

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

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## OFFICE OF THE GOVERNING BOARD

**EIGHTY-FIRST (81<sup>ST</sup>) SPECIAL MEETING OF THE NTA GOVERNING BOARD  
HELD AT THE BOARD ROOM, SECOND FLOOR, NTA BUILDING, SCOUT REYES  
STREET CORNER PANAY AVENUE, QUEZON CITY  
30 JANUARY 2018, 12:00 NOON**

**Present:**

Hon. ROBERT L. SEARES, M.D.	-	Administrator/Vice-Chairman
Hon. PEDRO J. MENDIOLA, JR.	-	Member, Tob. Traders/Exporters Sector
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

**Others Present:**

**ATTY. MEL. JOHN I. VERZOSA**  
Deputy Administrator for Operations

**Mr. ENRIQUE DELA CRUZ**  
Consultant, Office of the Undersecretary  
For High Value Crops, Department of Agriculture

**Ms. NORA A. CORRE**  
Office-in-Charge  
AgriPinoy Projects

**Dr. MIKAEL G. CRISOLOGO**  
Consultant for AgriPinoy Projects

**ATTY. ROBERT A. AMBROS**  
Officer-in-Charge, Regulation Dept.  
and concurrent Acting Board Secretary

**Mr. MIGUEL A. PACULAN**  
Job Order Hiree

**Ms. KYRA P. CLAMAÑA**  
Private Secretary II

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### HIGHLIGHTS OF THE MEETING

#### I. CALL TO ORDER

The meeting was called to order at 10:00 A.M., with Vice-Chairman/Administrator Robert L. Seares, M.D., as the Presiding Officer.

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**II. 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 Appointive Members of the NTA Governing Board. The Acting Board Secretary noted the presence of the following members of the board, to wit:

1. Adm. ROBERT L. SEARES
  2. Dir. PEDRO J. MENDIOLA, JR.
  3. Dir. RODOLFO F. SALANGA
  4. Dir. WILFREDO C. MARTINEZ
  5. Dir. TEOFILO R. QUINTAL; AND
  6. Dir. NESTOR C. CASELA.
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**III. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**

**A. APPROVAL OF THE AGENDA FOR THE 81<sup>ST</sup> SPECIAL MEETING OF THE NTA GOVERNING BOARD**

Vice-Chairman/Administrator Seares presented to the Members of the Board the Agenda for the 81<sup>st</sup> Special Meeting. Upon motion of Dir. Casela and duly seconded by Dir. Martinez, the board unanimously adopted the following resolution, to wit:

**RESOLUTION NO. 780-2018**

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board approves the Agenda for the Eighty-First (81<sup>st</sup>) Special Meeting of the NTA Governing Board held this 30<sup>th</sup> day of January 2018 at the NTA Board Room, NTA Bldg., Scout Reyes Street corner Panay Avenue, Quezon City.

**UNANIMOUSLY APPROVED.....”**

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**B. APPROVAL AND CONFIRMATION OF THE MINUTES OF THE ONE HUNDRED AND EIGHTH (108<sup>TH</sup>) REGULAR MEETING OF THE NTA GOVERNING BOARD HELD ON 12 JANUARY 2018 AT THE BOARD ROOM, SECOND FLOOR, NTA BLDG., SCOUT REYES STREET CORNER PANAY AVENUE, QUEZON CITY**

The Presiding Officer presented the Minutes of the 108<sup>th</sup> Regular Meeting of the NTA Governing Board held on 12 January 2018 for their consideration and approval.

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

**RESOLUTION NO. 781-2018**

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, that the NTA Governing Board approves the Minutes of the One Hundred and Eighth (108<sup>th</sup>) Regular Meeting of the NTA Governing Board held on 12



January 2018 at the NTA Board Room, NTA Bldg.,  
Scout Reyes Street corner Panay Avenue, Quezon City.

**UNANIMOUSLY APPROVED.....”**  
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**C. APPROVAL OF THE CY 2018 OPERATING BUDGET FOR THE AGRIPINOY PROJECTS**

Dir. Salanga advised that Ms. Corre or the designated Accountant should certify all reports prepared by the AgriPinoy Projects instead of a Job Order Hiree who can only sign as the one who have prepared the reports.

Dr. Crisologo informed the members of the board that they proposed to start the Hog Raising Program this March 2018 and deliveries to the Meat Processing Plant will be in June. He requested for the hiring of 3 Job Order Hirees for the hog dispersal because the proposed areas (1 or 2 municipalities only, per province) are still manageable and to further request for additional hires if it is insufficient.

Dir. Casela commended that the proposed 10 heads per farmer is not feasible if the farmer has no sufficient pig pen. He then suggested to Dr. Crisologo to supervise the inspection of the pig pens of the farmer-cooperators before any dispersal is made and visit the farmers as often as possible. He also advised Dr. Crisologo to look for more market outlets which is the perennial problem of the project.

Dr. Crisologo replied that the 10 heads ration per farmer is still feasible for a 4x4 square meter pig pen. Dir. Casela reminded Dr. Crisologo to make sure that the dispersal will not cause any complaint or discrimination on the recipients of the hog dispersal program.

On the chicken dressing component, Dr. Crisologo that he was able to meet with some broiler growers and he reported that the dressing plant can earn a net income of P20.50, per head. He then requested that the freezer van should be repaired immediately. He also requested the board to involve the NTA Head Office particularly in accrediting the meat products with the Food and Drug Administration (FDA).

Dir. Salanga suggested to Dr. Crisologo to start with the production which can be absorbed by the markets in the Region to be able to sustain the operations before planning to expand the operation in other areas, which concern can be programmed for the next year.

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

**RESOLUTION NO. 782-2018**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the NTA Governing Board approves the Operating Budget of the AgriPinoy Projects for CY 2018.

**RESOLVED, FURTHER,** that the NTA Governing Board approves the conduct of public bidding, through the NTA Bids and Awards Committee (NTA-BAC), for



the purchase of hogs and feeds with an approved budget for the contract (ABC) of P6,000,000.00 and P8,000,000.00, respectively.

**RESOLVED, FINALLY**, that Ms. Nora A. Corre and Dr. Mikael G. Crisologo, Officer-in-Charge and Consultant, respectively, are hereby directed to render a monthly report on the status of operation of the said projects.

**UNANIMOUSLY APPROVED.....”**  
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- D. **NTA RISK MANAGEMENT PLAN; AND**
- E. **NTA AUDIT PLAN FOR CY 2018**

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

**RESOLUTION NO. 783-2018**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED**, that the NTA Governing Board approves the NTA Risk Management Plan.

**UNANIMOUSLY APPROVED.....”**  
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**RESOLUTION NO. 784-2018**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED**, that the NTA Governing Board approves the NTA Audit Plan for CY 2018.

**UNANIMOUSLY APPROVED.....”**  
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- F. **REQUEST FOR AUTHORITY FOR THE VICE-CHAIRMAN/ADMINISTRATOR TO EXECUTE AND SIGN A SPECIAL POWER OF ATTORNEY FORO THE LAWYER/S OF NTA TO REPRESENT THE AGENCY IN THE ALL CASES FORMERLY HANDLED BY ATTY. SAMUEL L. VIERNES**

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

**RESOLUTION NO. 785-2018**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED**, that the NTA Governing Board hereby grants authority for the Vice-Chairman/Administrator to execute and sign the Special Power of Attorney (SPA) for the Lawyer/s of the NTA to represent the Agency in all cases formerly handled by Atty. Samuel L. Viernes.

**UNANIMOUSLY APPROVED.....”**  
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V. **OTHER MATTERS**

A. **GRANT OF INCREASE IN THE MONTHLY PAY/COMPENSATION OF JOB ORDER HIREES**

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

**RESOLUTION NO. 786-2018**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the NTA Governing Board approves the recommendation of the NTA Management for the Grant of Increase in the Monthly Pay/Compensation of Job Hirees as contained in the Memorandum dated 26 January 2018, **effective 01 February 2018.**

**UNANIMOUSLY APPROVED.....”**

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B. **TRADING OPERATIONS**

The NTA Governing Board instructed Atty. Ambros to prepare a memorandum to be signed by the Vice-Chairman/Administrator for all Tobacco Traders to allow Principal Field Canvassers to designate Sub-Field Canvassers under certain conditions and to extend the deadline for filing of applications for licenses.

The board likewise instructed Atty. Ambros to require the concerned Branch Office Managers who were able to survey farmers without marketing tie-up to submit the individual list of farmers and the location of the tobacco farm for submission to the Private Sector.

C. **PAST DUE ACCOUNTS OF FARMER-COOPERATORS**

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

**RESOLUTION NO. 787-2018**

**“BE IT RESOLVED, AS IT IS HEREBY RESOLVED,** that the NTA Governing Board approves the amendment of the Implementing Guidelines for production and/or facility assistance programs/projects that the interest rate to be imposed shall be 0% and that penalties and charges shall be condoned for all past due accounts only.

**RESOLVED, FURTHER,** that any amount of interests and penalties previously collected shall be applied to the principal loan.

**PROVIDED, FINALLY,** that Farmer-Cooperators with part due account/s shall be disqualified from availing any production/facility assistance from the NTA

unless they have paid at least 85% of all the principal loan amount.

**UNANIMOUSLY APPROVED....."**


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**VI. ADJOURNMENT**

There being no other matter to be discussed and upon motion of Dir. Mendiola, duly seconded by Dir. Martinez, the Board adjourned at 12:00 noon.

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**PREPARED AND CERTIFIED CORRECT:**



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

**ATTESTED:**




**Hon. ROBERT L. SEARES**  
*Vice-Chairman and Administrator*



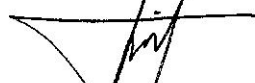
**Hon. PEDRO J. MENDIOLA, JR.**  
*Appointive Director, Tobacco Traders/Exporters Sector*



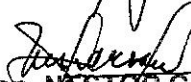
**Hon. RODOLFO F. SALANGA**  
*Appointive Director, Tobacco Manufacturing Sector*



**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*