



Republic of the Philippines  
DEPARTMENT OF AGRICULTURE  
**NATIONAL TOBACCO ADMINISTRATION**

Scout Reyes Street, corner Panay Avenue, Quezon City  
Tel No. (02) 374-3987 Fax. No. (02) 374-2505

**OFFICE OF THE NTA GOVERNING BOARD**

**MINUTES OF THE ONE HUNDRED AND TWENTY-FIFTH (125<sup>TH</sup>) REGULAR  
MEETING OF THE NTA BOARD OF DIRECTORS HELD AT THE BOARD ROOM  
3/F BEN-LOR BUILDING, QUEZON AVENUE, QUEZON CITY  
14 JUNE 2019**

**Present:**

<b>Adm. ROBERT L. SEARES</b>	-	Vice-Chairman/Administrator /Presiding
<b>Dir. RODOLFO F. SALANGA</b>	-	Member, Manufacturing Sector
<b>Dir. WILFREDO C. MARTINEZ</b>	-	Member, Tobacco Farmers Sector
<b>Dir. TEOFILO R. QUINTAL</b>	-	Member, Tobacco Farmers Sector
<b>Dir. NESTOR C. CASELA</b>	-	Member, Academic Community Sector
<b>Dir. DANILO C. TRONGCO</b>	-	Member, Tobacco Farmers Sector
<b>Dir. WILSON R. VICTORIO</b>	-	Member, Traders/Exporters Sector

**Others Present:**

<b>Ms. ALEJANDRIA A. ISUNGA</b>	-	Consultant for DA-Usec. for HVCRC
<b>Atty. ROBERT A. AMBROS</b>	-	Dept. Manager III, Regulation Dept. and Acting Board Secretary
<b>Ms. FORTUNA C. BENOSA</b>	-	Dept. Manager III, CorPlan Dept.
<b>Ms. ALONA A. MANGANAAN</b>	-	Executive Assistant IV
<b>Mr. RAMON R. MUNCAL</b>	-	Stenographer II

**HIGHLIGHTS OF THE MEETING**

**I. OPENING PRAYER**

Ms. Alona A. Manganaan led the opening prayer for the meeting.

**II. CALL TO ORDER**

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

**III. ACKNOWLEDGMENT OF THE PRESENCE OF THE APPOINTIVE DIRECTORS  
AND 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 following Appointive Members of the NTA Governing Board, to wit:

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

6. Dir. DANILO C. TRONGCO; and
7. Dir. WILSON R. VICTORIO.

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**III. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**

**A. APPROVAL OF THE AGENDA OF THE ONE HUNDRED AND TWENTY-FIFTH (125<sup>TH</sup>) REGULAR MEETING OF THE NTA GOVERNING BOARD HELD THIS 14 JUNE 2019 AT THE 3/F BEN-LOR BUILDING, QUEZON AVENUE, QUEZON CITY**

The Presiding Officer presented the Agenda for the 125<sup>th</sup> Regular Meeting for the consideration of the members of the board.

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

**RESOLUTION NO. 1079-2019**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the NTA Governing Board approves the Agenda of the One Hundred and Twenty-Fifth (125<sup>th</sup>) Regular Meeting of the NTA Governing Board held this 14 June 2019 at the Board Room, 3/F Ben-Lor Building, Quezon Avenue, Quezon City.

**UNANIMOUSLY APPROVED.....”**

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**B. APPROVAL OF THE MINUTES OF THE NINETY-SIXTH (96<sup>TH</sup>) SPECIAL MEETING OF THE NTA GOVERNING BOARD HELD ON 26 APRIL 2019 AT THE BOARD ROOM, 3/F BEN-LOR BUILDING, QUEZON AVENUE, QUEZON CITY**

Dir. Salanga moved to defer the approval of the minutes and requested for the amendment of the same to put on record the discussions pertaining to the negligence committed by Ms. Imelda N. Riñen with respect to the over procurement of farm inputs for IFOIGAP-TCGS CY 2018-2019.

**(deferred)**

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**C. IMPLEMENTING GUIDELINES FOR THE IFOIGAP-RICE COMPONENT WET SEASON CY 2019**

Ms. Benosa presented to the Members of the Board the draft of the implementing guidelines for the IFOIGAP-Rice Component WS 2019. She said that the guidelines is practically the same guidelines for last year's rice production assistance except that the 20% subsidy for farm inputs is now automatically deducted from the principal amount of assistance. Dir. Salanga suggested to revise the guidelines to clarify that the interest will be charged only to the net amount of assistance after deducting the 20% subsidy. Ms. Benosa, however, emphasized that the whole amount of assistance, including the subsidy, shall be charged with 1% service fee.

Ms. Benosa further informed the Members of the Board with respect to the 85% repayment of assistance availed for the last rice season. She said that the said repayment shall exclude those who were affected by Typhoon Ompong. Dir. Salanga requested from Ms. Benosa the list of farmers affected by Typhoon Ompong.

Atty. Ambros also informed the Members of the Board on the amendments to the provisions on Sanctions and Violations, particularly on the part of employees who fail to remit the payments received from the farmers. He said that violation of this kind should disqualify the erring employees from receiving Performance-Based Bonus (PBB). Dir. Salanga then moved that starting CY 2019, all employees who violate the provisions of all implementing guidelines or negligent in the performance of their duties and responsibilities shall not be entitled to PBB.

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

**RESOLUTION NO. 1080-2019**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the NTA Governing Board hereby approves the amended Implementing Guidelines for the Integrated Farming and Other Income Generating Activities Project-Rice Component Wet Season 2019.

**RESOLVED, FURTHER,** that starting CY 2019, any Extension Worker who violates the provisions of all Implementing Guidelines of the NTA particularly on the non-remittance of collections, as well as, found to be negligent in the performance of their duties and responsibilities therein, shall not be entitled to the grant of Performance-Based Bonus (PBB).

**UNANIMOUSLY APPROVED.....”**  
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- D. AWARD OF CONTRACTS FOR THE PROJECT: “SUPPLY AND DELIVERY OF FERTILIZERS FOR IOFIGAP-RICE WET SEASON 2019 – lots 1, 2 & 4” AND REQUEST FOR RE-BIDDING OF LOT 3 WITH REVISED APPROVED BUDGET FOR THE CONTRACT (ABC)**

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

**RESOLUTION NO. 1081-2019**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the NTA Governing Board hereby approves the award of contracts for the project: **“Supply and Delivery of Fertilizers for the Integrated Farming and Other Income Generating Activities Project – Rice Component (IFOIGAP-Rice) for Wet Season 2019 - Lots 1, 2 and 4”** in favor of **Universal Harvester Incorporated** with the Single Calculated and Responsive Bid (SCRB) in the amount of **Php3,544,926.00 (Lot 1)**,

Php4,183,134.00 (Lot 2) and Php2,646,131.00 (Lot 4), respectively.

**RESOLVED, FURTHER,** that the Vice-Chairman/Administrator is hereby authorized to issue the Notice of Award to the winning bidder and execute the corresponding Contract/Agreement for and in behalf of the NTA, as well as issue the Notice to Proceed.

**RESOLVED, FINALLY,** that the Vice-Chairman/Administrator is hereby directed to supervise the implementation of the said project until its completion.

**UNANIMOUSLY APPROVED.....”**  
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**RESOLUTION NO. 1082-2019**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the NTA Governing Board hereby approves the conduct for the re-bidding for the project: **“Supply and Delivery of Fertilizers for the Integrated Farming and Other Income Generating Activities Project – Rice Component (IFOIGAP-Rice) for Wet Season 2019 - Lot 3”** with the revised Approved Budget for the Contract (ABC) in the amount of **Php4,815,514.00.**

**UNANIMOUSLY APPROVED.....”**  
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**E. PREPARATIONS FOR THE CELEBRATION OF THE 32<sup>ND</sup> ANNIVERSARY OF THE NTA**

During yesterday’s committee meeting, Dr. Cristina C. Lopez, Manager of the Administrative Department, suggested to conduct a simple celebration considering that there will be no major activity, such as, awarding of Tobacco Growers of the Year and that the NTA cannot spend the same amount if there is such major activity. Dr. Lopez also suggested that the Central Office and the Branch Offices will just conduct simultaneous celebration in each office. Dir. Salanga suggested to conduct the celebration on July 26, 2019 to coincide with the Special Meeting of the NTA Governing Board.

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**IV. OTHER MATTERS**

**A. REQUEST TO INCREASE THE NTA CORPORATE OPERATING BUDGET (COB) FOR FISCAL YEAR 2019**

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

**RESOLUTION NO. 1083-2019**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** approves the amended NTA Corporate

Operating Budget (COB) for Fiscal Year 2019 in the total amount of **ONE BILLION TWO HUNDRED EIGHTY-SEVEN MILLION SEVEN HUNDRED SIXTEEN THOUSAND PESOS (PhP1,287,716,000.00)** or an increase of PhP30,982,000.00 from PhP1,256,734,000.00 as previously approved under Board Resolution No. 1049-2019 dated 12 April 2019.

**UNANIMOUSLY APPROVED.....”**  
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**B. SCHOLARSHIP PROGRAM**

Dir. Casela noted that there are 52 scholarship slots which were not availed for this Academic Year 2019-2020. He said that Ms. Ma. Mercedes Ayco, the TPRO assigned at Mindanao area, was requesting for additional 5 slots.

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

**RESOLUTION NO. 1084-2019**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the NTA Governing Board hereby approves the request to provide additional five (5) scholarship slots for Mindanao area to be taken from the fifty-two (52) unavailed slots from other NTA Branch Offices, effective Academic Year (AY) 2019-2020.

**UNANIMOUSLY APPROVED.....”**  
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**V. ADJOURNMENT**


Dir. Salanga directed Atty. Ambros to invite the Branch Managers/OIC in the next committee meeting. The board agreed to conduct the next Meetings, as follows:

- a. Committee Meeting - 9:00 A.M., 27 June 2019;
- b. 98<sup>th</sup> Special Meeting - 10:00 A.M., 28 June 2019;
- c. Committee Meeting - 9:00 A.M., 04 July 2019;
- d. 126<sup>th</sup> Regular Meeting - 10:00 A.M., 05 July 2019;
- e. Committee Meeting - 9:00 A.M., 25 July 2019 and
- f. 99<sup>th</sup> Special Meeting - 10:00 A.M., 26 July 2019.

There being no other matter to be taken up, and upon motion of Dir. Salanga, duly seconded by Dir. Casela, the meeting was officially adjourned at 1:30 P.M.

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**PREPARED AND CERTIFIED CORRECT:**

  
**ATTY. ROHBERT A. AMBROS**  
Acting Board Secretary

**ATTESTED:**



**Hon. ROBERT L. SEARES**

*Administrator, National Tobacco Administration  
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 Sector*



**Hon. DANILO C. TRONGCO**

*Appointive Director, Tobacco Farmers Sector*



**Hon. WILSON R. VICTORIO**

*Appointive Director, Tobacco Trader/Exporter Sector*

ONE HUNDRED AND TWENTY-FIFTH (125<sup>th</sup>) REGULAR BOARD MEETING OF THE NTA  
BOARD OF DIRECTORS HELD AT THE BOARD ROOM, THIRD FLOOR, BEN-LOR  
BUILDING, QUEZON AVENUE, QUEZON CITY, 14 JUNE 2019, 12:00 NOON

ATTENDANCE SHEET

PRESENT:

1. Secretary **EMMANUEL F. PIÑOL**  
Department of Agriculture and  
Chairman, NTA Governing Board

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

for: ~~EMM~~ **ALEJANDRIA A. ISUNGCA**

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

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

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

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

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

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

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

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OTHERS PRESENT:

1. Atty. **ROBERT A. AMBROS**  
Acting Board Secretary

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2. **ALONA A. MANGANAN**

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3. **FORTUNA C. BENOVA**

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