



Republic of the Philippines
Department of Labor and Employment
NATIONAL LABOR RELATIONS COMMISSION
Quezon City



ADMINISTRATIVE ORDER NO. 9-12
(Series of 2010)

In the interest and exigency of the service and in support of our mandate to expeditiously resolve labor disputes with emphasis on the primacy of conciliation and mediation in the compulsory arbitration process, an **NLRC Conciliation and Mediation Center** is hereby created with the following functions:

1. To serve as the primary body involved in the promotion and implementation of the program entitled "Further Strengthening Conciliation and Mediation in the NLRC" which has the following components:
 - a) Tapping the trained and competent mediators of the NLRC;
 - b) Conducting competency reinforcement training on conciliation and mediation for all Labor Arbiters and other qualified officers of the NLRC;
 - c) Building a pool of competent conciliators and mediators in the NLRC; and
 - d) Issuing guidelines on the assignment and disposition of cases submitted to conciliation and mediation.
2. To identify and recommend cases where conciliation and mediation will be responsive and effective.
3. To set up an NLRC Conciliation and Mediation Unit in every regional arbitration branch.
4. To develop and implement an effective monitoring system of cases subject of conciliation and mediation and to submit performance reports in coordination with the Research, Information and Publications Division.
5. To develop and strengthen internal and external linkages with other *alternative dispute resolution providers, including the Philippine Judicial Academy and the Philippine Mediation Center and its units.*
6. To perform such other related functions as may be assigned by the Chairman.

The Committee created pursuant to Administrative Order No. 7-01 (series of 2003) shall administer the implementation of the program:

- Chairperson : Commissioner Tito F. Genilo
- Members : Executive Clerk Apollo X.C.S. Sarigafing
- : Chief of Staff for Administration Perla B. Velasco
- : NCR ELA for Adjudication Fatima J. Piasco
- : NCR ELA for Administration Maribel M. Manansala
- : RAB III ELA Isabel P. Ortiguerra
- : RAB IV ELA Lita V. Aglibut
- : Labor Arbiter Eugenia U. Fernandez

While the operation of the NLRC Conciliation and Mediation Center shall be headed by Labor Arbiter Eugenia U. Fernandez, who shall be assisted by the following personnel:

- Deputy Head: Labor Arbiter Jonalyn M. Gutierrez
- Coordinators : Ms. Belen D. Nicasio
- : Ms. Marlon Del Rosario
- : Mr. Reynaldo Martin
- : Ms. Emma Cabrera
- : Mr. Danilo Pambuan

The Management and Administrative Department is hereby directed to provide the NLRC Conciliation and Mediation Center with the necessary office, facilities and equipment.

This Order shall take effect immediately, subject to further orders from the undersigned.

03 September 2004, Quezon City.



ROY V. SENERES
Chairman

cc: all concerned