



VOLUNTARY CODE OF GOOD PRACTICES
INDUSTRY TRIPARTITE
COUNCIL ON CONSTRUCTION
IN AURORA PROVINCE
(ITCCAP)



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INDUSTRY TRIPARTITE COUNCIL ON CONSTRUCTION IN AURORA PROVINCE (ITCCAP)

I. OBJECTIVES OF THE CODE

1. To promote continuous growth and development in the construction industry through prospective strategies in meeting global challenges so it could provide globally competitive service, meet its business goals and provide decent work to its contractor's employees;
2. To promote regular and effective good neighbour communication principle thru:
 - a. Sharing, benchmarking, monitoring and recognition of best practices among members
 - b. Policy consultations
 - c. Training programs
 - d. Social dialogues
3. To encourage positive interactions between employers and employees, among member construction industry and the community thereby promoting good neighbour communication principles identifying and addressing issues relevant to the industry;
4. To promote best occupational safety, security, health and environmental practice and performance in the construction industry;
5. To address issues of emigration of trained and skilled contractor's workers/ employees to other nations by ensuring safety nets so as to cause impairment to the local construction industry;
6. To institutionalize productivity and performance based incentive schemes for better return of investments to the management and corresponding higher benefit to the workers;
7. To institutionalize voluntary conciliation mechanisms in the ITCCAP to provide conciliation/mediation services when sought upon by parties as concurrent or alternate avenue for dispute settlement; and to create and strengthen industry level Labor Management Councils or its equivalent for dispute resolution among member construction companies;

8. To provide workers decent employment and provide them with skills and trainings for continuous self improvement;
9. To strengthen our collaboration and partnership with DOLE, PCDA, TESDA, RTWPB, NCMB, DOT, DTI and other government agencies for unified strategies, approaches and programs in advancement of the construction industry.

I. ON COMPLIANCE ON LABOR STANDARDS

We shall promote a culture of compliance with basic labor standards among key players of the industry, for this purpose, all contractor's employees, whether deployed or assigned as reliever, seasonal, week-ender, temporary or promo jobbers shall be entitled to all rights and privileges as provided for in the Labor Code, in view of these, we shall:

1. Abide with the existing core labor standards such as:
 - a. Minimum wage
 - b. Holiday pay
 - c. Premium pay
 - d. 13th month pay
 - e. Overtime pay
 - f. Service Incentive Leave
 - g. Rest Day pay
 - h. Maternity and Paternity Leave
 - i. Night Shift differential pay
 - j. Separation pay
 - k. Social security and welfare benefits
2. Value loyalty of our employees and establish salary scales to provide incentives for their long and dedicated service;
3. All workers, in our negotiations with management shall observe fairness, reasonableness balancing the capacity of employers to pay with the needs of the employees for a living wage.

II. ON COORDINATION FOR TRAINING AND EDUCATION

In order to professionalize, upgrade and update the level of competence of all contractor's employee, we shall recognize all partners in terms of continuous training and education of our employees, for this purpose, we shall:

1. Strengthen our linkage and coordination with TESDA for certification of skills of the manpower requirement for our industry;
2. Partner with the Labor Tripartite Council in Education in designing proactive strategies to prepare the students with values and skills that would match their careers in our country;
3. Collaborate with the Philippine Contractors Accreditation Board in its programs for the industry.

III. ON RECRUITMENT AND TERMINATION OF EMPLOYEES

We recognize and value Philippine Labor Laws on security of tenure as well as procedural and substantive due process in the termination or dismissal of employees and for this purpose, we shall adhere the following principles:

1. Observe transparency of operations – giving our employees their share during better times of operations while exercising all types of flexible work arrangements to prevent retrenchments when business is down;
2. Not in any way discriminate applicants and existing employees on account of age, religion, sex and physical changes as when they get old or fat; neither shall we terminate employees on account of marriage with their co-employees;
3. Guarantee security of tenure of all contractor's employee regardless of whether the contract of employment is co-terminus with the service agreement, or for a specific job, work or service, or phase;
4. Observe the required standards of due process and necessary notices in terminating the services of the employees; and
5. We, workers, (migrating to other countries for employment) shall observe 30-days resignation notice to allow management to look for our replacement.

IV. ON OCCUPATIONAL SAFETY AND HEALTH

We shall ensure the protection and welfare of the workers employed in the construction industry, the protection and welfare of the general public within and around the vicinity of any construction site. We also recognize occupational safety and health as a critical factor in worker's productivity and firm's competitiveness, and for this purpose we shall:

1. Strongly promote policies and programs advocating healthy options and healthy lifestyles to our employees as we commit to drug-free, accident free, HIV-Aids free and sexual harassment free workplaces;
2. Implement policies and programs on health, security, safety and crisis management, the implementation of which we shall clearly communicate to all levels of our organization as we strive zero accident in our workplaces;
3. Promote "big brother-small brother" programs in our workplaces where we share responsibility with our subcontractors in providing adequate trainings on occupational safety, security and health (OSH) for the protection of our contractor's employees;
4. Promote proactive best practices in security and crime prevention, thru security and emergency preparedness trainings and measures;
5. We shall equip our workplaces with emergency management and response capacity, lockdown and evacuation procedures, crisis media and communications in the event of disasters and crisis;
6. Adopt the green workplace program in our workplaces acknowledging the value of nature being the show case of our industry;
7. Abide by the Guidelines Governing Occupational Safety and Health in the Construction Industry as stated in the Department Order No. 13 of the Department of Labor and Employment;
8. Support all other Occupational Safety and Health (OSH) Programs of the DOLE, OSHC, PCAB, DOH, DENR, and OSHNet and ensure that we abide by their rules and regulations and support their programs;
9. Uphold at all times the safety, security and health among our ranks and shall serve as models of healthy and respectable lifestyles worthy of emulation by our employees.
10. For employees association, we shall endeavour to cooperate with management in promoting safe and healthy workplaces.

V. ON PRODUCTIVITY

We believe that we have an obligation on the promotion of employment in the province. We commit therefore toward the adoption of programs that will increase productivity and harness competitiveness of the industry. Toward this end, we shall:

1. Initiate productivity incentive and performance based schemes where both management and our employees shall commit to continuous productivity improvement as our moral and social obligation to ourselves and our stakeholders
2. Cooperate and coordinate with the Regional Tripartite Wages and Productivity Board in its policies and programs enhancing the productivity and quality of our services.

VI. ON DISPUTE SETTLEMENT

We value the importance of effective labor management relations program as an indispensable requirement for the maintenance of industrial peace, and recognize the importance of conciliation-mediation in dispute resolution. Toward this end, we shall:

1. Institutionalize dispute settlement mechanism, and create labor management councils or its equivalent at both plant-level and industry level through ITCCAP;
2. Adopt Conciliation and Mediation approach as primary mode of settling disputes and ensure that strikes and lock-outs shall not be resorted to in any case;
3. Take advantage of the continuing labor and management education program of the Department of Labor and Employment in order to enhance labor-management relations, human skills and productivity in workplaces; and
4. Continue to be active members of ITCCAP which is and effective avenue for social dialogue, policy review and consultations and for capacity trainees and seminars on conciliation and mediation techniques and other alternative dispute resolution mechanisms through the National Conciliation and Mediation Board

VII. ON LEGITIMATE CONTRACTING OR SUBCONTRACTING

We believe that contracting and sub-contracting arrangements is expressly allowed by law and are subject to regulations for the promotion of employment and the observant

of the rights of the workers to just and human conditions of work, security of tenure, self organization and collective bargaining, toward this end, we shall

1. Not engage in placement and recruitment activities such as canvassing, enlisting, contracting, transporting, utilizing hiring or procuring workers and includes referrals, contract services, promising or advertising for employment, locally or abroad;
2. In absence of PCAB registration, register in accordance with the Department Order 18-A series of 2011, rules implementing Article 106 to 109 of the Labor Code as amended; and
3. Avoid enter into arrangement involving Labor Only Contracting and other prohibitions as enumerated in DO 18-A

VIII. ON SOCIAL DIALOGUE

The ITCCAP shall be a vehicle for social dialogues between and among stakeholders in the construction industry, addressing issues and concerns of the times, conducting policy review and consultations and capability trainings and seminars upgrading the social awareness of its members.

IX. ON COLLABORATION OF GOVERNMENT PARTNERS

We in the government agencies – DOLE and its attached agencies (RTWPB, NCMB, TESDA) with DOT, DOH, DENR, PCAB and the LGU shall establish collaboration and partnership sharing a common roadmap to provide the construction industry the support and commitment to achieve the objectives of this code.

X. ON MONITORING OF THE CODE

While we recognize that the monitoring of compliance should be through self-regulation, we agree to adopt a monitoring mechanism that would document our compliance to the salient provisions of this Code. The monitoring shall be aligned with the set performance measures which hope to make the members become fully compliant with the agreed indicators. The members commit to submit the following periodic reportorial requirements, such as:


1. Checklist indicating compliance to core labor standards, productivity, gain sharing, additional non wage benefits such as, but not limited to incentives, facilities, rewards and recognitions, which shall be submitted on a quarterly basis;

2. Accident/Illness Exposure Report, which shall be submitted annually;
3. Safety Committee Report (annual)


IN VIEW of the above Voluntary Code of Good Practices, we shall promote benchmarking and self-regulating strategies in keeping up with this code. We shall continue to upgrade this code to keep its dynamism and relevance to the construction industry. We are committed to formulate an evaluation tool to be used as guidelines in assessing best practices of our members.

WE, Officers of the Bataan Construction – Industry Tripartite Council (BC-ITC), in behalf of our members extend our full support to achieve the noble objectives of this code.

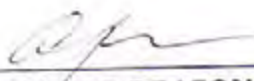
In witness whereof, we are hereunto affixed our signatures signifying our commitment to this Code this ___ day of _____ at _____



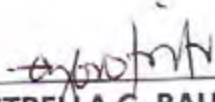
ANTONIO M. MUTUC JR.
 Chairman
 DOLE-Aurora PFO



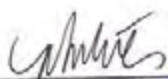
JAN SANTOS
 Vice Chairman for Management



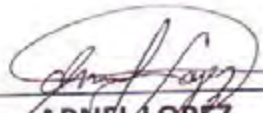
JAIMAR DE LEON
 Vice Chairman for Labor



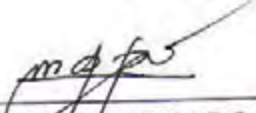
ESTRELLA G. BAUTISTA
 Secretary



AMOR COSTA
 Treasurer

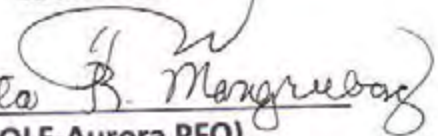


ARNEL LOPEZ
 PRO






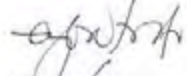
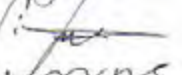

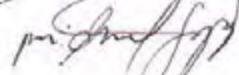





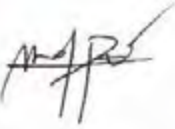
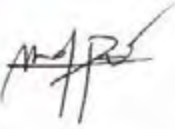

RUEL MERCADO
 AUDITOR

SECRETARIAT



Honorable R. Mangrue
 (DOLE-Aurora PFO)

MEMBERS

| NAMES | COMPANY | SIGNATURE |
|--|-------------------------------------|---|
| EDGARDO S. PAVLO | ZIKRON BUILDER |  |
| Bilyn C. Talento (auth. Representative) | R.H.G.M. CONSTRUCTION |  |
| Jaimar de Leon | JBB CONSTRUCTION |  |
| Juan Stephen R. Santos | Xijama Ice Const. & Hardware Supply |  |
| Estrella Paupich | Radianco Traders & Builders |  |
| Roy Enrique P. Villal | VAN HORVIL CONST. |  |
| RIA P. VALDEZ | A.P. PALACIOS CONST. |  |
| DEXTER BAUTISTA | CBB CONST. |  |
| JOSE T. TAN | TRANS-AURORA CONST. |  |
| FERDINAND S. DE GUZMAN | MORNING STEEL CONST. |  |
| ALEXANDER T. SAGUM | A-Z CONST. |  |
| EXEQUIEL UY | ZF CONST. |  |
| VICTOR SO | SO CONST. |  |
| ASTURO NISPEROS | RADD CONST |  |
| RET T. ANGARA | | |
| ROY T. ANGARA | | |
| AMOR. COSTA | A.P COSTA CONST. |  |

ORIENTATION AND ORGANIZATION OF ITCCAP



PLAN OF ACTION OF ITCCAP

1. Conduct of quarterly meetings to facilitate issues and concerns of ITCCAP.
2. Certification of Skilled Workers under TESDA to professionalize its workers and employees.
3. Conduct testing of Heavy Equipments to Accredited Testing Organizations of DOLE.
4. Conduct continuous seminars and orientations to equip workers and owners alike such as:
 - a. Occupational Safety and Health in the Construction Industry
 - b. Personality Development for Managers and Workers
 - c. Seminar on Labor Standards and Labor Relations
 - d. Annual and Monthly Accident and Illness Reports and other Reports required for a Safety Officer
5. Conduct of General Assembly on the month of December as part of its commitment to promote industrial peace within construction industry in the province of Aurora
6. To cooperate and collaborate with the Regional Industry Tripartite Council on Construction in Region III and with DOLE in all its programs and policies.