

Republic of the Philippines  
Department of Agriculture  
**NATIONAL TOBACCO ADMINISTRATION**  
Quezon City

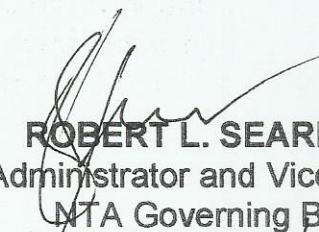
**SPECIAL ORDER NO. 0192, SERIES OF 2017**  
**07 March 2017**

In the interest of the service, the following new Members of the NTA Governing Board are hereby authorized to attend the Orientation Seminar on Public Corporate Governance to be conducted by the Development Academy of the Philippines (DAP) to be held on April 3-4, 2017, at the Marco Polo Hotel, Ortigas Center, Pasig City, as follows:

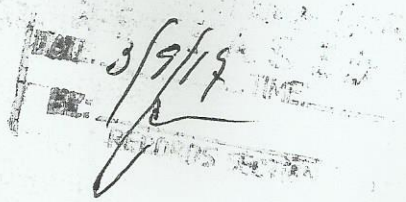
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|-----------------------------------|---|----------------------------|
| 1. Usec. EVELYN G. LAVIÑA         | - | Alternate Chairman;        |
| 2. Administrator ROBERT L. SEARES | - | Vice-Chairman;             |
| 3. Director WILFREDO C. MARTINEZ  | - | Member, Farmer Sector;     |
| 4. Director TEOFILO R. QUINTAL    | - | Member, Farmer Sector; and |
| 5. Director NESTOR C. CASELA      | - | Member, Academic Community |

As such, they are entitled to a seminar fee of P17,000.00, each, chargeable against the NTA Corporate Funds. The regular Appointive Directors are likewise entitled to allowable travelling expenses subject to usual accounting and auditing rules and regulations.

This Order shall take effect from April 2 to 5, 2017 and shall serve as their travel order.

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

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| <b>NTA</b>                                 |
| <b>CONTROLLED COPY</b>                     |
| <b>PER LAC. MANZON</b>                     |
| ISSUED TO ADMINISTRATIVE SERVICES DIVISION |
| LEPT / DIV: <u>ASD</u>                     |
| DATE: <u>3/7/17</u>                        |

  
3/9/17  
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## development academy of the philippines

20 February 2017

**DR. ROBERT L. SEARES**  
Administrator  
National Tobacco Administration  
Sct. Reyes cor. Panay Avenue  
Quezon City

Attention: Corporate Secretary

Dear Administrator Seares:

As an accredited training provider by the Governance Commission for Government Owned or Controlled Corporations (GCG), the Development Academy of the Philippines (DAP) is pleased to inform you that we are opening the two batches of the "**Orientation-Seminar on Public Corporate Governance for Board of Directors/Trustees of GOCCs**" on **March 15-16, 2017 and April 3-4, 2017** at Marco Polo Hotel in Ortigas Center in Pasig City.

The orientation-seminar aims to equip Appointive Directors of GOCCs with the knowledge to effectively carry out their functions in ensuring transparent, responsible and accountable governance of GOCCs. This is in accordance with the Fit and Proper Rule of GCG MC No. 2012-05 which requires that all Appointive Directors and CEOs of GOCCs and subsidiaries should attend a special seminar on corporate governance upon their appointment.

Attached is the seminar brochure for your reference.

For more details, you may please contact Ms. Emelita Esusan or Mr. Miguel Planas of the Center for Governance-Operations Management Office through telephone (632) 631-2139 or email [dapcorpgovseminar@dap.edu.ph](mailto:dapcorpgovseminar@dap.edu.ph). Final confirmation date is on **March 1, 2017**.

Thank you very much and we look forward to your participation.

Very truly yours,

  
**ANTONIO D. KALAW, JR., CESO**  
President

Att: a/s

