

OFFICE OF THE NTA GOVERNING BOARD

**ONE HUNDRED AND NINETEENTH (119TH) REGULAR MEETING OF THE NTA BOARD OF DIRECTORS HELD AT THE BOARD ROOM, 2/F NTA BUILDING, SCOUT REYES STREET CORNER PANAY AVENUE, QUEZON CITY
11 DECEMBER 2018, 12:00 NOON**

Present:

Adm. ROBERT L. SEARES	-	Vice-Chairman/Administrator /Presiding
Dir. PEDRO J. MENDIOLA, JR.	-	Member, Traders/Exporters Sector
Dir. RODOLFO F. SALANGA	-	Member, Manufacturing Sector
Dir. WILFREDO C. MARTINEZ	-	Member, Tobacco Farmers Sector
Dir. TEOFILO R. QUINTAL	-	Member, Tobacco Farmers Sector
Dir. NESTOR C. CASELA	-	Member, Academic Community Sector
Dir. DANILO C. TRONGCO	-	Member, Tobacco Farmers Sector

Others Present:

Mr. ENRIQUE G. DELA CRUZ	-	Consultant, Office of Usec. Evelyn G. Laviña, DA-High Value Crops
Atty. ROBERT A. AMBROS	-	Dept. Manager III, Regulation Dept. & Acting Board Secretary
Ms. ALONA A. MANGANAAN	-	Executive Assistant IV
Ms. KYRA P. CLAMAÑA	-	Private Secretary II
Mr. RAMON R. MUNCAL	-	Stenographer II

HIGHLIGHTS OF THE MEETING

I. CALL TO ORDER

Honorable Robert L. Seares, M.D., Vice-Chairman of the NTA Governing Board, called the meeting to order at 12:00 noon.

II. ACKNOWLEDGEMENT OF THE PRESENCE OF THE APPOINTIVE DIRECTORS AND DETERMINATION OF QUORUM

The Acting Board Secretary acknowledged the presence of the following Appointive Members of the NTA Governing Board, to wit:

1. Adm. ROBERT L. SEARES, M.D.
2. Dir. PEDRO J. MENDIOLA, JR.
3. Dir. RODOLFO F. SALANGA
4. Dir. WILFREDO C. MARTINEZ
5. Dir. TEOFILO R. QUINTAL
6. Dir. NESTOR C. CASELA; and
7. Dir. DANILO C. TRONGCO

The Acting Board Secretary declared that there is a quorum for the meeting with the presence of more than majority of the Members of the NTA Governing Board.

III. FOR APPROVAL/CONFIRMATION/CONSIDERATION:

A. APPROVAL OF THE AGENDA FOR THE ONE HUNDRED AND NINETEENTH (119TH) REGULAR MEETING HELD THIS 11 DECEMBER 2018 AT THE BOARD ROOM, 2/F NTA BUILDING, SCOUT REYES STREET CORNER PANAY AVENUE, QUEZON CITY

Dir. Salanga moved for the approval of the Agenda for the 119th Regular Meeting of the Board, subject to the other matters that will be discussed later in the meeting. Dir. Trongco seconded the motion. The board then adopted the following resolution, to wit:

RESOLUTION NO. 977-2018

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED that the NTA Governing Board approves the Agenda of the One Hundred and Nineteenth (119th) Regular Meeting of the NTA Governing Board held this 11 December 2018 at the Board Room, 2/F NTA Building, Scout Reyes Street corner Panay Avenue, Quezon City.

UNANIMOUSLY APPROVED.....”

B. APPROVAL OF THE MINUTES OF THE NINETY-FIRST (91ST) SPECIAL MEETING OF THE NTA GOVERNING BOARD HELD ON 28 NOVEMBER 2018 AT THE BOARD ROOM, 2/F NTA BUILDING, SCOUT REYES STREET CORNER PANAY AVENUE, QUEZON CITY

The Presiding Officer presented the Minutes of the Ninetieth (90th) Special Meeting of the NTA Governing Board held on 28 November 2018 at the Board Room, 2/F NTA Building, Scout Reyes Street corner Panay Avenue, Quezon City, for the consideration and approval of the Members.

Dir. Salanga moved for the approval of the minutes. Dir. Trongco seconded the motion. The board then adopted the following resolution, to wit:

RESOLUTION NO. 978-2018

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board approves the minutes of the Ninety-First (91st) Special Meeting of the NTA Governing Board held on 28 November 2018 at the Board Room, 2/F NTA Building, Scout Reyes Street corner Panay Avenue, Quezon City.

UNANIMOUSLY APPROVED.....”

C. APPROVAL OF THE AWARD OF CONTRACT FOR THE PROJECT: “SUPPLY & DELIVERY OF GEOGRAPHIC INFORMATION SYSTEM (GIS) – SOFTWARE SET”



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

RESOLUTION NO. 979-2018

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board hereby approves the award of the contract for the project: “Supply and Delivery of Geographic Information System (GIS) – Software Set” in favor of Geodata Systems Technologies Inc. with the Single Calculated and Responsive Bid (SCRB) in the amount of Php995,600.00.

RESOLVED, FURTHER, that the Vice-Chairman/Administrator is hereby authorized to enter into Contract Agreement with the winning bidder, for and in behalf of the NTA, and to issue the Notice of Award and Notice to Proceed and shall be responsible in supervising the implementation of the said project until its final completion.

UNANIMOUSLY APPROVED.....”

D. NOTATION OF THE OPERATIONS AUDIT FOR THE CURING BARN ASSISTANCE PROJECT (CBAP)

Ms. Dinah E. Pichay, Department Manager III, Internal Audit Service (IAS), reported during yesterday’s committee meeting that the IAS conducted an evaluation in the implementation of the CBAP by the different NTA Branch Offices to determine the degree of compliance with the guidelines. She said that out of the targeted 441 farmers-respondents (10% of 4417 total farmer-availables), IAS interviewed a total of 604 farmers. She then reported to the board their findings and the BOs’ comments thereto as contained in the Memorandum to the Board Audit Committee dated 29 November 2018. Dir. Casela suggested to Ms. Pichay to review and/or recommend revision of the guidelines to eliminate paper works to facilitate the processing of loan applications. Dir. Salanga requested from Ms. Pichay the names of farmers who availed only the free portion for the CBAP to be submitted on the first committee meeting of the board to be held in 10 January 2019.

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

RESOLUTION NO. 979-2018

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board hereby takes note of the Operations Audit of the Curing Barn Assistance Project (CBAP) CY 2017-2018 of the Internal Audit Service (IAS) as contained in its Memorandum dated 29 November 2018 addressed to the Chairman and Members of the Board Audit Committee.

RESOLVED, FURTHER, that IAS is hereby directed to submit to the board on January 2019 the list of

farmer-availees, per branch, who were granted with the free portion only.

UNANIMOUSLY APPROVED.....”

E. NOTATION OF THE DISTRIBUTION OF HYGROMETERS AND THERMOMETERS TO THE DIFFERENT NTA BRANCH OFFICES

During yesterday's committee meeting, Ms. Imelda N. Riñen, Department Manager III, Farm Technology and Services Department, reported that the hygrometers and thermometers were previously requested to be purchased but it was deferred because the request was submitted late as the tobacco farmers were already at the middle of their curing stage. She said that the purchase of the subject supplies was timely for the curing of tobacco this tobacco season. Ms. Riñen also informed the Members of the NTA Governing Board that the supplies will be given free for the farmers whose curing barns were repaired. She committed to submit the list of farmer-recipients of hygrometers and thermometers for the information of the members of the board.

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

RESOLUTION NO. 980-2018

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board duly notes the distribution list of Hygrometers and Thermometers to the different NTA Branch Offices.

RESOLVED, FURTHER, that the Farm Technology and Services Department (FTSD) is hereby directed to submit the names of farmers, who are recipients of hygrometers and thermometers in the next committee meeting of the board to be held on 10 January 2019.

UNANIMOUSLY APPROVED.....”

F. NOTATION OF THE KIND AND DISTRIBUTION OF SUCKERCIDE TO THE DIFFERENT NTA BRANCH OFFICES

During yesterday's committee meeting, Dir. Casela informed the Members of the board that he met with some tobacco farmers complaining that they have not yet received the fungicides/pesticides to be used in the seed bedding and that they do not want to receive the deliveries as they are already transplanting their tobacco as of the moment. Also, during the said committee meeting, Atty. Ambros said that there was no delay on the part of the supplier and that the delay was caused by the early planting of some farmers and the observance of the bidding process.

On motion of Dir. Quintal, duly seconded by Dir. Casela, the board adopted the following resolution, to wit:

982

RESOLUTION NO. 981-2018

“BE IT RESOLVED, AS IT IS HEREBY
RESOLVED, that the NTA Governing Board duly notes
the kind and distribution list of suckercide requirement,
per NTA Branch Office, under the IFOIGAP-TCGS CY
2018-2019.

UNANIMOUSLY APPROVED.....”

**G. NOTATION OF THE KIND AND DISTRIBUTION OF
FUNGICIDES/INSECTICIDES TO THE DIFFERENT NTA BRANCH
OFFICES**

On motion of Dir. Quintal, duly seconded by Dir. Casela, the board adopted
the following resolution, to wit:

983

RESOLUTION NO. 982-2018

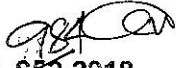
“BE IT RESOLVED, AS IT IS HEREBY
RESOLVED, that the NTA Governing Board duly notes
the kind and distribution list of fungicides/pesticides
requirements, per NTA Branch Office, under the
IFOIGAP-TCGS CY 2018-2019.

UNANIMOUSLY APPROVED.....”

**H. NOTATION OF THE WORK BREAKDOWN AND COST PROPOSAL OF
BEN-LOR REALTY TRADING AND PUBLISHING CORP. FOR THE
PROVISION OF PARTITIONS FOR THE LEASED NTA OFFICES AT THE
BEN-LOR BUILDING**

Dr. Cristina C. Lopez, Department Manager III, Administrative Department,
reported during yesterday's committee meeting that Ben-Lor Realty Trading
and Publishing Corp. initially submitted their costing for the provision of
partitions for the offices to be leased by the NTA. Dr. Lopez, in that
meeting, informed the members of the board that the NTA has a contract of
lease with Ben-Lor which has its own engineering firm to execute the
provision of partitions. She also said in that meeting that part of the
conditions of the contract of lease is that Ben-Lor's engineering arm will
undertake the program of works. She said that this scheme was also
adopted by other government agencies (Office of the Vice-President, Pag-
Ibig Fund and DOLE Region IV-A) which are leasing office spaces at the
same building. She reported that, initially, the costing submitted amounted
to Php2.4Million, however, in view of the agreement of the Department
Managers of the NTA Central Office to forego the partitions of their
respective offices, the costing went down to Php1,480,458.42 and that the
Audit Team Leader of the COA-NTA already manifested her agreement
thereto. She said that the contract has been presented to the Honorable
Administrator for his signature but the NTA Legal Counsel suggested some
revisions of the contract of lease. She also requested for the temporary
assignment at the Central Office the Canter truck and its driver assigned at
the TDPP for the hauling of office furniture and equipment.

On motion of Dir. Casela, duly seconded by Dir. Quintal, the board adopted the following resolution, to wit:


RESOLUTION NO. 952-2018

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board hereby approves the costing and program of works for the provision of partitions of office spaces at the Ben-Lor Building in the amount of Php1,480,458.42.

RESOLVED, FURTHER, that the Canter truck and its Driver of the Tobacco Dust Processing Plant is hereby temporarily assigned at the NTA Central Office to be utilized in the transportation of office furniture and equipment from the NTA Central Office Building to Ben-Lor Building.

APPROVED UNANIMOUSLY.....”

IV. OTHER MATTERS

A. SOUTHERN MINDANAO TOBACCO PRODUCTION PILOT PROJECT.

(deferred)

V. ADJOURNMENT

The agreed to conduct the next Committee and Regular Board Meetings, as follows:

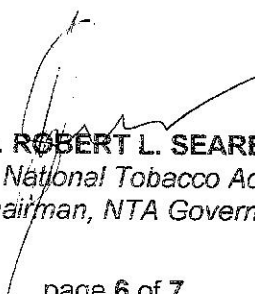
- a. Committee Meeting - 10:00 A.M., 10 January 2019; and
- b. 120th Regular Meeting - 12:00 noon, 11 January 2019.


There being no other matter to be taken up, and upon motion of Dir. Mendiola, duly seconded by Dir. Trongco, the meeting was officially adjourned at 2:30 P.M.

PREPARED AND CERTIFIED CORRECT:

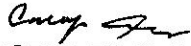

ATTY. ROBERT A. AMBROS
Acting Board Secretary

ATTESTED:


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



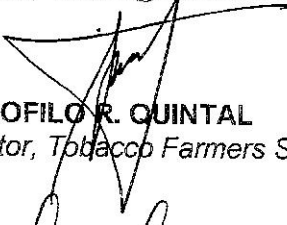
Hon. PEDRO J. MENDIOLA, JR.
Appointive Director, Tobacco Trader/Exporter Sector



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 Sector



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

