

**2017 REPORT OF ACTIVITIES
COMMITTEE ON BOARD AUDIT AND FINANCE**

Composition:

January to February 2017:

Chairman - Dir. Rodolfo F. Salanga
Members - Adm. Edgardo D. Zaragoza
Dir. Geoffrey DG. Gacula
Dir. Dante G. Claravall

February to December 2017:

Chairman - Dir. Teofilo R. Quintal
Members - Adm. Robert L. Seares, M.D.
Dir. Teofilo R. Quintal
Dir. Wilfredo C. Martinez

Functions:

- a. to serve as a study group to recommend to the Board the adoption/enhancement of policies related to effective management and operational systems and procedures; and
- b. to which will be referred budgetary matters, appropriations, ways and means of raising funds, and similar issues

Dates of committee meetings conducted:

- a. January 12, 2017;
- b. February 27, 2017;
- c. March 7, 2017;
- d. March 30, 2017;
- e. April 20, 2017;
- f. May 2, 2017;
- g. May 29, 2017;
- h. June 22, 2017;
- i. August 10, 2017;
- j. August 24, 2017;
- k. October 3, 2017;
- l. November 28, 2017;
- m. December 7, 2017.

The Committee recommended the adoption of the following resolutions, to wit:

1. Resolution No. 619-2017 dated 13 January 2017 approving the NTA Corporate Operating Budget for FY 2017;

2. Resolution No. 620-2017 dated 13 January 2017 approving the provision of allowance for doubtful accounts starting CY 2016;
3. Resolution No. 628-2017 dated 08 February 2017 designating the Administrator and manager of the Finance Department as joint signatories to all checks and other required bank forms for all bank accounts maintained by the NTA;
4. Resolution No. 632-2017 dated 28 February 2017 approving the provision of calamity assurance for tobacco farmers whose curing facilities were damaged by typhoon Lawin and authorizing the NTA Management to negotiate with the DBM for Supplemental Budget;
5. Resolution No. 633 dated 28 February 2017 designating the Branch Managers to enter into a MOA with the Land Bank of the Philippines for the use of ATM Payroll System;
6. Resolution No. 639-2017 dated 08 March 2017 approving the Internal Audit Plan for CY 2017;
7. Resolution No. 640-2017 dated 08 March 2017 authorizing the NTA Management to conduct the public bidding for the procurement of security services for the NTA Central Office and Branch Offices;
8. Resolution No. 641-2017 dated 08 March 2017 authorizing the NTA Management to conduct the public re-bidding for the provision of petroleum, oil and lubricants for FY 2017;
9. Resolution No. 642-2017 dated 08 March 2017 authorizing the NTA Management to conduct public bidding for the procurement of consultancy services for the determination of structural integrity of the NTA Central Office Building;
10. Resolution No. 645-2017 dated 31 March 2017 designating the official joint signatories for the accounts of the AgriPinoy Projects;
11. Resolution No. 646-2017 dated 31 March 2017 confirming and ratifying the authority of Mr. Hermogenes Galvez to receive the check from the GSIS representing the indemnity of the damages sustained by the TDPP building caused by fire;
12. Resolution No. 649-2017 dated 21 April 2017 authorizing the conduct of negotiated procurement for the provision of fuel, oils and lubricant for FY 2017;
13. Resolution No. 656-2017 dated 03 May 2017 approving the award of contract of security services (Lot 2) for the offices of the NTA;
14. Resolution No. 657-2017 dated 03 May 2017 approving the conduct of negotiated procurement for the procurement of security services (Lots 1,3,4 & 5);
15. Resolution No. 658-2017 dated 03 May 2017 approving the adjusted NTA COB for FY 2017;
16. Resolution No. 659-2017 dated 03 May 2017 authorizing the NTA Management to negotiate with the DBM for Supplemental Budget;
17. Resolution No. 665-2017 dated 30 May 2017 deferring the request for the purchase of moisture meters;
18. Resolution No. 666-2017 dated 30 May 2017 approving the conduct of public bidding for the purchase of desktop and laptop computer units;
19. Resolution No. 675-2017 dated 09 June 2017 approving the award of contract for the purchase of fertilizers for IFOIGAP-Rice Wet Season 2017;

20. Resolution No. 676-2017 dated 09 June 2017 deferring the public bidding for the purchase of air conditioning units, laboratory fixtures and tables and smoking machine for the NTA Quality Assurance and Laboratory Building;
21. Resolution No. 694-2017 dated 28 July 2017 authorizing the conduct of public bidding for the rehabilitation of the laboratories at the Product Development Division-IRD Batac City, Ilocos Norte;
22. Resolution No. 700-2017 dated 11 August 2017 approving the amendments on the specifications and number of units for procurement;
23. Resolution No. 711-2017 dated 25 August 2017 approving the conduct of public bidding for the purchase of motor vehicles;
24. Resolution No. 712-2017 dated 25 August 2017 approving the adoption of the Modified Salary Schedule pursuant to E.O. 36, Series of 2017;
25. Resolution No. 713-2017 dated 25 August 2017 authorizing the release of the salary differentials of qualified NTA personnel pursuant to EO 36;
26. Resolution No. 714-2017 dated 25 August 2017 authorizing the NTA Management to request from the DBM for supplemental budget to cover the compensation adjustment pursuant to EO 36;
27. Resolution No. 715-2017 dated 25 August 2017 approving the increase of monthly Commutable Transportation Allowance for Extension Workers;
28. Resolution No. 716-2017 dated 25 August 2017 approving the amendment for the purchase of computer units increasing the approved budget for the contract by P1,000.00, per unit;
29. Resolution No. 719-2017 dated 08 September 2017 approving the award of contract of security services (Lots 1,3,4&5) for the offices of the NTA;
30. Resolution No. 720-2017 dated 08 September 2017 approving the purchase of smoking machine, laboratory tables, fixtures, equipment and furniture;
31. Resolution No. 721-2017 dated 08 September 2017 recommending the reduction of interest rates and administrative charges for production assistance;
32. Resolution No. 724-2017 dated 19 September 2017 authorizing the NTA Management to negotiate with the PDIC for the revival of the NTA Housing Project at Montalban, Rizal, and to request supplemental budget from the DBM for the payment of the loan with the PDIC to be taken from the Special Account under RA 4155;
33. Resolution No. 725-2017 dated 19 September 2017 authorizing the conduct of public bidding for the purchase of production inputs for IFOIGAP-TCGS 2017-2018;
34. Resolution No. 726-2017 dated 19 September 2017 authorizing the conduct of re-bidding for the purchase of 5 unit of motor vehicles;
35. Resolution No. 727-2017 dated 19 September 2017 authorizing the conduct of public bidding for the structural investigation of the NTA Central Office building;
36. Resolution No. 729-2017 dated 19 September 2017 and Res. No. 768-2017 dated 08 December 2017 approving the grant of financial subsidy on production assistance for tobacco farmers;
37. Resolution No. 734-2017 dated 04 October 2017 approving the procurement of 380 heads of F1 type hogs for use in the NTA AgriPinoy Training School;

38. Resolution No. 735-2017 dated 04 October 2017 approving the Implementing Guidelines for the Beef Cattle Production Assistance Project and authorizing the procurement of 445 heads of beef cattle;
39. Resolution No. 740-2017 dated 18 October 2017 approving the guidelines for the provision of free facility assistance and authorizing the procurement of hygrometers, thermometers and curing graphs;
40. Resolution No. 741-2017 dated 18 October 2017 approving the award of contract for the supply and delivery of pesticides and fungicides for the IFOIGAP- TCGS CY 2017-2018;
41. Resolution No. 745-2017 dated 09 November 2017 approving the conduct of public bidding for the procurement of water pump engines;
42. Resolution No. 746-2017 dated 09 November 2017 approving the award on contract for the supply and delivery of suckercide for the IFOIGAP-TCGS CY 2017-2018;
43. Resolution No. 747-2017 dated 09 November 2017 approving the award of contract for the supply and delivery of 380 heads of F1 meat type hogs;
44. Resolution No. 748-2017 dated 09 November 2017 approving the award of contract for the supply and delivery of motor vehicles;
45. Resolution No. 749-2017 dated 09 November 2017 approving the award of the contract for the relocation, annual preventive maintenance and replacement of parts of smoking machine;
46. Resolution No. 750-2017 dated 09 November 2017 approving the amendment of on the weight of beef cattle to be procured;
47. Resolution no. 754-2017 dated 09 November 2017 approving the hiring of consultancy service of Mr. Rex Antonio P. Teoxon;
48. Resolution No. 757-2017 dated 29 November 2017 approving the request for the public bidding for the supply and deliver of 39 units of desktop computers;
49. Resolution No. 760-2017 dated 29 November 2017 confirming referendum resolution no. 001-2017 dated 28 November 2017 approving the conduct of public rebidding for the supply and delivery of 445 heads of beef cattle;
50. Resolution No. 764-2017 dated 08 December 2017 approving the public bidding for the purchase of Tobacco Moisture Meters and Global Positioning System;
51. Resolution No. 765-2017 dated 08 December 2017 approving the public bidding for the rehabilitation and provision of laboratories for the Product Development Division-IRD Batac to include the Soil Laboratory of the of the FTSD;
52. Resolution No. 766-2017 dated 08 December 2017 approving the implementing guidelines for the Integrated Demonstration/Model Farm and Extension Training Laboratory and authorizing the conduct of public bidding for the construction of Solar-Powered Irrigation System;
53. Resolution No. 769-2017 dated 08 December 2017 approving the award of contract for the structural investigation of the NTA Central Office Building;
54. Resolution no. 773-2017 dated 15 December 2017 approving the hiring of consultancy service of Mr. Rex Antonio P. Teoxon until march 31, 2018 without further extension; and

55. Resolution No. 775-2017 dated 15 December 2017 approving the continuous grant of scholarship assistance to tobacco dependents to be applied for the payment of miscellaneous fees and continuous grant of monthly allowance.

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Prepared and Certified Correct by:

ATTY. ROBERT A. AMBROS
Acting Board Secretary