the efficiency of the process</p>	<p>2. The Service/ Division will provide the transmittal form and the client satisfaction survey.</p> <p>The Service/ Division will reflect the updates and changes in the status and characteristics of establishments provided by the PSA client.</p> <p>The final frame will be provided to PSA client after incorporating the updates.</p>	<p>None</p>	<p>5 days</p>	<p>Subject Matter Specialists of the Service/Division</p>
Total		None	15 days	