**EF.2 EMPLOYMENT PLAN \_\_\_\_\_**

*An attachment to the project proposal* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

# *General Information*

|  |  |  |  |
| --- | --- | --- | --- |
| *Occupation* |  | *Occupation Category[[1]](#footnote-1)* |  |
| *Brief Description* |  | | |
| *Target Employer/s[[2]](#footnote-2)* |  | *Industry[[3]](#footnote-3)* |  |
| *Employer Address[[4]](#footnote-4)* |  | | |

# *Qualifications*

| *Category* | *Specific* |
| --- | --- |
| Age |  |
| Educational Attainment |  |
| Training |  |
| Work Experience |  |
|  |  |
|  |  |

# *Summary of Employment Details*

|  |  |  |
| --- | --- | --- |
| *Target Start Date / Month* |  | *Salary (in Php)* |
| *Duration of Employment* |  | |  |  |  |  | | --- | --- | --- | --- | |  | Fixed |  | \_\_\_\_\_\_\_ per [day, week, month] | |  |  |  | |  | Commission-based |  | \_\_\_\_\_\_\_ per \_\_\_\_\_\_\_ | |
| *Daily Duration* | \_\_\_\_\_\_\_\_ hrs / day |
| |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | *Nature of Employment* | |  | *Frequency* | |  | *Allowances, Bonuses, Benefits, Incentives* | | | |  | On-the-job training / internship |  |  | \_\_ days per week |  |  | \_\_\_\_\_\_\_ (monetary) per [day, week, month], for \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (recurring) | |  | Volunteer (with allowance) |  |  | \_\_ weeks per month |  |  | |  | Job order |  |  | \_\_ months per year |  |  | \_\_\_\_\_\_\_ (monetary) to be provided only once, for \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  | Contractual / project-based |  |  |  |  |  | |  | Permanent / regular |  |  |  |  |  | \_\_\_\_\_\_\_ (non-monetary) per [day, week, month] (recurring), for \_\_\_\_\_\_\_\_ | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  | \_\_\_\_\_\_\_ (non-monetary) to be provided only once, for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  |  |  |  |  |  |  | | | |
| *Intangible Benefits and Opportunities* |  | |

# *Projections*

# *Regular Expenses*

The following regular expenses shall be incurred by [each / the] participant for the duration of the employment.

| *Type of Expense* | *Amount (in Php)* | *Frequency* |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# *Medium- and Long-Term Investments*

Moreover, the following investments are needed by [each / the] participant.

| *Type of Investment (One-time)* | *Source / Provider* | *Cost (in Php)* |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **TOTAL COST OF ONE-TIME INVESTMENT/S** | |  |

| *Type of Investment (Recurring)* | *Frequency* | *Cost (in Php)* |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# *Computation of Gain / Loss from Employment*

Given the salary, allowance/s, regular expenses, and recurring investments (adjusted for consistency in period of coverage), the net gain / loss is computed as follows.

|  |  |  |
| --- | --- | --- |
| *Salary per [day, week, month] (in Php)* | |  |
| *Allowances, Bonuses, Benefits, and Incentives per [day, week, month] (in Php)[[5]](#footnote-5)* | |  |
| *Less: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (in Php)* | | ( ) |
| *Less: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (in Php)* | | ( ) |
| *Less: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (in Php)* | | ( ) |
| *Less: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (in Php)* | | ( ) |
| *Less: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (in Php)* | | ( ) |
| **NET GAIN (LOSS) PER [DAY, WEEK, MONTH]** |  | |

# *Recovery of Investment Costs*

Given the computed net gain per [day, week, month] and the (one-time) investment/s for the employment, the number of [days, weeks, months] to recover the cost of investment/s is computed as follows.

|  |  |
| --- | --- |
| **TOTAL COST OF ONE-TIME INVESTMENT/S** *(Section IV. B. computation)* |  |
| **NET GAIN (LOSS) PER [DAY, WEEK, MONTH]** *(Section IV. C. computation)* |  |
| **NUMBER OF [DAYS, WEEKS, MONTHS] TO RECOVER INVESTMENT COSTS** |  |

1. Based on the Philippine Standard Occupational Classification (PSOC) sub-major groups [↑](#footnote-ref-1)
2. More than one employer may be identified [↑](#footnote-ref-2)
3. Based on the Philippine Standard Industrial Classification (PSIC) sections [↑](#footnote-ref-3)
4. For multiple employers, the city / municipality would suffice [↑](#footnote-ref-4)
5. Total of recurring allowances, bonuses, benefits, and incentives, wherein non-monetary provisions are quantified. Should not include one-time provisions. [↑](#footnote-ref-5)