



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
NATIONAL TOBACCO ADMINISTRATION

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OFFICE OF THE NTA GOVERNING BOARD

**MINUTES OF THE ONE HUNDREDTH (100TH) SPECIAL MEETING
OF THE NTA GOVERNING BOARD HELD AT THE CONFERENCE ROOM
3/F CITY HALL BUILDING, CANDON CITY, ILOCOS SUR
29 AUGUST 2019**

Present:

Hon. WILLIAM D. DAR, Ph.D.	- Secretary, Dept. of Agriculture and Chairman, NTA Governing Board
Hon. ROBERT L. SEARES, M.D.	- NTA Administrator/Vice-Chairman
Hon. RODOLFO F. SALANGA	- Member, Tob. Manufacturing Sector
Hon. WILFREDO C. MARTINEZ	- Member, Tobacco Farmers Sector
Hon. TEOFILO R. QUINTAL	- Member, Tobacco Farmers Sector
Hon. NESTOR C. CASELA	- Member, Academic Community
Hon. DANILO C. TRONGCO	- Member, Tobacco Farmers Sector
Hon. WILSON R. VICTORIO	- Member, Tob. Traders/Exporters Sector

Others Present:

Atty. ROBERT A. AMBROS	- Dept. Manager III, Regulation Dept. & Acting Board Secretary V
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HIGHLIGHTS OF THE MEETING

I. OPENING PRAYER

The opening prayer was led by Atty. Ambros.

II. CALL TO ORDER

The meeting was called to order at 6:10 P.M., with the Chairman of the Board, Secretary William D. Dar, Ph.D., as the Presiding Officer.

III. DETERMINATION OF QUORUM

The Acting Board Secretary declared that there is a quorum for the meeting with the presence of more than majority of the Ex-Officio and Appointive Members of the NTA Governing Board. The Acting Board Secretary noted the presence of the following chairman and members of the board, to wit:

1. Secretary WILLIAM D. DAR, Ph.D.
2. Adm. ROBERT L. SEARES, M.D.;
3. Dir. RODOLFO F. SALANGA;
4. Dir. WILFREDO C. MARTINEZ;
5. Dir. TEOFILO R. QUINTAL;
6. Dir. NESTOR C. CASELA;

7. Dir. DANILO C. TRONGCO; and
 8. Dir. WILSON R. VICTORIO.
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IV. OPENING STATEMENT OF THE SECRETARY, DEPARTMENT OF AGRICULTURE AND EX-OFFICIO CHAIRMAN OF THE NTA GOVERNING BOARD

Secretary William D. Dar reminded the Directors that they were appointed to the NTA Governing Board to help the tobacco farmers. He reminded them that the members of the board should do their best to perform their duties and responsibilities in crafting appropriate policy guidelines as well as approve strategic plans of the NTA and in setting floor prices of tobacco, with the best interest of the tobacco farmers as the primordial consideration. He further emphasized that he will always be of help to the NTA to serve the tobacco farmers, as the primary clientele, and to uplift the tobacco industry.

He reiterated his statements before the tobacco farmers' dialogue on the government's program on food security which complements DA's Vision: "*Masaganang Ani, Mataas na Kita*" of which the National Government has committed to allocate Php10 Billion annually for the next six years which will make farming productive, competitive and profitable through various projects, such as farm mechanization, development and distribution of hybrid seeds, skills development and training for modern farming technology and entrepreneurship for farmers' cooperatives. He also asked the assistance of the board in urging the tobacco farmers who are also rice farmers to strengthen their associations or cooperatives in order to avail of the said various projects, including irrigation services, infrastructures and establishment of demo-farms.

V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:

A. AGENDA OF THE 100TH SPECIAL MEETING OF THE NTA GOVERNING BOARD HELD THIS 29 AUGUST 2019 AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, QUEZON AVENUE, QUEZON CITY

Secretary Dar presented the Agenda with Addendum for the 100th Special Meeting held this 29 August 2019. Upon motion of Dir. Quintal and duly seconded by Dir. Trongco, the board adopted the following resolution, to wit:

RESOLUTION NO. 1115-2019

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board approves the Agenda with Addendum for the One Hundredth (100th) Special Meeting of the NTA Governing Board held this 29th day of August 2019 at the Conference Room, 3/F City Hall Building, Candon City, Ilocos Sur.

UNANIMOUSLY APPROVED....."

B. MINUTES OF THE ONE HUNDRED AND TWENTY-SEVENTH (127TH) REGULAR MEETING OF THE NTA GOVERNING BOARD HELD ON 14

**AUGUST 2019 AT THE BOARD ROOM, 3/F BEN-LOR BUILDING,
QUEZON AVENUE, QUEZON CITY**

The Presiding Officer presented the Minutes of the 127th Regular Meeting of the NTA Governing Board held on 14 August 2019 for their consideration. On motion of Dir. Casela and duly seconded by Dir. Salanga, the board adopted the following resolution, to wit:

RESOLUTION NO. 1116-2019

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board approves the Minutes of the One Hundred and Twenty-Seventh (127th) Regular Meeting of the NTA Governing Board held on 14 August 2019 at the Board Room, 3/F Ben-Lor Building, Quezon Avenue, Quezon City.

UNANIMOUSLY APPROVED.....”

C. RENEWAL OF THE CONTRACT OF LEASE WITH ABRA DIOCESAN TEACHERS & EMPLOYEES MULTI-PURPOSE COOPERATIVE (ADTEMCO) FOR THE USE OF THE NTA AGRIPINOY WAREHOUSE LOCATED AT BRGY. SULVEC, NARVACAN, ILOCOS SUR

Vice-Chairman Seares informed Secretary Dar that in 2018, the board approved the previous contract of ADTEMCO for the lease of the NTA AgriPinoy Warehouse located at Brgy. Sulvec, Narvacan, Ilocos Sur. He said that the lease contract is about to expire on 31 August 2019 and ADTEMCO is requesting for the renewal of the contract for a period of two (2) years.

Dir. Quintal added that that during the last committee meeting of the board, the request of ADTEMCO was deliberated upon and a consensus was arrived at to approve the renewal of the lease contract subject to 10% increase on the rental rate for one (1) year lease period, renewable upon the option of the lessee and approval by the NTA. Dir. Quintal then moved for the approval of the request while Dir. Salanga seconded the motion. There being no objection, the board adopted the following resolution, to wit:

RESOLUTION NO. 1117-2019

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board approves the request of Abra Diocesan Teachers & Employees Multi-Purpose Cooperative (ADTEMCO) for the renewal of the contract of lease for the use of the NTA AgriPinoy Warehouse located at Brgy. Sulvec, Narvacan, Ilocos Sur, under the same terms and conditions of the previous lease contract, for a period of **one (1) year**, renewable upon the option of the lessee and approval by the NTA. Provided, that the rate shall be increased by 10% based on the previous rental rate.

RESOLVED, FURTHER, that the Vice-Chairman/Administrator is hereby authorized, for and in behalf of the NTA, to enter into and sign a new Contract of Lease with ADTEMCO.

UNANIMOUSLY APPROVED.....”

D. IMPLEMENTING GUIDELINES FOR THE IMPROVED SEEDLING PRODUCTION PROJECT FOR THE INTEGRATED FARMING AND OTHER INCOME GENERATING ACTIVITIES PROJECTS – TOBACCO CONTRACT GROWING SYSTEM (IFOIGAP-TCGS) CROP YEAR 2019-2020

Dir. Salanga informed Secretary Dar that the NTA started the project in CY 2018-2019. He said that the said project assured the farmers of available seedlings to be able to plant early in answer to the scarcity of seedling farm lots and the farmers tend to wait for the harvest of their rice produce before they can put up their seed beddings. He further said that the seedling project will be managed by the NTA Extension Workers.

Dir. Casela also said that the reason for the early planting of tobacco was to avoid the dry season during February and March wherein the growth of tobacco crop is affected due to absence of irrigation water.

Secretary Dar suggested that in the next implementation of the project, the NTA should group the seedling production to avoid late planting. He instructed the NTA Management to properly plan on the timeliness of planting and see to it that there should always be a crop system every year and to have a fall back mechanism to avoid delays in the production of seedlings.

On motion of Dir. Salanga, duly seconded by Dir. Casela, the NTA Governing Board adopted the following resolution, to wit:

RESOLUTION NO. 1118-2019

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board hereby approves the Implementing Guidelines for the Improved Seedling Production Project for the Integrated Farming and Other Income Generating Activities Projects – Tobacco Contract Growing System (IFOIGAP-TCGS) Crop Year 2019-2020.

UNANIMOUSLY APPROVED.....”

E. ADDITIONAL POLICY GUIDELINES FOR IFOIGAP-TCGS

(deferred)

F. AWARD OF CONTRACT FOR THE PROJECT: “CONSTRUCTION OF THE NTA TRAINING BUILDING AT TUGUEGARAO CITY, CAGAYAN”

IN FAVOR OF EGB CONSTRUCTION WITH THE SINGLE CALCULATED AND RESPONSIVE (SCRB) IN THE AMOUNT OF PHP20,627,534.86

Secretary Dar called the attention of the Acting Board Secretary that recommendation for approval by the board on similar projects should be directed to the board, through the Administrator. He also instructed the Acting Board Secretary to make it sure that all documents should be properly signed by the responsible officers.

On the basis of the confirmation that the board conducted due diligence in the award of the contract and upon motion of Dir. Salanga, duly seconded by Dir. Quintal, the board adopted the following resolution, to wit:

RESOLUTION NO. 1119-2019

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board hereby approves the award of contract for the project: **“Construction of the NTA Training Building at Tuguegarao City, Cagayan”** in favor of EGB Construction with the Single Calculated and Responsive Bid (SCRB) in the amount of Php20,627,534.86.

RESOLVED, FURTHER, that the Vice-Chairman/Administrator is hereby authorized to issue the Notice of Award and sign the Contract/Agreement for the said project and to supervise the implementation thereof until its final completion.

UNANIMOUSLY APPROVED.....”

- G. AWARD OF CONTRACT FOR THE PROJECT: “CONSTRUCTION OF THE NTA TRAINING BUILDING AT ILAGAN CITY, ISABELA” IN FAVOR OF EGB CONSTRUCTION WITH THE SINGLE CALCULATED AND RESPONSIVE (SCRB) IN THE AMOUNT OF 11,559,826.29**

On motion of Dir. Salanga moved for the approval of the matter. Dir. Trongco seconded the motion. There being no objection, the board adopted the following resolution, to wit:

RESOLUTION NO. 1120-2019

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board hereby approves the award of contract for the project: **“Construction of the NTA Training Building at Ilagan City, Isabela”** in favor of EGB Construction with the Single Calculated and Responsive Bid (SCRB) in the amount of Php11,559,826.29.

RESOLVED, FURTHER, that the Vice-Chairman/Administrator is hereby authorized to issue the Notice of Award and sign the Contract/Agreement for the

said project and to supervise the implementation thereof until its final completion.

UNANIMOUSLY APPROVED.....”

- H. **REFUND OF CY 2017 & CY 2018 RICE ALLOWANCE OF NTA OFFICIALS AND EMPLOYEES WHICH WAS DEDUCTED FROM THE COLLECTIVE NEGOTIATION AGREEMENT (CNA) INCENTIVE**

(deferred)

- I. **REPORT ON THE AGRICULTURAL AND INDUSTRIAL RESEARCH PROJECTS FOR 2019 AND RESEARCH PROPOSAL FOR 2020**

(deferred)

- J. **AUTHORITY TO CONDUCT CONSULTATIVE MEETING WITH SUC PRESIDENTS FOR COLLABORATIVE PROGRAM UNDERTAKING WITH THE NTA**

(deferred)

- K. **REQUEST OF THE AUDIT TEAM LEADER, NTA-COMMISSION ON AUDIT, FOR AUTHORITY TO APPLY FOR TWO (2) PLDT TELEPHONE LINES FOR THEIR NEW OFFICE AT THE GROUND FLOOR, BEN-LOR BUILDING, 1184 QUEZON AVENUE, QUEZON CITY**

(deferred)

- L. **REQUEST OF MR. NESTOR PADRON, PRESIDENT OF NORTH EASTERN BACARRA FARMERS ASSOCIATION, FOR EXTENSION OF FIVE (5) YEARS FROM CY 2020-2024 TO REPAY THEIR PAST DUE LOANS FROM IFOIGAP-TCGS CY 2018-2019**

Dir. Casela reported that the NTA, through the NTA-Ilocos Norte Branch Office, implemented a Multi-Sectoral Tobacco Contract Growing Project with the local government unit of Bacarra, Ilocos Norte, with the participation of tobacco buyers and tobacco farmers, to include the group of Mr. Padron. However, the LGU of Bacarra was not able to provide the farmers the required farm inputs which were then intended to be given for free. As such, the farmers were compelled to apply production assistance from the NTA.

Dir. Casela moved for the approval of the request with the condition that the President, duly authorized by the Association Officers, execute a Promissory Note for and in behalf of their farmer-members, provided, that should the association fail to pay their obligation for a period of two (2) years, the whole amount shall be immediately demandable, and shall be blacklisted and shall not be qualified for any future production assistance from the NTA.

Dir. Quintal seconded the motion. There being no objection, the board adopted the following resolution, to wit:

RESOLUTION NO. 1121-2019

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board hereby approves the request of Mr. Nestor Padron, President of North Eastern Bacarra Farmers Association, for the extension of time to pay their TCGS 2018-2019 production assistance for a period of five (5) years from CY 2020 to 2024, *Provided*, that Mr. Padron shall execute a Promissory Note, with authority from the Association Officers; *Provided, further*, that the association shall faithfully comply with the payment of the amortization of their production assistance and failure to pay the same for a period of two (2) years will render the whole obligations of all the farmer-members immediately demandable, with the association officers jointly and severally liable thereto.

UNANIMOUSLY APPROVED.....”

M. REQUEST TO DELEGATE TO THE VICE-CHAIRMAN/ADMINISTRATOR THE AUTHORITY TO APPROVAL SPECIAL/TRAVEL ORDER FOR LOCAL TRAVELS OF THE MEMBERS OF THE NTA GOVENRING BOARD OUTSIDE OF BOARD AND COMMITTEE MEETINGS FOR THEIR PROTECTION IN CASE OF ANY EVENTUALITY

The Acting Board Secretary informed Secretary Dar that pursuant to Executive Order No. 77 dated 15 March 2019, all travels of the Members of the Governing Board shall be approved by the Chairman of the Board.

Dir. Casela added that Members of the Board are travelling locally to meet certain sectors of the tobacco industry which they represent, hence they need to be issued with a Special/Travel Order for their protection. In order to facilitate the approval of said local travel authority, the members of board are requesting if the same can be delegated to the Vice-Chairman/Administrator.

Secretary Dar requested the Members of the Board to properly discuss the matter first to him before seeking any board approval therefor.

(deferred)

N. CONSTRUCTION OF SEEDLING NURSERY FACILITIES AT BATAAC, ILOCOS NORTE AND VILLAVICIOSA, ABRA

In conjunction with Item D of the Agenda, Dir. Salanga said that the NTA owns parcels of land at Bataac, Ilocos Norte and Villaviciosa, Abra wherein

the NTA can put up permanent structures as seedling nurseries in order to support the early planting of tobacco for this tobacco season.

Dir. Casela moved that permanent structures to be used as seedling nurseries be installed at Batac, Ilocos Norte and Villaviciosa, Abra, with 15 and 10 units, respectively. Dir. Salanga seconded the motion. There being no objection, the board adopted the following resolution, to wit:

RESOLUTION NO. 1122-2019

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board hereby approves the construction of permanent structure as seedling nurseries, with fifteen (15) units to be installed at the NTA property at Batac, Ilocos Norte and ten (10) units to be installed at the NTA property at Villaviciosa, Abra.

UNANIMOUSLY APPROVED.....”

VI. OTHER MATTERS

A. INSTRUCTIONS TO THE ACTING BOARD SECRETARY

Secretary Dar instructed the Acting Board Secretary on the following matters, to wit:

- a. All copies of documents attached to the Agenda must be clear and/or readable;
- b. Award of contract for all public biddings shall be recommended for approval by the NTA Governing Board, through the Administrator;
- c. The Agenda should already indicate the bid amount offered by the winning bidder;
- d. All documents submitted to the board must be duly signed by authorized officers, i.e. Members of the BAC;
- e. Agenda of board meetings should be submitted one to the Secretary of Agriculture, as Chairman of the Board, for final approval, at least one (1) week before the scheduled board meetings; and
- f. The Acting Board Secretary shall directly report to the Chairman of the Board.

B. REQUEST OF ATTY. ROHBERT AMBROS TO BE RELIEVED FROM HIS ADDITIONAL DUTIES AS ACTING BOARD SECRETARY

Atty. Ambros informed the Chairman that he previously conveyed to the Members of the Board his intention to be relieved from his additional duties as Acting Board Secretary so that he can fully perform his regular duties as Department Manager of the NTA Regulation Department.

Secretary Dar noted the manifestation of Atty. Ambros, for further discussion with the Administrator. However, Secretary Dar directed Atty.

Ambros to continue to perform his assigned duties as Acting Board Secretary until his replacement has been appointed/designated.

C. REGULAR SCHEDULE OF BOARD MEETINGS

Secretary Dar set the regular schedule of board meetings of the board on the second Friday and fourth Friday of the month. Without objection from the members of the board, the following resolution was adopted, to wit:

RESOLUTION NO. 1123-2019

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board hereby sets the regular and special meetings of the NTA Governing Board on the second Friday and fourth Friday of the month.

RESOLVED, FURTHER, that committee meetings may be conducted prior or subsequent to the scheduled Regular and Special Meetings, not to exceed the maximum number of committee meetings allowed by GCG rules and regulations.

UNANIMOUSLY APPROVED.....”

VII. ADJOURNMENT

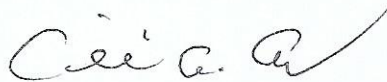
The Chairman of the Board officially adjourned the meeting at 6:40 P.M.

PREPARED AND CERTIFIED CORRECT:



ATTY. ROBERT A. AMBROS
Acting Board Secretary V

ATTESTED:



Hon. WILLIAM D. DAR, Ph.D.
*Secretary, Department Agriculture
and Chairman, NTA Governing Board*



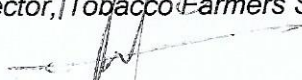
Hon. ROBERT L. SEARES
*NTA Administrator
and Vice-Chairman, NTA Governing Board*



Hon. RODOLFO F. SALANGA
Appointive Director, Tobacco Manufacturing Sector



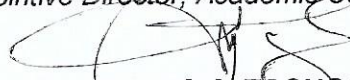
Hon. WILFREDO C. MARTINEZ
Appointive Director, Tobacco Farmers Sector



Hon. TEOFILO R. QUINTAL
Appointive Director, Tobacco Farmers Sector



Hon. NESTOR C. CASELA
Appointive Director, Academic Community



Hon. DANILO C. TRONGCO
Appointive Director, Tobacco Farmers Sector



Hon. WILSON R. VICTORIO
Appointive Director, Tobacco Traders/Exporter Sector



ONE HUNDREDTH (100th) SPECIAL BOARD MEETING OF THE NTA BOARD OF DIRECTORS
HELD AT THE NTA CANDON BRANCH OFFICE, CANDON CITY, ILOCOS SUR
29 AUGUST 2019, 5:00 P.M.

ATTENDANCE SHEET

PRESENT:

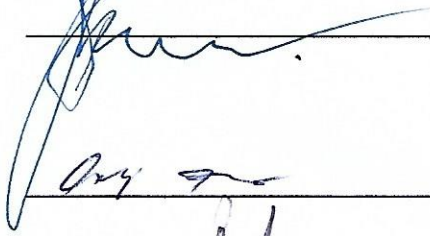
1. Hon. WILLIAM D. DAR, Ph.D.
Acting Secretary
Department of Agriculture and
Chairman, NTA Governing Board



2. Undersecretary, EVELYN G. LAVIÑA
Dept. of Agriculture-High Value Crop
and Alternate Chairman, NTA Governing Board



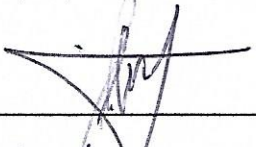
3. Hon. ROBERT L. SEARES, M.D.
Administrator/Vice-Chairman
of the NTA Governing Board



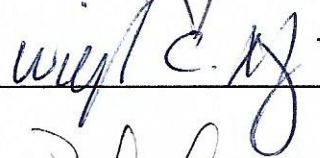
4. Hon. RODOLFO F. SALANGA
Member, NTA Board of Directors



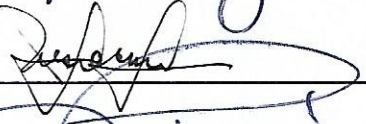
5. Hon. TEOFILO R. QUINTAL
Member, NTA Board of Directors



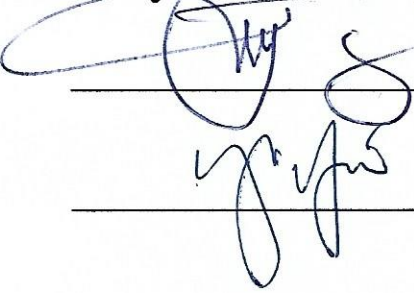
6. Hon. WILFREDO C. MARTINEZ
Member, NTA Board of Directors



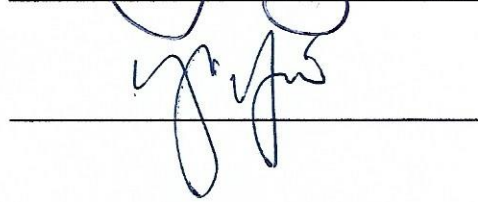
7. Hon. NESTYOR C. CASELA
Member, NTA Board of Directors



8. Hon. DANILO C. TRONGCO
Member, NTA Board of Directors

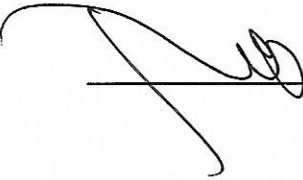


9. Hon. WILSON R. VICTORIO
Member, NTA Board of Directors



OTHERS PRESENT:

1. Atty. ROBERT A. AMBROS
Acting Board Secretary



2. _____

3. _____

4. _____
