



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
NATIONAL TOBACCO ADMINISTRATION

3rd & 4th Floor, Ben-Lor Building, 1184 Quezon Ave., Quezon City
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ISO 9001: 2015 QMS CERTIFIED

OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND FIFTY SEVENTH (157TH) REGULAR BOARD
MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE BOARD
ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY
21 DECEMBER 2022 (9:00 AM)

PRESENT:

Adm. BELINDA S. SANCHEZ	-	Vice-Chairman of the Board and Administrator/CEO Presiding Officer
Dir. JESSE PAT M. SERNA	-	Member, Tobacco Traders/Export Sector
Dir. NESTOR C. CASELA	-	Member, Academic Community
Dir. WILFREDO C. MARTINEZ	-	Member, Tobacco Farmers Sector
Dir. TEOFILO R. QUINTAL	-	Member, Tobacco Farmers Sector
Dir. DANILO C. TRONGCO	-	Member, Tobacco Farmers Sector

OTHERS PRESENT:

DR. GIOVANNI PALABAY	-	OIC/Deputy Admin. for Operations
Ms. DINAH E. PICHAY	-	OIC/Deputy Admin., Support Services
Ms. FORTUNA C. BENOSA	-	Manager, Corplanning Department
Engr. RANDY I. ABELLA	-	OIC/Manager, F. Tech. & Services
Ms. MINERVA P. MIZAL	-	Management Consultant
Atty. JUN FRED V. PARADO	-	Legal Officer V, Office of the Admin.
Ms. HAZEL ANNE M. INGUILLO	-	Private Secretary II
Mr. EMMANUEL N. VALERA	-	Administrative Assistant I

HIGHLIGHTS OF THE MEETING

I. CALL TO ORDER

The Honorable Administrator/CEO Called the meeting to order at 9:00AM.

At the outset, he informed that as Vice-chairman, he will preside in the absence of the Senior Undersecretary of Agriculture and Acting Chairman of the NTA Governing Board.

He requested Atty. Jun Fred Parado to lead the opening prayer.

II. OPENING PRAYER

Atty. Jun Fred Parado, Acting Board Secretary V, Office of the Administrator led the opening prayer.

III. DETERMINATION OF QUORUM

Hon. Administrator asked Atty. Jun Fred Parado, Acting Board Secretary V, to determine the quorum.

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ATTY. PARADO: For the Agenda for our 157th Regular Board Meeting of the NTA Governing Board, held at the Board Room, 3/F Ben-Lor Bldg., Quezon Avenue, Quezon City, we have:

1. As discussed yesterday, "The Request for the Update on the Revised Implementing Guidelines of the NTA Scholarship Program, per Instruction of the NTA Governing Board during the last Committee Meeting held on December 07, 2022"
2. We have the "Request for the Update on the Status of Filling-up of Vacant Plantilla Positions in the National Tobacco Administration"
3. Next is, "For Discussion, Letter of Intent to Purchase the Real Property Covered by Transfer Certificate of Title. (TCT) No. (S-23814) T-22933-A"
4. The "Approval of Adoption of the Policy that Purely Administrative Matters, Exercise of Administrative Functions, and Internal Operations shall be Resolved and Decided by the Administrator & CEO at the Committee Level; and Only Those Affecting the General Operations of the Agency shall be Brought to the Board En Banc for Review and Approval, Consistent with the Pronouncement of the Hon. Domingo F. Panganiban, DA Senior Undersecretary and Alternate Chairman of the Board, During the 111th Special Meeting of the NTA Governing Board, held on 27 October 2022"

"We have a quorum", the Hon. Administrator confirmed.

We are now ready to discuss the Agenda, madam Chair.

So, for the 1st Agenda, or item No. 1, our Resource Person is our OIC-DAOP, sir Giovanni Palabay. Please sir, you may render your Report. Thank you.

IV. PRESENTATION AND DISCUSSION OF AGENDA

1. REQUEST FOR THE UPADATE ON THE REVISED IMPLEMENTING GUIDELINES OF THE NTA SCHOLARSHIP PROGRAM, PER INSTRUCTION OF THE NTA GOVERNING BOARD DURING THE LAST COMMITTEE HELD ON DECEMBER 07 2022.

DR. PALABAY: On the 1st Agenda, regarding the Revised Implementing Guidelines of the NTA Scholarship Program: As per discussion in yesterday's Committee Meeting, it was deferred such that, at the time na maayos na at ma-incorporate po lahat ng suggestions and comments po, it will be presented again in the next Committee Meeting.

ATTY. PARADO: Thank you very much, doc Vanni. Madam Chair, may we request a Motion to be seconded by any Member of the Governing Board.

1 DIR. CASELA: Madam Chair, may I. Good morning to each and every one.
2 I move for the deferment of Agenda No. 1.

3
4 DIR. QUINTAL: I second the motion, madam Chair.

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6 **2. UPDATE ON THE STATUS OF FILLING-UP VACANT PLANTILLA**
7 **POSITIONS IN THE NATIONAL TOBACCO ADMINISTRATION.**

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9 ATTY. PARADO: The motion for Agenda No. 1 has been seconded. So, we
10 are ready to proceed to the Agenda No. 2. I would like to
11 manifest that this matter has been thoroughly discussed
12 yesterday at the Committee Meeting and there was a
13 motion for the adoption and approval of this Report, as duly
14 seconded by a Member of the Board. May we request any
15 Member of the Board for a motion, to be seconded. Thank
16 you.

17
18 DIR. TRONGCO: Madam Chair, I respectfully move for the approval and
19 adoption of the said Report. Thank you.

20
21 DIR. CASELA: I second the motion.

22
23 ATTY. PARADO: Thank you very much apo Directors.

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25 **3. (ITEM NO. 4.) REQUEST FOR THE APPROVAL OF ADOPTION TO**
26 **THE POLICY THAT PURELY ADMINISTRATIVE MATTERS,**
27 **EXERCISE OF ADMINISTRATIVE FUNCTIONS, AND INTERNAL**
28 **OPERATION SHALL BE RESOLVED AND DECIDED BY THE**
29 **ADMINISTRATOR & CEO AT THE COMMITTEE LEVEL; AND**
30 **ONLY THOSE AFFECTING THE GENERAL OPERATION OF THE**
31 **AGENCY SHALL BE BROUGHT TO THE BOARD EN BANC FOR**
32 **REVIEW AND APPROVAL, CONSISTENT WITH THE**
33 **PRONOUNCEMENT OF THE HON. DOMINGO F. PANGANIBAN,**
34 **DA-SENIOR UNDERSECRETARY AND ALTERNATE CHAIRMAN**
35 **OF THE BOARD, DURING THE 111TH SPECIAL MEETING OF THE**
36 **NTA GOVERNING BOARD, HELD ON 27 OCTOBER 2022.**

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38 ATTY. PARADO: Now, for the next Agenda. May we be allowed to skip to
39 Agenda No. 4, for the request for approval of the said item.
40 This is already reported in yesterday's Committee Meeting
41 po. As such, anyone from the Members of the Board can
42 request for a motion, to be seconded.

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44 DIR. SERNA: I move for the approval of the Agenda No. 4. Thank you.

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46 DIR. CASELA: I second the motion.

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48 ATTY. PARADO: Thank you, apo Directors

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51 **RESOLUTION NO. 27, S. 2022**

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53 **" BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA**
54 **GOVERNING BOARD ADOPTS THE POLICY THAT PURELY**
55 **ADMINISTRATIVE MATTERS, EXERCISE OF ADMINISTRATIVE**
56 **FUNCTIONS, AND INTERNAL OPERATION SHALL BE RESOLVED AND**
57 **DECIDED BY THE ADMINISTRATOR & CEO AT THE COMMITTEE LEVEL;**
58 **AND ONLY THOSE AFFECTING THE GENERAL OPERATION OF THE**
59 **AGENCY SHALL BE BROUGHT TO THE BOARD EN BANC FOR REVIEW**
60 **AND APPROVAL, CONSISTENT WITH THE PRONOUNCEMENT OF THE**
61 **HON. DOMINGO F. PANGANIBAN, DA-SENIOR UNDERSECRETARY AND**

1 **ALTERNATE CHAIRMAN OF THE BOARD, DURING THE 111TH SPECIAL**
2 **MEETING OF THE NTA GOVERNING BOARD, HELD ON 27 OCTOBER**
3 **2022.**

4 **UNANIMOUSLY APPROVED....”**

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8 **4. (ITEM NO. 3.) REQUEST FOR THE DISCUSSION, RE: LETTER OF**
9 **INTENT TO PURCHASE THE REAL PROPERTY COVERED BY**
10 **TRANSFER CERTIFICATE OF TITLE (TCT) NO. (S-23814) T-22933-**
11 **A.**

12
13 **ATTY. PARADO:** And for the final agenda, Agenda No. 3. Can I make a
14 manifestation also, that this subject matter is requested to
15 be discussed with the Executive Assistant IV and Special
16 Assistant to the Administrator, mayor Ben Sarmiento. As
17 requested also, may we request the Members of the Board
18 na pasadahan lang, in discussing this item. Any comments
19 and suggestions po?

20
21 **DIR. MARTINEZ:** May I, Atty. Parado.

22
23 **ATTY. PARADO:** Yes, po sir.

24
25 **DIR. MARTINEZ:** Good morning to all. I am surprised about this topic that
26 there is a Letter of Intent to purchase this land, because I'm
27 the Chairman of the Committee on Properties. But, in any
28 ways, I would suggest the next Directors will discuss it and
29 take it seriously because this is our land and I remember
30 that this land has a problem about land dispute, something
31 like that. Anyway, I just like you to know. Thank you.

32
33 **ATTY. PARADO:** Thank you, apo Director Martinez. Well, noted po, lahat po
34 ng sinabi ninyo. Any further comments po? If none, can we
35 have a motion to be seconded by any Member of the
36 Board?

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38 **DIR. QUINTAL:** I move for the deferment of the last agenda, to be
39 discussed furthermore in the next Committee Meeting.

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41 **DIR. MARTINEZ:** I second the motion.

42
43 **ATTY. PARADO:** Thank you, apo Directors.

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46 **V. ADJOURNMENT**

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49 **ATTY. PARADO:** There is no more Agenda to be discussed and tackled in
50 this meeting. We are ready for adjournment. Any motion po
51 from the Members of the Board?

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53 **DIR. SERNA:** I move for the adjournment of this Meeting.

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55 **DIR. TRONGCO:** I second the motion.

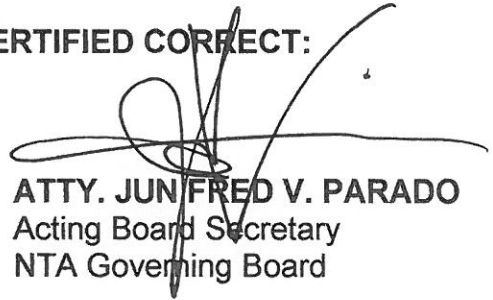
56 **ADMIN. SANCHEZ:** The motion for Adjournment has been duly seconded. We
57 are adjourned!

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59 Thank you.

60 Note: The Meeting was adjourned at exactly 11:01AM.


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PREPARED AND CERTIFIED CORRECT:




ATTY. JUN FRED V. PARADO
Acting Board Secretary
NTA Governing Board

ATTESTED:



Hon. BELINDA S. SANCHEZ
Administrator/CEO and Vice-Chairman,
NTA Governing Board



Hon. NESTOR C. CASELA
Appointive Director, Academic Community Sector




Hon. WILFREDO C. MARTINEZ
Appointive Director, Tobacco Farmers Sector



Hon. TEOFILO R. QUINTAL
Appointive Director, Tobacco Farmers Sector



Hon. JESSE PAT M. SERNA
Appointive Director, Tobacco Traders/Exporters Sector



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



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OFFICE OF THE NTA GOVERNING BOARD

**ONE HUNDRED AND TWELVE (112) SPECIAL BOARD MEETING OF THE
NTA BOARD OF DIRECTORS, HELD AT MONTE VISTA HOTSPRING AND
CONFERENCE RESORT, CALAMBA, LAGUNA
24 November 2022 (3:00 PM)**

PRESENT:

Adm. BELINDA S. SANCHEZ	-	Administrator & CEO
Dir. JESSE PAT M. SERNA	-	Acting Presiding Officer
		Member, Tobacco Traders/Export Sector
Dir. NESTOR C. CASELA	-	Member, Academic Community
Dir. WILFREDO C. MARTINEZ	-	Member, Tobacco Farmers Sector
Dir. TEOFILO R. QUINTAL	-	Member, Tobacco Farmers Sector
Dir. DANILO C. TRONGCO	-	Member, Tobacco Farmers Sector

OTHERS PRESENT:

Mr. REYNALDO R. AQUINO	-	OIC Manager, Internal Audit Department
Ms. DINAH E. PICHAY	-	OIC/Deputy Admin., Support Services
Ms. MILAGOS C. TIU	-	OIC Manager, Finance Department
Ms. ZENAIDA T. ARROJO	-	Manager, Administrative Department
Atty. ROHBERT A. AMBROS	-	Manager, Regulation Department
Atty. JUN FRED V. PARADO	-	Attorney V, Office of the Administrator & Acting Board Secretary V

HIGHLIGHTS OF THE MEETING

I. CALL TO ORDER

The Honorable Acting Presiding Officer called the meeting to order at 3:00PM.

He requested Atty. Jun Fred V. Parado to lead the Opening Prayer.

II. OPENING PRAYER

Atty. Parado, Acting Board Secretary V, led the Opening Prayer.

III. DETERMINATION OF QUORUM

The Honorable Acting Presiding Officer asked Atty. Parado, Acting Board Secretary V, to determine the quorum.

ATTY. PARADO: Yes, Mr. Chair. Thank you, Sir.

For the determination of Quorum for today's meeting, we have the honorable Dir. Nestor C. Casela, Dir. Wilfredo C. Martinez, Dir. Teofilo R. Quintal, Dir. Danilo C. Trongco, and Dir. Jessie Pat M. Serna, they being present. We are joined by our Resource Speakers: Mr. Reynaldo Aquino, the OIC Manager of the Internal Audit Department, Ms. Milagos Tiu,

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OIC Manager of the Finance Department, and Ms. Dinah Pichay, the OIC of the Office of the Deputy Administrator for Support Services. We also have Ms. Zenaida Arrojo, the newly-installed Department Manager of the Administrative Department, and Atty. Rohbert Ambros, the Department Manager of the Regulation Department.

As such, Mr. Chair, we have a Quorum.

MR. CHAIR: Mr. Secretary, we have to continue to the presentation and discussion of the Proposed Agenda.

ATTY. PARADO: For the Proposed Agenda for today's Board Meeting:

A. Under the Committee on Nomination, Remuneration & Personnel Administration

- 1. Request for the Election of Appointive Director and Member of the NTA Governing Board, Ms. Belinda Sarmiento Sanchez, as the Administrator & Chief Executive Officer (CEO) of the National Tobacco Administration (NTA) vice Robert Victor G. Seares, Jr., pursuant to the appointment letter dated 16 November 2022, signed by Pres. Ferdinand R. Marcos, Jr.

Further, that in view of the assumption of duty on November 21, 2022 of Administrator & CEO Sarmiento-Sanchez, she shall continue to perform her duties and responsibilities as Administrator & CEO until a successor shall have been appointed by the President

Finally, that Administrator & CEO Sarmiento-Sanchez shall be subject to the disciplinary powers of the Board in accordance with Republic Act No. 10149, otherwise known as the "GOCC Governance Act of 2011" and pertinent GCG Memorandum Circulars

- 2. Request for the Grant of General Authority for the Administrator & CEO of the National Tobacco Administration to Perform General Administration and/or Routine Functions, such as but not limited to the following:
 - a. Sign agency reports to other government agencies;
 - b. Sign verification and/or certification of non-forum shopping in all cases wherein the NTA is a litigant;
 - c. Sign contracts and agreements with any entity involving routine administrative, financial and operational matters;
 - d. Sign demand letters and communications of similar nature;
 - e. Sign application forms for all types of public utilities (water, electric, telephone, etc.);
 - f. Sign requests for documents and actions from other government agencies requiring board resolution and/or secretary's certificate, to include securing authority to print from the Bureau of Internal Revenue (BIR);
 - g. Sign all bank accounts of the agency for any amount, including but not limited to disbursement vouchers, checks, check advice and other bank forms;
 - h. Sign all documents / forms as may be necessary to implement the Availment of the We Access banking facility, and to authorize the following personnel: Milagros C. Tiu, OIC-Finance

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Department; Russel R. Rutab, Financial Analyst III; and Marjorie Ann P. Tabije, Cashier II, for this purpose;
i. Change signatory, from the former administrator / CEO, Robert Victor G. Seares, Jr., to the present administrator & CEO, Belinda Sarmiento Sanchez; and
j. Such other analogous cases.

Further, that the Administrator & CEO shall be permitted to delegate the aforesaid general administration and/or routine functions to any responsible NTA senior official/s thru a Special Power of Attorney (SPA) without need of further approval by the Board

3. Request for the Confirmation of Twelve (12) Promotional / Original Appointments to Vacant Plantilla Positions

B. Under the Committee on Audit and Finance

4. Request for Approval of the CY 2023 Audit Plan

Also, with the approval of the honorable Members of the Governing Board, may we also be allowed to include on Other Matters:

- 1. Legal Position on the Status of the Deputy Administrator Positions of the NTA, with Reference to the Letter from the Department of Agriculture Senior Undersecretary Domingo F. Panganiban; and
- 2. Request for Opinion on the Entitlement to Bonuses of the Board of Directors of NTA as Appointive Directors.

So, that would be all, your honors. Thank you, Mr. Chair.

MR. CHAIR: Okay. From the members of the Board, is there any question?

DIR. QUINTAL: On Other Matters, on item no. 2. For approval, I want to include grocery allowance in the other matters.

MR. CHAIR: In other matters. Is there any inclusion?

DIR. QUINTAL: I would like to move for the approval of the requests under the Committee on Nomination, Remuneration & Personnel Administration, Item Nos. 1 & 2.

DIR. TRONGCO: I respectfully second the approval of the said items.

MR. CHAIR: As it has been moved and seconded, Item Nos. 1 & 2 of the Agenda are APPROVED.

RESOLUTION NO. 019, S.2022

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT:

- 1. THE APPOINTMENT OF THE HON. BELINDA SARMIENTO SANCHEZ AS APPOINTIVE DIRECTOR AND MEMBER OF THE NTA GOVERNING BOARD, AND AS ADMINISTRATOR & CHIEF EXECUTIVE OFFICER (CEO) OF THE NATIONAL TOBACCO ADMINISTRATION (NTA) VICE ROBERT VICTOR G. SEARES, JR., PURSUANT TO THE APPOINTMENT LETTER***

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DATED 16 NOVEMBER 2022, SIGNED BY PRES. FERDINAND R. MARCOS, JR. IS HEREBY CONFIRMED BY THE BOARD;

2. THAT IN VIEW OF THE ASSUMPTION OF DUTY ON NOVEMBER 21, 2022 OF ADMINISTRATOR & CEO SARMIENTO-SANCHEZ, SHE SHALL CONTINUE TO PERFORM HER DUTIES AND RESPONSIBILITIES AS ADMINISTRATOR & CEO UNTIL A SUCCESSOR SHALL HAVE BEEN APPOINTED BY THE PRESIDENT; AND THAT ALL HER ACTIONS PERFORMED RELEVANT WITH THE DUTIES AND RESPONSIBILITIES OF THE ADMINISTRATOR & CEO AS HEAD OF THE AGENCY ARE HEREBY RATIFIED; AND
3. THAT ADMINISTRATOR & CEO SARMIENTO-SANCHEZ SHALL BE SUBJECT TO THE DISCIPLINARY POWERS OF THE BOARD IN ACCORDANCE WITH REPUBLIC ACT NO. 10149, OTHERWISE KNOWN AS THE "GOCC GOVERNANCE ACT OF 2011" AND PERTINENT GCG MEMORANDUM CIRCULARS.

UNANIMOUSLY APPROVED"

RESOLUTION NO. 020, S.2022

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE ADMINISTRATOR & CEO, HON. BELINDA SARMIENTO SANCHEZ, AS HEAD OF THE AGENCY, IS HEREBY GRANTED GENERAL AUTHORITY TO PERFORM GENERAL ADMINISTRATION AND/OR ROUTINE FUNCTIONS FOR THE NATIONAL TOBACCO ADMINISTRATION (NTA), SUCH AS BUT NOT LIMITED TO THE FOLLOWING:

- a. SIGN AGENCY REPORTS TO OTHER GOVERNMENT AGENCIES;
- b. SIGN VERIFICATION AND/OR CERTIFICATION OF NON-FORUM SHOPPING IN ALL CASES WHEREIN THE NTA IS A LITIGANT;
- c. SIGN CONTRACTS AND AGREEMENTS WITH ANY ENTITY INVOLVING ROUTINE ADMINISTRATIVE, FINANCIAL AND OPERATIONAL MATTERS;
- d. SIGN DEMAND LETTERS AND COMMUNICATIONS OF SIMILAR NATURE;
- e. SIGN APPLICATION FORMS FOR ALL TYPES OF PUBLIC UTILITIES (WATER, ELECTRIC, TELEPHONE, ETC.);
- f. SIGN REQUESTS FOR DOCUMENTS AND ACTIONS FROM OTHER GOVERNMENT AGENCIES REQUIRING BOARD RESOLUTION AND/OR SECRETARY'S CERTIFICATE, TO INCLUDE SECURING AUTHORITY TO PRINT FROM THE BUREAU OF INTERNAL REVENUE (BIR);
- g. SIGN ALL BANK ACCOUNTS OF THE AGENCY FOR ANY AMOUNT, INCLUDING BUT NOT LIMITED TO DISBURSEMENT VOUCHERS, CHECKS, CHECK ADVICE AND OTHER BANK FORMS; AND
- h. SIGN ALL DOCUMENTS / FORMS AS MAY BE NECESSARY TO IMPLEMENT THE AVAILMENT OF THE WE ACCESS BANKING FACILITY, AND TO AUTHORIZE THE FOLLOWING PERSONNEL: MS. MILAGROS C. TIU, OIC-FINANCE

1 DEPARTMENT; MS. RUSSEL K. RUTAB, FINANCIAL
2 ANALYST III; AND MS. MARJORIE ANN P. TABIJE, CASHIER
3 II, FOR THIS PURPOSE;

4
5 i. CHANGE SIGNATORY, FROM THE FORMER
6 ADMINISTRATOR / CEO, ROBERT VICTOR G. SEARES, JR.,
7 TO THE PRESENT ADMINISTRATOR & CEO, HON. BELINDA
8 SARMIENTO SANCHEZ; AND

9
10 k. SUCH OTHER ANALOGOUS CASES.

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12 BE IT RESOLVED, FURTHER, THAT THE
13 ADMINISTRATOR & CEO SHALL BE PERMITTED TO
14 DELEGATE THE AFORESAID GENERAL ADMINISTRATION
15 AND/OR ROUTINE FUNCTIONS TO ANY RESPONSIBLE NTA
16 SENIOR OFFICIAL/S THRU A SPECIAL POWER OF ATTORNEY
17 (SPA) WITHOUT NEED OF FURTHER APPROVAL BY THE
18 BOARD.

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20 UNANIMOUSLY APPROVED”

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23 For Item No. 3, the “Request for the Confirmation of
24 Twelve (12) Promotional / Original Appointments to
25 Vacant Plantilla Positions.”

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27 ADMIN. SANCHEZ: Good afternoon to the honorable Members of the Governing
28 Board. May I present to you the short-listed candidates for
29 vacant positions, for confirmation.

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31 First, we have the Internal Auditor V position. We have three
32 applicants for this position. One is Mr. Cambe, Resty, an
33 insider, and the two applicants are outsider. Mr. Cambe has
34 been in the service for eight years and his current position is
35 Accountant IV in the NTA-Central Office.

36
37 DIR. CASELA: I respectfully move for the approval of the promotional
38 appointment of Mr. Resty Cambe.

39
40 DIR. QUINTAL: I second the motion.

41
42 MR. CHAIR: Okay, APPROVED.

43
44 ADMIN. SANCHEZ: Thank you, Sir. Next is for the position of Supervising
45 Science Research Specialist, and there is only one applicant
46 for this position in the person of Mr. Olivenza, Cyrus
47 Raymond; five years in the service, and his last promotion is
48 year 2021.

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50 DIR. QUINTAL: I move for the confirmation of Mr. Olivenza, Cyrus Raymond.

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52 DIR. TRONGCO: I second the motion.

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54 MR. CHAIR: Confirmation is APPROVED.

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56 ADMIN. SANCHEZ: Thank you. For the position of Project Evaluation Officer III,
57 Corporate Planning Department, we have a lone applicant in
58 the person of Esteban, Claire Monnette, who is an insider.

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60 DIR. QUINTAL: I move for the confirmation of Ms. Esteban.

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62 DIR. TRONGCO: I second the motion.

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MR. CHAIR: This is APPROVED.

ADMIN. SANCHEZ: Thank you, Sir. Next is for the position of Internal Auditor III, in Operations Audit Division, with a Job Grade of 11. We have three applicants for this position, one is an insider, Ms. Catura, Rosalie, who is currently holding the position of Internal Auditor II, and who has been with us for twenty-nine years in service, and her last promotion is 2015. And the other two applicants are outsiders, Sir.

MR. CHAIR: There are three applicants?

ADMIN. SANCHEZ: Yes, Sir.

DIR. QUINTAL: I move for the confirmation of Rosalie Catura.

DIR. TRONGCO: I second the motion.

MR. CHAIR: As it has been moved and seconded, it is APPROVED.

ADMIN. SANCHEZ: Thank you, Sir. Okay, next is for the position of Internal Auditor III in the Management Audit Division. We have also three applicants for this position, one is an insider in the person of Rochelle De Peralta, seven years in the service, her last promotion is in January 2022, and the other two applicants are outsiders.

DIR. QUINTAL: I move for the approval of the confirmation of Rochelle De Peralta for the position of Internal Auditor III.

DIR. TRONGCO: I second the motion.

MR. CHAIR: Okay, this is APPROVED.

ADMIN. SANCHEZ: Next is for Agriculturist II, with Job Grade 10, for Abra Branch Office. Also, we have three applicants for this position, two are insider in the persons of Bersalona, Carmencita, and Quibilan, Natividad, and the other one is an outsider, Sir. Yung ranked No. 2 po natin ay aged sixty-one years old and retireable, and in the service for thirty-two years, as TPRO I without any promotion since 2007; while the no. 1 is aged fifty-six years old and latest promotion is in 2018, while the No. 2 is 2007 pa.

DIR. QUINTAL: I move for the approval of the promotion of Natividad Quibilan.

DIR. TRONGCO: I second the motion.

ADMIN. SANCHEZ: Thank you, Sir.

ATTY. PARADO: Good afternoon to all. With all due respect to the honorable Members of the Board, may I manifest also that in the conduct of interview and selection of our applicants in the different plantilla positions, we also considered the personal assessment made by the Manager of the different branches. Like for Abra Branch, it was Ms. Alona, the present OIC Manager of Abra. We considered the work attitude of the

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applicants, and we took note of information given as to accomplishment of tasks. It would appear that it was the No. 2 applicant in the name of Natividad Quibilan who is more productive, and we also considered the years of service, the actual performance of the applicants, and the assessment and recommendation of the Department Manager of Abra Branch Office. That is why the recommendation is for the appointment of Ms. Natividad Quibilan. That would be all your honors.

DIR. QUINTAL: The promotion of Ms. Natividad was last 2007 versus yung applicant no. 1 is last 2018, so it's time siguro na she deserves promotion. I, therefore, move for the confirmation of Ms. Natividad Quibilan.

DIR. TRONGCO: I second the motion.

MR. CHAIR: As it has been moved and seconded, it is APPROVED.

ADMIN. SANCHEZ:Next, we have here also Internal Auditor I, Operations Audit Division. We have four applicants; one is an insider, and the three are outsiders. No. 1. Balabbo, Mark Anthony; 2. Vidal, Kriscia Mae, and the two are outsiders. Balabbo is with the highest score because of his educational attainment, kasi nagma-masteral na kasi siya. That's why mas mataas yung rating niya, while our insider, Ms. Vidal, is a BS degree holder, but the position does not require a Masteral degree. So, if we deduct the points of Balabbo from his Masteral, our No. 1 in rank is Ms. Vidal.

DIR. QUINTAL: I move for the approval of appointment of Ms. Vidal to the said position.

DIR. TRONGCO: I second the motion.

MR. CHAIR: Okay, this is APPROVED.

ADMIN. SANCHEZ:Next, we have here also Internal Auditor I, Management Audit Division. We have three applicants for this position; one is an insider in the person of Ms. Marissa Alvero, and the two are outsider.

DIR. QUINTAL: I move for the approval of appointment of Ms. Marissa Alvero to the said position.

DIR. TRONGCO: I second the motion.

MR. CHAIR: As it has been moved and seconded, it is APPROVED.

ADMIN. SANCHEZ:Now, let's go to the TPRO I for the Candon Branch Office. We have only one applicant for this position in the name of Dosono, Karlyn, who is also a Job Order, Admin. Aide.

DIR. CASELA: In that case, there is only one applicant, I move for the approval of the said appointment.

DIR. QUINTAL: I second the motion.

MR. CHAIR: This is APPROVED.

1 **ADMIN. SANCHEZ:** Thank you, Sir. Next, is for the position of Secretary I, under
2 the Finance Department. We have two applicants for this
3 position. Job Order natin silang dalawa. No. 1 is Cavinta,
4 Layca Mae, and No. 2 is Cabotage, Gina. Ms. Cavinta has a
5 total average of 91.06 while Ms. Cabotage has 90.31.
6
7 **DIR. QUINTAL:** I move for the confirmation of No. 1.
8
9 **DIR. CASELA:** Call to Order. In terms of total average, Cavinta is 91.06 and
10 Cabotage is 90.31. Am I right? At this moment, we rather go
11 for the decision of the Manager of the Finance Department
12 here.
13
14 **MS. TIU:** Good afternoon to the Members of the Board. I am going to
15 move for Ms. Cabotage.
16
17 **MR. CHAIR:** We have heard the decision of the Manager of the Finance
18 Department, for which she proposed for Ms. Cabotage for
19 the position of Secretary of Finance Department. So, we go
20 for Ms. Cabotage for the Secretary I of the Finance
21 Department. This is APPROVED.
22
23 **ADMIN. SANCHEZ:** Next, we have the Driver position for Vigan Branch, and we
24 have five applicants. Two are insiders, No. 1. Silario, Mark
25 Louie, with an average of 91.56, and No. 2. Dy, Geoffrey with
26 90.82. Nos. 3,4,5 are outsiders.
27
28 **MR. CHAIR:** Any nominees from the Members of the Board?
29
30 **DIR. QUINTAL:** For the respect for the rank, I nominate Mark Louie for the
31 position.
32
33 **MR. CHAIR:** Mark Louie is nominated for the said position.
34
35 **DIR. TRONGCO:** I second the motion.
36
37 **MR. CHAIR:** Okay, this is APPROVED.
38
39
40 **MS. ARROJO:** And the last is our Audio-Visual Aids Technician II. Mr. Chair
41 I would like to manifest that this position of Audio-Visual Aids
42 Technician II has been already confirmed for Mr. Jayson
43 Gannaban last November. It just happened that in the
44 prepared appointment paper, nawala po yung word na
45 "AIDS", so we have to repost this position. He is also our
46 technician in this item. May I request for the confirmation of
47 all the names.
48
49 **DIR. CASELA:** Before we do that, kindly announce the Summary in the said
50 Agenda.
51
52 **MS. ARROJO:** Okay, Sir.
53 For the position of Internal Auditor V - Resty Cambe
54 Supervising Science Research Specialist - Cyrus Raymond Olivenza
55 Project Evaluation Officer III - Claire Monnette Esteban
56 Internal Auditor III, Operations Audit Division – Rosalie Catura
57 Internal Auditor III, Management Audit Division – Rochelle De Peralta
58 Agriculturist II, Abra Branch – Natividad Quibilan
59 Internal Auditor I, Operations Audit Division – Kriscia Mae Vidal
60 Internal Auditor I, Management Audit Division – Marissa Alvero
61 TPRO I, Candon Branch – Karlyn Dosono

Secretary I, Finance Department – Gina Cabotage
 Driver II, Vigan Branch – Mark Louie Silario
 Audio Visual Aids Technician II – Jayson Gannaban
 That's all, Sir.

DIR. QUINTAL: I move for the approval of the confirmation of promotional/original appointments to vacant plantilla positions of the said appointees.

DIR. TRONGCO: I second the motion.

MR. CHAIR: Okay, this is APPROVED.

RESOLUTION NO. 021, S.2022

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE CONFIRMATION OF TWELVE (12) PROMOTIONAL/ORIGINAL APPOINTMENTS TO VACANT PLANTILLA POSITIONS, TO WIT:

NAME OF HIGHEST-RANKING APPLICANT/S	POSITION	JOB GRADE	DEPARTMENT/ BRANCH OFFICE
1. Resty C. Cambe	Internal Auditor V	12	Internal Audit Department
2. Cyrus Raymond B. Olivenza	Supervising Science Research Specialist	12	Industrial Research Department
3. Claire Monnette P. Esteban	Project Evaluation Officer III	11	Corporate Planning Department
4. Rosalie P. Catura	Internal Auditor III	11	Internal Audit Department
5. Rochelle C. De Peralta	Internal Auditor III	11	Internal Audit Department
6. Natividad B. Quibilan	Agriculturist II	10	Abra Branch Office
7. Kriscia Mae M. Vidal	Internal Auditor I	8	Internal Audit Department
8. Marissa J. Alvero	Internal Auditor I	8	Internal Audit Department
9. Karlyn E. Dosono	Tobacco Production and Regulation Officer I	8	Candon Branch Office
10. Jayson I. Gannaban	Audio Visual Aids Technician	6	Administrative Department
11. Gina C. Cabotage	Secretary I	5	Finance Department
12. Mark Louie I. Silario	Driver II	5	Vigan Branch Office

UNANIMOUSLY APPROVED”

MR. CHAIR: May I request for Mr. Reynaldo Aquino to report for the last Item.

MR. AQUINO: Good afternoon po, to the honorable Members of the Board. May I present and report to you the CY-2023 Audit Plan. IAD estimated a total of Php857,500.00, which includes all the expenses for the supplies and materials for our personnel. The budget for next year is 14% higher than this year, which is Php749,100.00. Thank you, Sir.

MR. CHAIR: Any comments from the Members of the Board?

DIR. CASELA: I move for the approval of the request for the CY-2023 Audit Plan.

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DIR. QUINTAL: I second the motion.

MR. CHAIR: It has been moved and seconded, this is APPROVED.

RESOLUTION NO. 022, S.2022

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE REQUEST FOR APPROVAL OF THE CY 2023 AUDIT PLAN IS GRANTED.

UNANIMOUSLY APPROVED”

MR. CHAIR: Now, we go to the Other Matters. May we call on our Resource Person, Atty. Ambros.

ATTY. AMBROS: Good afternoon to the honorable Members of the Board. I was informed earlier this afternoon that the NTA received another Memorandum from the Office of the Senior Undersecretary of the DA, the honorable Domingo F. Panganiban. So, in essence, your honor, USec. Panganiban was reading the previous Memo of USec. Leo Sebastian that continues the service of our Deputy Administrator for Support Services, Mr. Benedicto Savellano. In that Memorandum, your honor, it was pointed out by Atty. Crubalde, Director of the Legal Services of the DA, that he cannot be separated from the service as of June 30, 2022 and there’s no legal basis for the NTA to designate an officer in-charge for the position of the Deputy Administrator for Support Services, and that the Deputy Administrator for Support Services position of the NTA has been reclassified by the GCG as a permanent position. However, it was further claimed that the said position is a non-CES position. So, medyo nagkakaroon po ng contradictory ‘yong Opinion from the Legal Service of the Department of Agriculture.

On the part of NTA, your honor, in my personal opinion, although there is already a directive from the office of Senior USec. Panganiban for Mr. Savellano to continue his service as the Deputy Administrator for Support Services; however, we should take into consideration the liability later on of our approving officers, for the service he has rendered while this matter was being restudied by the DA, particularly on the back payment of salaries from August 8 when Mr. Savellano resumed office. Nagre-report na kasi siya ‘nong time pa ni USec. Sebastian. Nag-memo sa NTA. So, nagreport na siya. Noong August 4 kasi ‘yung date ng Memo ni USec. Sebastian. August 8 nagre-report siya sa office and from there on araw araw siyang pumapasok. Hindi daw dapat na-separate sa serbisyo si Mr. Savellano Base doon sa Legal Service ng DA.

So, for me, your honor, I would like to further refer this matter to the higher authority. Anyway, sirs, for the information of the Members of the Board, we have a pending request to the Office of the Executive Secretary, on the 1st memorandum of USec. Leo whether or not Mr. Savellano can continue with his service as Deputy Administrator for Support Services. Until now po kasi wala pang reply from the Executive Secretary and that is one reason for the NTA to differ the action to this Memorandum. Baka kasi, sirs, magkaroon ng

1 parang another opinion from the Executive Secretary which
2 is not in accordance with the Legal Opinion of the NTA. Baka
3 'yung mga approving officers ay makapag-release na ng
4 claims in favor for Mr. Savellano.
5

6 **DIR. CASELA:** Since there is a pending request for inquiry, it is prudent for
7 us to wait for its resolution. I, therefore, move to wait for the
8 resolution of NTA's request for Legal Opinion from the
9 Executive Secretary, as reported by Atty. Ambros.
10

11 **DIR. QUINTAL:** I second the motion.
12

13 **MR. CHAIR:** Okay, this is APPROVED.
14
15 Other Matters. The **"Request for Entitlement to Bonuses**
16 **of the Directors of the NTA as Appointive Directors."**
17

18 **DIR. TRONGCO:** Just saw the post of Atty. Parado.
19

20 **ATTY. PARADO:** Yung sa ASD-HRMO website natin, Sir. Lyon pong mga
21 Guidelines / Qualifications. Yung issue is the interpretation
22 ng "appointive" po, 'yong nasa provision.
23

24 **MS. TIU:** Good afternoon to the honorable Members of the NTA
25 Governing Board, and to our Senior Executive Assistant,
26 Mayor Ben Sarmiento. With regard to the request of the
27 Board for the entitlement of year-end bonus for the Members
28 of the Governing Board, I will discuss E.O No. 24 series of
29 2011, on the subject, "Request of the Appointive Directors
30 for the Year-end Bonus and Cash Gift."
31
32 Our financial statement as of October ay kokonti na talaga,
33 pero tignan po natin kung may possible na pagkukunang iba,
34 mukhang pwede. Basta meron, Sir.
35

36 **MR. CHAIR:** Okay. There is no more Matters to discuss.
37

38 **DR. CASELA:** Mr. Chairman, if we can come up with a Referendum
39 Resolution.
40

41 **ATTY. PARADO:** Mr. Chair, Sir, that's why we are requesting the Members of
42 the Honorable Board for the issuance of a Referendum
43 Resolution so that all matters discussed and approved today
44 will be submitted for the consideration of the alternate
45 Chairman of the Honorable Board, USec. Panganiban. We
46 will be preparing the Highlights of the Meeting, to be signed
47 by the Members of the Board.
48

49 **V. ADJOURNMENT**
50
51

52 **MR. CHAIR:** Any other question? If none, can anyone move for the
53 adjournment.
54

55 **DIR. TRONGCO:** Mr. Chair, I move for the adjournment of this meeting.
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57 **DIR. QUINTAL:** I second the motion.
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59 **MR. CHAIR:** Okay, as it's been moved and seconded, the Meeting is
60 ADJOURNED.

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Thank you.

Note: The Meeting was adjourned at exactly 4:45 PM.

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary
NTA Governing Board

ATTESTED:

Hon. BELINDA S. SANCHEZ
Administrator/CEO and Vice-Chairman,
NTA Governing Board

Hon. NESTOR C. CASELA
Appointive Director, Academic Community Sector

Hon. WILFREDO C. MARTINEZ
Appointive Director, Tobacco Farmers Sector

Hon. TEOFILO R. QUINTAL
Appointive Director, Tobacco Farmers Sector

Hon. JESSE PAT M. SERNA
Appointive Director, Tobacco Traders/Exporters Sector

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



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
NATIONAL TOBACCO ADMINISTRATION

3rd & 4th Floor, Ben-Lor Building, 1184 Quezon Ave., Quezon City
No. (02) 8374-3987 / Fax. No. (02) 8374-2505 / website: nta.da.gov.ph
ISO 9001: 2015 QMS CERTIFIED

OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND ELEVENTH (111TH) SPECIAL MEETING OF THE
NTA BOARD OF DIRECTORS, HELD AT THE DA-OSEC CONFERENCE ROOM,
ELLIPTICAL ROAD, QUEZON CITY
27 OCTOBER 2022 (3:00PM)

PRESENT:

DA Senior USec. DOMINGO F. PANGANIBAN	-	Alternate Chairman & Presiding Officer
Adm. ROBERT VICTOR G. SEARES, JR.	-	Vice-Chairman of the Board & Administrator/CEO
Dir. JESSIE PAT M. SERNA	-	Member, Manufacturing Sector
Dir. NESTOR C. CASELA	-	Member, Academic Community
Dir. WILFREDO C. MARTINEZ	-	Member, Tobacco Farmers Sector
Dir. TEOFILO R. QUINTAL	-	Member, Tobacco Farmers Sector
Dir. DANILO C. TRONGCO	-	Member, Tobacco Farmers Sector
Dir. WILSON R. VICTORIO	-	Member, Trader/Exporter Sector

OTHERS PRESENT:

Dr. GIOVANNI B. PALABAY	-	OIC/Deputy Admin. for Operations
Ms. MA. TERESA B. LAUDENCIA	-	OIC/Deputy Admin., Support Services
Ms. FORTUNA C. BENOSA	-	Manager, Cor. Planning Department
Atty. ROHBERT A. AMBROS	-	Manager, Regulations Department
Ms. DINAH E. PICHAY	-	Manager, Internal Audit Department
Ms. MYRNA O. LOZANO	-	Manager, Industrial Research Dept.
Engr. RANDY I. ABELLA	-	OIC, Farm Tech. & Services Dept.
Mr. REYNALDO R. AQUINO	-	Chief, Budget and Cash Mgmt. Division
Mr. EMMANUEL N. VALERA	-	Administrative Assistant II (Clerk IV)
Atty. JUN FRED V. PARADO	-	Legal Officer V, Office of the Admin. & Acting Board Secretary V

HIGHLIGHTS OF THE MEETING

I. CALL TO ORDER

The Honorable DA Senior Undersecretary, as Presiding Officer, called the meeting to order at 3:02 PM.

USec. Panganiban: Good afternoon. Welcome everyone. This meeting is now being called to Order. May I call on the Board Secretary for the Opening Prayer.

II. OPENING PRAYER

Atty. Jun Fred V. Parado, Legal Officer V, Office of the Administrator / acting Human Resource Management Officer V, Administrative Department, and acting Board Secretary V, NTA Governing Board, led the Opening Prayer.

III. DETERMINATION OF QUORUM

1 **Usec. Panganiban:** Okay, let's proceed to the item on Determination of Quorum. Mr.
2 Board Secretary?

3
4 **Atty. Parado:** Yes, Mr. Chair.

5
6 For the 111th Special Meeting of the NTA Governing Board, held at the DA-OSEC Conference
7 Room, we have with us today: Of course, the honorable DA Senior Undersecretary, Domingo
8 F. Panganiban, as our Alternate Chairman; the honorable Administrator, Robert Victor G.
9 Seares, Jr. as our Vice-Chairman; Dir. Jessie Pat M. Serna, Member for the Manufacturing
10 Sector; Dir. Nestor C. Casela, Member for the Academic Community; Dir. Wilfredo C. Martinez,
11 Member for the Tobacco Farmers Sector; Dir. Teofilo R. Quintal, Member for the Tobacco
12 Farmers Sector; and Dir. Danilo C. Trongco, Member for the Tobacco Farmers Sector. We will
13 be joined in a minute by Dir. Wilson R. Victorio, Member for the Traders and Exporters Sector,
14 thru virtual or online platform.

15
16 As such, we have a Quorum, Mr. Chair.

17
18 **Usec. Panganiban:** Okay. There being a quorum, the Meeting is called to Order.

19
20 Next: Approval of the Agenda of the 111th Special Meeting of the NTA Governing
21 Board.

22
23 **IV. APPROVAL OF THE AGENDA OF THE 111TH SPECIAL MEETING OF THE**
24 **NTA GOVERNING BOARD, HELD ON 27 OCTOBER 2022, AT THE DA-OSEC**
25 **CONFERENCE ROOM, ELLIPTICAL ROAD, DILIMAN, QUEZON CITY**

26
27 **Dir. Quintal:** I move for the approval of the Agenda of the 111th Special Meeting of the
28 NTA Governing Board, as hereby stated.

29
30 **Dir. Casela:** I second the Motion.

31
32 **Usec. Panganiban:** The Motion has been seconded. Item No. IV of the Agenda is
33 hereby approved. Next...

34
35 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**

36
37 **A. MINUTES OF THE 156TH REGULAR MEETING OF THE NTA GOVERNING**
38 **BOARD, HELD ON 22 SEPTEMBER 2022, AT 3:00 P.M., AT THE DA-OSEC**
39 **CONFERENCE ROOM, ELLIPTICAL ROAD, DILIMAN, QUEZON CITY**

40
41 **Admin. Seares, Jr.:** Mr. Chair, I move for the approval of the Minutes of the 156th
42 Regular Meeting of the NTA Governing Board, held on 22
43 September 2022, at 3:00PM at the DA-OSEC Conference Room,
44 Elliptical Road, Diliman, Quezon City.

45
46 **Dir. Serna:** I second the Motion.

47
48 **Usec. Panganiban:** The second to the Motion is okayed. As it is now approved, we
49 shall now be going to the Matters Arising from the Minutes of the
50 Previous Meeting.

51
52 **B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS:**

53
54 **Admin. Seares, Jr.:** Mr. Chair, the Matters Arising from the Minutes of the Previous
55 Meeting, are as follows:

- 56
57 1. The Report of Status / Update on the coordination with the Bureau of Plant
58 and Industry (BPI) for approval of NTA's request for the delisting of tobacco
59 seeds from the NTA import / export commodity clearance requirements.

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61 We would like to present to you Engr. Alex Borje from the Regulation
62 Department to discuss this matter.

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USec. Panganiban: Mr. Borje, okay go ahead.

Engr. Borje: Okay sir, thank you sir. Our Senior USec. Domingo Panganiban; our Hon. Administrator/CEO and Vice-Chairman, sir Robert Victor G. Seares, Jr.; all members of the NTA Board of Directors; our Deputy Administrators for Operations and Support Services; my dear Department heads and Managers; my colleagues, good afternoon po. I am glad to report to you the feedback that I gathered from the office of sir Gerald Glen Panganiban, about the status of the NTA letter to the Bureau of Plant and Industry for the delisting of tobacco seeds from the NTA import commodity requirements. Well, I'm glad to report to you sir that on October 24, 2022 I called up the office of Dir. Glen Panganiban and a certain Mr. Paul Alcantara, Executive Staff of Dir. Panganiban replied that they are preparing the reply letter to send to NTA within the week or next week, next month. However, Mr. Alcantara also informed us that the Bureau of Plant and Industry is favorable considering the request of NTA to retain its membership to the sub-technical working group for tobacco seed in the National Seed Industry Council. So, that's all that I've gathered from Mr. Alcantara sir. Thank you po.

USec. Panganiban: Okay. Is that an automatic approval or disapproval?

Engr. Borje: Well, per conversation with Mr. Alcantara, they are favorably considering our position, sir, that we will be still considered as Member of the technical working group of this National Seed Industry Council. And then the official letter of this request shall be sent to the NTA by next week or next, next week of the following month, sir.

USec. Panganiban: That will be about November 5. Will it be available for the Administrator to agree?

Engr. Borje: I don't think so, sir, that they can provide as with it on November 5. They did not specify a specific date, sir, but they just told me that if not this week, first week of November, sir.

USec. Panganiban: This is quite important to you Administrator, so let's not wait for two weeks. You should take this immediately to Dir. Glen Panganiban.

Engr. Borje: I will follow it up immediately, sir.

USec. Panganiban: Follow it up tomorrow and tell them that I need this approval for the Administrator to operate the National Tobacco Administration activities in the field. Okay?

Engr. Borje: Yes, sir. I will.

USec. Panganiban: Let's not take any second in trying to convince our partners, our colleagues in the Department of Agriculture to agree to this proposal, because it's a must mandate for the NTA Board. Imagine the amount of money that is being given to the provinces where you have thrown it. This is quite a big sum of money and if you will wait for two weeks for an approval letter there will be...let's say, hindi necessity for you. Okay?

Engr. Borje: Thank you again, sir.

Admin. Seares, Jr.: Sir, No. 2 is the Status Report / Update on the release to tobacco farmers of the quick response fund (QRF) from the DA / Regional Field Office I, and the downloading of funds from RFO-I to NTA,

1 per instruction of DA Senior Undersecretary, Domingo F.
2 Panganiban. Our Resource Person is our Deputy Administrator for
3 Operations, Dr. Giovanni B. Palabay.
4

5 **USec. Panganiban:** Go ahead...

6
7 **DAOP Palabay:** Thank you, sir, for the immediate downloading of our QRF, sir,
8 amounting to PhP50,126,100.00. We received it, and already
9 downloaded from DA Region I to our bank account in Quezon
10 City, and we have already purchased request for the bidding of
11 material inputs and 750 beef cattle and it will be opened for
12 bidding tomorrow, sir.
13

14 **USec. Panganiban:** Tomorrow, Friday?

15
16 **DAOP Palabay:** Yes, sir. For the material inputs 2462, 46-0-0, and 16-20-0 and
17 3693 bio-stimulants, and 750 heads of beef cattle. These are all
18 bided and will be opened tomorrow, sir. Opening of bids will be
19 conducted tomorrow, sir.
20

21 **USec. Panganiban:** The money is in your possession now?

22
23 **DAOP Palabay:** Yes, sir.

24
25 **USec. Panganiban:** Also, you're spending it already, because you're bidding
26 tomorrow.
27

28 **DAOP Palabay:** Yes, sir.,
29

30 **USec. Panganiban:** Okay, no more problem. So, this Item No. 2 is approved.

31
32 **DAOP Palabay:** Thank you, sir.
33

34 **USec. Panganiban:** Okay. Item No. 3.

35
36 **Admin. Seares, Jr.:** Mr. Chair, Item No. 3 is "Updates of Other Ongoing Public Procurement
37 Activities."
38

39 **USec. Panganiban:** Okay. Next agenda.
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42 **C. REQUEST FOR APPROVAL OF THE IMPLEMENTING GUIDELINES OF THE**
43 **FOLLOWING NTA PROJECTS / PROGRAMS: (1) TOBACCO CONTRACT**
44 **GROWING SYSTEM (TCGS); (2) IMPROVED TOBACCO SEEDLING**
45 **PRODUCTION PROGRAM (ITSP); (3) FARM MECHANIZATION PROJECT**
46 **(FMP); (4) PURCHASE AND DELIVERY OF "BEEMA BAMBOO"**
47 **PROPAGULES; and (5) GULAYAN AT MANUKAN SA BARANGAY (GMB)**
48

49 **Admin. Seares, Jr.:** Agenda Letter "C" is the Approval of the Implementing Guidelines of the
50 following NTA Projects / Programs:
51

- 52 D. Tobacco Contract Growing System (TCGS)
- 53 E. Improved Tobacco Seedling Production (ITSP)
- 54 F. Farm Mechanization Project (FMP)
- 55 G. Purchase and Delivery of "beema bamboo" propagules
- 56 H. Gulayan at Manukan sa Barangay (GMB)"
57

58 **USec. Panganiban:** What is "beema bamboo" propagules?
59

60 **Dir. Casela:** "Beema bamboo", in terms of bio-mass that will be needed in our
61 curing barn, is a variety high in bio-mass. Other than that, it's a
62 fast-growing variety of bamboo wherein the stem can be used for

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strengthening the various hanging stick for the tobacco and used as stab tools, and used for starting fire in the curing barns.

Dir. Trongco: In 3 years sir, harvestable na...

USec. Panganiban: What about the bamboo? Will it stay in the field? Hindi ba makocover the plantation of tobacco?

Dir. Casela: The projected area for the "beema bamboo" to be planted will be along river banks.

USec. Panganiban: Ah I see, okay. Akala ko sa mismong field eh. Who will present this?

Admin. Seares, Jr.: The same sir, our DAOP.

DAOP Palabay: May I request, sir, our FTSD Manager, Engr. Randy (Abella) to give us a bird's eye view of the Implementing Guidelines for this "beema bamboo." Engr. Randy, go ahead...

USec. Panganiban: Let's start with No. 1 before we go to "beema bamboo."

Admin. Seares, Jr.: Engineer, let's start with No.1 po.

Engr. Abella: Yes po. The Implementing Guidelines of the Tobacco Contract Growing System (TCGS) has been reviewed and endorsed by the Committee, and all necessary amendments had been included in the proposal; and subject for final review na po 'yong TCGS guidelines sa ngayon. Ang mga proposed inclusions on policies na gustong i-implement ay naka-include na sa final copy ng TCGS. So, under Tobacco Seedling Production ay same lang po sa TCGS po na finalized na po yong Implementing Guidelines and all necessary amendments, insertion, policies na gustong ma-implement ay nakalagay na po sa final copy ng Implementing Guidelines po sa ITSP. For the Farm Mechanization Project (FMP), eto 'yong ire-report ko ngayon. Since nag start na po tayo for the procurement nasa pre-biding na po ata tayo. Nakikita nyo po ba yung slide?

(Power Point Presented)

USec. Panganiban: Nakikita namin...

Engr. Abella: Project funding po natin ay initially na-program na, shall be funded from RA4155 or the Tobacco Fund. Nature of assistance po, is that the package of assistance shall be in the form of loan and to be provided to the beneficiaries as farm machineries and with complete accessories, such as tractors with complete accessories like rotovator, disc plow, dis charrow, trailer and the tobacco transplanter, power tiller, communal solar power irrigation, small system irrigation facilities, like water pumps, shallow tube well, ring well and others. The maximum loanable amount and loan term of the total package should be based on the actual cost of the farm machineries and accessories and equipment. Of course, it shall be validated by the provincial branch management team. The loan base interest rate is of 2% per annum and the time at service fee is 1% and payable in 7 years. A 40% subsidy entitlement shall be deducted outright from the total amount, again, by the organization or the cooperative. Eto po 'yong types ng farm mechanization and assistance cost.

1 The qualification requirements of the assistance must be an
2 RSBSA (Registry System of Basic Sector in Agriculture)
3 registered and a tobacco-based association/cooperative or block
4 farm must be organized, active for at least 2 years and have a
5 good standing.
6
7 **USec. Panganiban:** What is RSBSA?
8
9 **Admin. Seares, Jr.:** RSBSA is Registry System for Basic Sector in Agriculture.
10
11 **USec. Panganiban:** Ano, sa DA yan?
12
13 **Admin. Seares, Jr.:** Registration po ng list ng lahat ng farmers
14 natin sa tobacco, fisherfolks and ...
15
16 **USec. Panganiban:** Sa lahat?
17
18 **Admin. Seares, Jr.:** Yes, sir.
19
20 **USec. Panganiban:** First time to hear this.
21
22 **Admin. Seares, Jr.:** Data po natin yan, sir. Sa DA...
23
24 **Dir. Caela:** RSBSA was conceptualized and implemented by the DA for the
25 basic list of registering the farmers and fisherfolks with the
26 intention of giving assistance coming from the DA. This qualifies
27 farmers and fisherfolks to be provided with assistance, sir. So, that
28 applies to all agencies under DA and, therefore, this is a complete
29 list of farmers and fisherfolks and that of the basic data for the DA
30 in the provision of assistance specially during calamities. Thank
31 you.
32
33 **USec. Panganiban:** I've never seen this in rice, and corn. This is the first time I heard
34 about this RSBSA. They are not mentioning it. Is this just for NTA
35 because they are not mentioning it?
36
37 **Admin. Seares, Jr.:** No sir. We use that sir. Yan 'yong basis namin sir, pag tinatanong
38 kami kung registered ba 'yong farmer sir sa RSBSA. Right now,
39 sir we have almost 80% of our tobacco farmers registered sa
40 RSBSA sir.
41
42 **USec. Panganiban:** In any way, at least just let me know about it. I will be checking it
43 in another program. Okay.
44
45 **Engr. Abella:** Under "Priority of Farmer Beneficiaries." Priority No. 1:
46 Association, Cooperative and Block Farm. At least 75 members
47 and tilling a total area of 50 hectares and above planted by
48 tobacco. Second priority: Associations, Cooperatives and Block
49 Farms that have already received assistance, but still in need of
50 additional farm machineries due to increasing number and area;
51 and, 3rd: Association, Cooperative and Block Farm with less than
52 35 members and tobacco areas fewer than 50 hectares. Ito po
53 'yong requirements: 2 copies of Application form, Farm plan
54 budget, Promissory note, Consolidated FPB, Certificate of
55 registration, Resolution signed by the Chairman/Manager to
56 transact business with the NTA and accomplish MOA, Certificate
57 of training on tractor operation and maintenance in engine
58 troubleshooting. As to Management of using assistance, of
59 course, the assistance shall be exclusively used by the
60 Association, Cooperative and Block Farm and catered to the
61 needs of their members for assistance. Thank you po.
62

1 **USec. Panganiban:** Okay. Next...

2
3 **D. REQUEST FOR APPROVAL OF THE CONDUCT OF ANNUAL SEMINAR**
4 **WORKSHOP ON ENHANCING EXTENSIONIST'S CAPABILITY (ASWEEC),**
5 **W/ A BUDGET OF Php1,691,696.47 (TO INCLUDE SUSTAINABLE TOBACCO**
6 **PROGRAM & AGRICULTURAL LABOR PRACTICES)**
7

8 **Admin. Seares, Jr.:** Next po, sir, is the Request for Approval of the Conduct of Annual
9 Seminar / Workshop on Enhancing Extensionist's Capability or
10 ASWEEC, with a budget of Php1,691,696.47
11

12 **USec. Panganiban:** Who will present that?
13

14 **Admin. Seares, Jr.:** Our DAOP po, Sir Vanni.
15

16 **Dir. Casela:** May I, sir.
17

18 **USec. Panganiban:** Yes.
19

20 **Dir. Casela:** On the proposed implementation of the annual seminar workshop
21 for enhancing extensionist's capabilities and competencies
22 especially our technicians, we have to do this because we have
23 new majority onboard workers, therefore, it's just appropriate for
24 them to know all about the concept of their duties and
25 responsibilities including the knowledge about the agency and, in
26 so doing this project will be implemented this coming 3rd week of
27 November. Unfortunately, this project will be participated by the
28 regular field workers because the limited factor here in the
29 inclusion of all the field personnel is the limited funds for this. But
30 to solve that issue and concern is, after this training, the provincial
31 offices will conduct a re-echo for the employees that were not
32 included to this seminar, sir. Also, we believe that with the
33 implementation of this program, we will be increasing the
34 knowledge of our technicians that they can properly function
35 especially in the provision of assistance to our farmers. And, it is a
36 plan that to make this program workable or more functional is that
37 there was suggestion to come up with the recognition of
38 performance field personnel by coming up with incentives to
39 further motivate them to work harder. Thank you, sir.
40

41 **USec. Panganiban:** This program is necessary every year, because due to changing
42 times in terms of technology and scientific evaluation, whatever
43 project should be properly studied. And this approach is in the
44 right direction. Okay. Approved!
45

46 **Admin. Seares, Jr.:** I move for the approval of the request for the conduct of annual
47 seminar workshop on enhancing extensionist's capability or
48 ASWEEC, with a budget of Php1,972,863.30.
49

50 **Dir. Trongco:** I second the motion.
51

52 **USec. Panganiban:** It's been seconded and approved. Next...
53

54 **E. REQUEST FOR APPROVAL OF THE LEASE CONTRACT OF THE FARMERS**
55 **TRAINING CENTER COMMERCIAL STALLS (CAGAYAN BRANCH OFFICE)**
56

57 **Admin. Seares, Jr.:** Letter "E" is the Request for Approval of the Lease Contract of the
58 Farmers Training Center Commercial Stalls of the Cagayan
59 Branch Office. And, I would like to ask our Board Sec. to discuss
60 this.
61

1 **Atty. Parado:** With the permission of the honorable Chairman, during the
2 Committee Meeting earlier, the OIC-Manager of NTA Cagayan
3 presented this item in our Agenda and it has been duly moved and
4 seconded during the presentation for the approval of the Lease
5 Contract of the Farmers Training Center Commercial Stalls in
6 Cagayan Branch Office, considering that the purpose of this is
7 noble and it will redound to the best interest of our agency, the
8 NTA.

9
10 **USec. Panganiban:** Now, I have a question. Why do you have to request for the
11 approval of the lease contract of the Farmers Training Center? Is
12 this a private organization? Or this is owned by you?

13
14 **Admin. Seares, Jr.:** Owned by us, sir.

15
16 **Atty. Parado:** Sir, for the approval lang po of the Contract Agreement. Parang
17 pina-review lang po ng Branch Office, so we need the approval.

18
19 **USec. Panganiban:** No. that's internal. This is internal operation that you do. So, why
20 do you have to seek the approval of the Board?

21
22 **Admin. Seares, Jr.:** It's been the practice, sir. Actually sir, it was approved earlier
23 during our Committee Meeting.

24
25 **Dir. Casela:** Sir, with an undertaking like this, and it's just major. Let's say, we
26 need a Resolution coming from the Board because it partakes of
27 an agreement with another party. So, there should be a
28 Resolution authorizing the honorable Administrator to enter into
29 such agreement.

30
31 **USec. Panganiban:** But I presume that this is an administrative work, and it's not a
32 Board work because this is yours. Why do you need to confirm an
33 agreement?

34
35 **Admin. Seares, Jr.:** Nakasanayan na din kasi, sir.

36
37 **USec. Panganiban:** There's no precedent in this. Dapat sa inyo na yan, hindi na dapat
38 aprubahan ng Board. The Board only approves those policies and
39 implementations that need review. But this is not being under
40 review, this is just a contract that you will sign with the National
41 Tobacco Administration and nothing more. So, that is yours, not
42 us anymore.

43
44 **Admin. Seares, Jr.:** The simpler, the better, sir.

45
46 **USec. Panganiban:** Yes. We will just be reviewing what has to be reviewed in terms of
47 what policies and directives you have to do. Not this signing of
48 MOA. This is your work. This is an administrative function. Next
49 item...

50
51 **K. APPROVAL OF THE REQUEST / PROPOSAL OF LGU-ECHAGUE, ISABELA**
52 **FOR THE USE AND/OR DEVELOPMENT OF THE DILAPIDATED NTA**
53 **BUILDING AND LOT WHERE IT IS SITUATED, AND FOR THE GRANT OF A**
54 **USUFRUCTUARY AGREEMENT IN FAVOR OF THE MUNICIPALITY FOR A**
55 **PERIOD OF TWENTY-FIVE (25) YEARS, AND TO GRANT AUTHORITY TO**
56 **THE NTA ADMINISTRATOR / CEO TO SIGN THE MOA / USUFRUCTUARY**
57 **AGREEMENT, FOR AND ON BEHALF OF NTA**

58
59 **Admin. Seares, Jr.:** The same with the Item "K", for the Approval of Request/ Proposal
60 of LGU-Echague.

61

1 **USec. Panganiban:** Yes, the same. This is administrative. Okay, approved. Let's
2 proceed to Item "F"

3
4 **F. REQUEST FOR THE AWARD OF CONTRACT FOR THE PROJECT:**
5 **"SUPPLY AND DELIVERY OF FORTY (40) UNITS DESKTOP AND NINE (9)**
6 **UNITS LAPTOP COMPUTERS FOR THE USE OF THE NTA CENTRAL**
7 **OFFICE AND THE BRANCH OFFICES"**

8
9 **Admin. Seares, Jr.:** Okay, sir. Item "F" is the Request for the Award of Contract for the
10 Project: "Supply and Delivery of Forty (40) Units Desktop and Nine
11 (9) Units Laptop Computers for the Use of the NTA Central Office
12 and the Branch Offices. Our Resource Person is our
13 Administrative Head, ma'am Zenaida T. Arrojo.

14
15 **USec. Panganiban:** No, I don't think that we need to review it. This is no need to
16 review by the Board. This is just a matter we need to approve.

17
18 **Admin. Seares, Jr.:** I move for the approval of the project.

19
20 **Dir. Trongco:** I second the Motion.

21
22 **USec. Panganiban:** Approved. Next...

23
24 **G. REQUEST FOR THE AWARD OF CONTRACT FOR THE PROJECT:**
25 **"SUPPLY & DELIVERY OF FERTILIZERS, CPAs, AND SUCKERCIDES**
26 **FOR THE IFOIGAP-TCGS CY 2022-2023 FOR REGIONS I, II & CAR**

27
28 **Admin. Seares, Jr.:** Item "G" is the Request for the Award of Contract for the Project:
29 "Supply and Delivery of Fertilizers, CPAs, and Suckercides for the
30 IFOIGAP-TCGS, CY 2022-2023 for Regions I, II & CAR.

31
32 **USec. Panganiban:** Any comments of the Board? Ano 'yong CPAs?

33
34 **Dir. Quintal:** I move for the approval of the Request for the Award of Contract
35 for the Project: "Supply and Delivery of Fertilizers, CPAs, and
36 Suckercides for the IFOIGAP-TCGS, CY 2022-2023 for Regions I,
37 II & CAR.

38
39 **USec. Panganiban:** Yes, it's approved, but I just want to know what is CPAs.

40
41 **Dir. Casela:** CPAs, sir, is Crop Protection Agents.

42
43 **USec. Panganiban:** Okay. Next Item...

44
45 **H. REQUEST FOR THE CONDUCT OF PUBLIC BIDDING FOR THE**
46 **PROJECT: "SUPPLY, DELIVERY, INSTALLATION AND**
47 **COMMISSIONING OF ONE (1) UNIT ATOMIC ABSORPTION**
48 **SPECTROPHOTOMETER AT NTA – IRD, BATAK CITY, ILOCOS NORTE"**

49
50 **Admin. Seares, Jr.:** Letter "H" is the Request for the Conduct of Public Bidding for the
51 Project: "Supply, Delivery, Installation and Commissioning of One
52 (1) Unit Atomic Absorption Spectrophotometer at NTA – IRD,
53 Batak, Ilocos Norte.

54
55 **USec. Panganiban:** Conduct of public bidding?

56
57 **Admin. Seares, Jr.:** Yes, sir.

58
59 **USec. Panganiban:** Is this bidding presented before?

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61 **Admin. Seares, Jr.:** Yes, sir.

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USec. Panganiban: You didn't bid yet, so you haven't presented before. It should be bid first before you present for the approval of the Board.

Atty. Parado: With the permission of the honorable Chairman, actually sir, this one is for the request only for the conduct of bidding.

USec. Panganiban: What I'm saying is you don't have to request a conduct of bidding. It should have been bid first before you seek for the approval of the Board as to the awarding of the bid. Hindi mo dapat i-present sa Board kung ikaw ay mag bi-bid muna. Ang ipe-present mo sa Board ay 'yong product kung sino nanalo or sino natalo. Yan ang dapat nating malaman.

Atty. Parado: Duly noted, sir.

Admin. Seares, Jr.: This is totally new for us, sir.

USec. Panganiban: This is the way I know things should be done. Okay, next...

I. REQUEST FOR APPROVAL OF AMENDMENT OF BOARD RESOLUTION NO. 620-2017, AS TO PROVISION OF ALLOWANCE FOR DOUBTFUL ACCOUNTS, AS FOLLOWS:

- A) ABOVE ONE (1) YEAR TO FIVE (5) YEARS – FIVE PERCENT (5%) OF ALLOWANCE; &**
- B) ONE YEAR BELOW – ZERO PERCENT (0%) OF ALLOWANCE; AND**

FOR START OF COMPUTATION OF AGE OF RECEIVABLES SUBJECT TO ALLOWANCE FOR DOUBTFUL ACCOUNTS / ALLOWANCE FOR IMPAIRMENT AT ONE (1) YEAR AFTER RELEASE DATE OF LOAN

Admin. Seares, Jr.: Letter "I" is the Request for Approval of Amendment of Board Resolution No. 620-2017, as to Provision of Allowance for Doubtful Accounts. Our Resource Person is our Accountant, sir Resty Cambe.

USec. Panganiban: Okay. I don't know this so, let's hear it. Sir Resty, go ahead.

Mr. Cambe: Hello sir, good afternoon. The Chairman, to our Administrator, and the honorable Members of the Board. We are requesting the amendments of Board Resolution No. 620-2017 for uniform application across NTA branches and the Central Office. This request is in compliance with COA Memorandum No. 2022-06 dated May 25, 2022, which states that the NTA has different basis used as receivables subject to implementation, because some provincial Branch Offices use gradual receivables recorded in the books where other branches provided allowance based on the age of the receivables recorded after due date.

USec. Panganiban: Okay. This, again, is an administrative work, not requiring a Board Resolution. A Board Resolution is something that we look upon whether it's right or wrong and this is right for you. As Administrator, you decide because this is purely administrative. This is not a Board problem; this is an administrative problem. It should be the decision of the Administrator, not the Board.

Dir. Casela: Well said, sir.

USec. Panganiban: It should be the Administrator, so that he will be meaningful to the National Tobacco Administration.

Admin. Seares, Jr.: Yes, sir.

1 **USec. Panganiban:** It is the Administrator to decide whether this is right or wrong.
2 Because this is not a function of the Board. So, approved. Next...

3
4 **J. REQUEST FOR THE CONFIRMATION OF FORTY-ONE (41) PROMOTIONAL /**
5 **ORIGINAL APPOINTMENTS TO VACANT PLANTILLA POSITIONS**

6
7 **Admin. Seares, Jr.:** Sir, the last Item, I think, it's an administrative function, so we are
8 done, sir.

9
10 **VI. OTHER MATTERS: PROPOSED SCHEDULE FOR THE 157TH REGULAR MEETING OF**
11 **THE NTA GOVERNING BOARD WILL BE ON 10 NOVEMBER 2022, THURSDAY, 3:00**
12 **PM**

13
14 **Admin. Seares, Jr.:** On Other Matters, sir, is the Proposed Schedule for the 157th
15 Regular Meeting of the NTA Governing Board. It will be on 10 November 2022.

16
17 **USec. Panganiban:** How many times do you have a meeting?

18
19 **Dir. Trongco:** Two times a week, sir. For compliance of GCG.

20
21 **USec. Panganiban:** Base on the GCG?

22
23 **Admin. Seares, Jr.:** Dalawang Committee (meetings), dalawang Board (meetings).

24
25 **USec. Panganiban:** Okay.

26
27 **VII. ADJOURNMENT**

28
29 **Atty. Parado:** Sir, can we have a Motion to Adjourn?

30
31 **Admin. Seares, Jr.:** I move for the adjournment of this meeting.

32
33 **Dir. Quintal:** I second the Motion.

34
35 **USec. Panganiban:** Approved!

36
37 The Meeting was formally adjourned at 4:01PM.

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43 **PREPARED AND CERTIFIED CORRECT:**

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48 **ATTY. JUN FRED V. PARADO**
49 *Acting Board Secretary V*

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53 **ATTESTED:**

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58 **Hon. DOMINGO F. PANGANIBAN**
59 *DA Senior Undersecretary and Alternate Chairman,*
60 *NTA Governing Board*

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Hon. ROBERT VICTOR G. SEARES, JR.
Administrator/CEO
and Vice-Chairman, NTA Governing Board



Hon. JESSE PAT M. SERNA
Appointive Director, Tobacco Manufacturing Sector



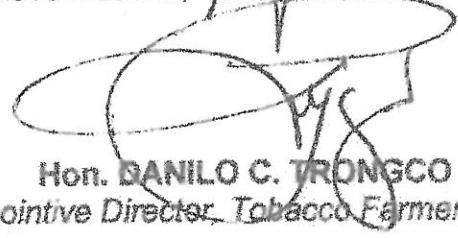
Hon. WILFREDO C. MARTINEZ
Appointive Director, Tobacco Farmers Sector



Hon. NESTOR C. CASELA
Appointive Director, Academic Community Sector



Hon. TEOFILOR R. QUINTAL
Appointive Director, Tobacco Farmers Sector



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



OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND FIFTY-SIXTH (156TH) REGULAR MEETING OF THE
NTA BOARD OF DIRECTORS, HELD AT THE DA-OSEC CONFERENCE ROOM,
ELLIPTICAL ROAD, QUEZON CITY
22 SEPTEMBER 2022 (3:00PM)

PRESENT:

DA Senior USec. DOMINGO F. PANGANIBAN	-	Alternate Chairman & Presiding Officer
Adm. ROBERT VICTOR G. SEARES, JR.	-	Vice-Chairman of the Board & Administrator/CEO
Dir. JESSE PAT M. SERNA	-	Member, Manufacturing Sector
Dir. NESTOR C. CASELA	-	Member, Academic Community
Dir. WILFREDO C. MARTINEZ	-	Member, Tobacco Farmers Sector
Dir. TEOFILO R. QUINTAL	-	Member, Tobacco Farmers Sector
Dir. DANILO C. TRONGCO	-	Member, Tobacco Farmers Sector
Dir. WILSON R. VICTORIO	-	Member, Trader/Exporter Sector

OTHERS PRESENT:

Dr. GIOVANNI B. PALABAY	-	OIC/Deputy Admin. for Operations
Ms. MA. TERESA B. LAUDENCIA	-	OIC/Deputy Admin., Support Services
Ms. FORTUNA C. BENOSA	-	Manager, Cor. Planning Department
Atty. ROHBERT A. AMBROS	-	Manager, Regulations Department
Ms. DINAH E. PICHAY	-	Manager, Internal Audit Department
Ms. MYRNA O. LOZANO	-	Manager, Industrial Research Dept.
Engr. RANDY I. ABELLA	-	OIC, Farm Tech. & Services Dept.
Mr. REYNALDO AQUINO	-	Chief, Budget and Cash Mgmt Division
Mr. RAMON R. MUNCAL	-	Stenographer III
Atty. JUN FRED V. PARADO	-	Legal Officer V, Office of the Admin. & Acting Board Secretary V

HIGHLIGHTS OF THE MEETING

I. CALL TO ORDER

The Honorable DA Senior Undersecretary, as Presiding Officer, called the meeting to order at 3:16 PM.

At the outset, he welcomed the attendees to his first Board Meeting with NTA. He then requested the (acting) Board Secretary to lead the Opening Prayer.

II. OPENING PRAYER

Atty. Jun Fred V. Parado, Legal Officer V, Office of the Administrator / acting Human Resource Management Officer V, Administrative Department, and temporarily acting as Board Secretary V, led the Opening Prayer.

III. DETERMINATION OF QUORUM

The Hon. DA Senior Undersecretary asked the acting Board Secretary to determine the quorum.

1 The acting Board Secretary informed that for the 156th Regular Meeting of the NTA
2 Governing Board, **all the appointive members of the Governing Board are in**
3 **attendance**, namely: the Hon. Administrator/CEO, Robert Victor G. Seares, Jr. and the
4 Honorable Directors Nestor C. Casela, Teofilo R. Quintal, Danilo C. Trongco and Jesse
5 Pat M. Serna, who are physically present, and joined virtually or via online platform by
6 Directors Wilfredo C. Martinez and Wilson R. Victorio.

7
8 The acting Board Secretary reported the existence of a quorum.

9
10 The Hon. DA Senior Undersecretary declared, "**We have a quorum**". He then
11 proceeded to the approval of the Agenda.

12
13 **IV. APPROVAL OF THE AGENDA OF THE 156TH REGULAR MEETING OF THE NTA**
14 **GOVERNING BOARD, HELD ON 22 SEPTEMBER 2022, AT THE DA-OSEC**
15 **CONFERENCE ROOM, ELLIPTICAL ROAD, QUEZON CITY**

16
17 The Hon. DA Senior Undersecretary asked if anyone is moving for the approval of the
18 Agenda.

19
20 The Hon. Administrator immediately moved and Dir. Trongco seconded the motion to
21 approve the Agenda.

22
23 The Honorable DA Senior Undersecretary declared that having moved and seconded,
24 the Agenda is approved.

25
26 As such, the NTA Governing Board adopted the following Resolution for the purpose, to
27 wit:

28
29 **RESOLUTION NO. 2173-2022**

30
31 ***"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT***
32 ***the NTA Governing Board approves the Agenda of the 156th***
33 ***Regular Meeting of the NTA Governing Board, held this 22***
34 ***September 2022, at 3:00 PM, at the DA-OSEC Conference***
35 ***Room, Elliptical Road, Quezon City.***

36
37 **UNANIMOUSLY APPROVED**
38 -----

39
40
41 The Honorable DA Senior Undersecretary moved forward to the next agenda, the
42 approval of the Minutes of the Previous Meeting.

43
44 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**

45
46 **A. MINUTES OF THE 155TH REGULAR MEETING OF THE NTA GOVERNING**
47 **BOARD, HELD ON 10 AUGUST 2022, AT 4:00 P.M., AT THE NTA FARMERS'**
48 **TRAINING CENTER, SAN JUAN, ILOCOS SUR**

49
50 The Hon. DA Senior Undersecretary asked if anybody is moving for the approval of
51 the Minutes of the Previous Meeting.

52
53 The Hon. Administrator moved for the wholesale approval of the Minutes of the said
54 meeting, subject to the submission of any correction by any Member within five (5)
55 days from today. Director Trongco seconded the motion.

56
57 For the purpose, the NTA Governing Board adopted the following Resolution, to wit:

58
59 **RESOLUTION NO. 2174-2022**

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61 ***"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT***
62 ***the NTA Governing Board approves the Minutes of the 155th Regular***
63 ***Meeting of the NTA Governing Board, held on 10 August 2022, at the***
64 ***NTA Farmers' Training Center, San Juan, Ilocos Sur, subject to the***
65 ***submission of any correction by any Member of the Governing Board,***
66 ***within five (5) days from today's meeting."***

67
68 **UNANIMOUSLY APPROVED**
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2 He then directed to move forward to the next item in the Agenda.
3

4 **B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS:**
5

6 The Hon. Administrator explained that the items in the Agenda were already discussed
7 in yesterday's Committee Meeting.
8

9 **1. REPORT UPDATE: SUBMISSION OF REQUIREMENTS TO AND/OR FOLLOW**
10 **UP OF REQUEST FROM / WITH CONCERNED AGENCIES IN CONNECTION**
11 **WITH THE SUSTAINABLE TOBACCO ENHANCEMENT PROGRAM (STEP): (A)**
12 **REQUEST FOR MULTI-YEAR OBLIGATIONAL AUTHORITY (MYOA) WITH DBM;**
13 **AND (B) CERTIFICATE OF BALANCE OF NTA TOBACCO FUND / SPECIAL**
14 **ACCOUNT IN THE GENERAL FUND (SAGF 151) FROM THE BUREAU OF**
15 **TREASURY**
16

17 The Hon. Administrator reported, as a Briefer for the Hon. DA Senior Undersecretary,
18 the following: That, as a background, the Certificate of Budget Inclusion (CBI) for the
19 STEP was issued by the Board thru Board Resolution No. 008-2021; That, the
20 document was submitted to the DBM as per their advice, and in time for the submission
21 of budget proposals for CY 2023, where NTA initially requested for programs/projects
22 under the Block Farm component amounting to PhP2.7 Billion; That, with the DBM-
23 recommended budget level of PhP550,504,000.00 for CY 2023 National Expenditure
24 Program (NEP), and with the disapproval of the STEP projects, no Multi-Year
25 Obligational Authority (MYOA) was requested or acted upon; and, That, to reiterate, the
26 budget for the STEP which we requested from the DBM was not included in the 2023
27 NEP, hence no MYOA was executed.
28

29 The Hon. Administrator further reported that as to the Certificate of Balance of the NTA
30 Tobacco Fund, per information from the Budget Reconciliation and Analysis Division of
31 the Bureau of Treasury, NTA will receive from the Bureau of Treasury the reconciliation
32 statement as to the Net Balance of the Tobacco Fund by next week.
33

34 The Hon. Administrator then proceeded to call upon the OIC-DAOP, as the Focal
35 Person, to render his Report on the STEP.
36

37 The OIC-DAOP reported that the STEP is a 5-10 years program. The total budgetary
38 requirement for the STEP, Block Farm and other projects is PhP27,803,026,803.00,
39 broken down as follows: for the first year which is 2023, the requested budget is
40 PhP5.4B, for the second year or 2024, it is for PhP5.3B, PhP5.3B for 2025, PhP5.4B
41 for 2026, and PhP5.4B for 2027.
42

43 The Hon. DA Senior Undersecretary clarified as to how much is for the Second Year, to
44 which the OIC-DAOP replied, "PhP5.3 billion."
45

46 **2. STATUS REPORT / UPDATE ON THE RELEASE TO TOBACCO**
47 **FARMERS OF THE QUICK RESPONSE FUND (QRF) FROM THE DA /**
48 **REGIONAL FIELD OFFICE I: (A) APPROVAL OF THE PROJECT**
49 **MANAGEMENT PLAN AND IMPLEMENTATION PLAN FOR THE QRF;**
50 **AND (B) DRAFT IMPLEMENTING GUIDELINES ON THE RELEASE TO**
51 **TOBACCO FARMERS**
52

53 The Hon. Administrator reported that NTA was granted a QRF in the amount of
54 PhP50 million, which is long overdue. It was already approved by DA-Region I
55 and NTA is just waiting for the downloading of funds.
56

57 In response to the inquiry as to why NTA is yet to receive the funds, the Hon.
58 Administrator reported the problems encountered, particularly the transfer of the
59 DA-Region I Director to CAR (Cordillera Administrative Region)
60
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1 The Hon. Administrator also reported that part of the PnP50M shall go to Ilocos
2 Norte. He later called on the OIC-DAOP to give the specifics

3
4 The OIC-DAOP reported that the QRF amounts to PhP50,106,020.00, broken
5 down for farm inputs and beef cattle dispersal, as part of its livelihood
6 component.

7
8 The Hon. Administrator added that last year (2021), he was able to source out
9 funds from the Bi-Cam, which was intended to be a standby fund for emergency
10 use for tobacco farmers affected by freak rains. NTA was able to secure
11 PhP50M from the Office of Sen. Bong Go, and Sec. Dar chipped in another
12 PhP50M from the QRF from Region 1. There were delays due to the election
13 ban, so the ECA came first. So, with the approval of the Board, NTA distributed
14 PhP2,500.00 each for all affected tobacco farmers. The QRF is the counterpart
15 of the Department (DA). He continued that the farm inputs are intended for the
16 provinces of Region I, and the reason why Ilocos Norte has a big share is
17 because it was the farmers from Ilocos Norte who made the request to Sec. Dar

18
19 At this juncture, the Hon. DA Senior Undersecretary called the Budget Officer of
20 DA, and inquired as to why the NTA request for the QRF is yet to be released.
21 The DA Budget Officer assured that she will check with the DA Region I for the
22 required authority for its release

23
24 The OIC-DAOP further reported that for Ilocos Norte, it will receive 600 bags of
25 14-0-0 and 16-20-0; for Ilocos Sur, it will be 600 bags of Urea; for La Union, it is
26 400 bags of Urea, 150 heads of cattle and bio-stimulants; and for Pangasinan, it
27 consists of 200 bags of Urea, bio-stimulants and 100 heads of cattle. The
28 Agency was requested by DA-Region I to submit a Project Procurement Plan
29 prior to the release of farm inputs, for which NTA is hopeful to finish in two (2)
30 months; 2 ½ months upon contract signing, which was done last week during
31 the Rice Summit. The timetable is after 72 days or until December 17, this year.

32
33 **c. REQUEST FOR THE AMENDMENT OF RULE 3, REGULATION III AND RULE 1,**
34 **REGULATION IX OF THE 2018 REVISED RULES AND REGULATIONS**
35 **GOVERNING THE TRADING, WHOLESALE AND REDRYING OF LOCALLY**
36 **GROWN LEAF TOBACCO, REQUIRING EARLY SUBMISSION OF PURCHASE**
37 **COMMITMENT AND/OR PERFORMANCE BOND**

38
39 The Hon. Administrator called upon Atty. Rohbert A. Ambros, Manager,
40 Regulation Department, to render his report.

41
42 Atty. Ambros manifested that what is being submitted to the Hon. Members of
43 the Board, for due consideration and approval, is an amendment to certain
44 provisions of the Tobacco Trading Rules, such as the submission of documents
45 every 15th day of February this year for validation purposes and total area
46 planted, which is being requested that it will be submitted earlier. As such, the
47 request for amendment as to the deadline of submission, that instead of
48 February 15, tobacco buyers shall be required to furnish NTA on or before
49 December 15 of the current year. It is only amendment that is being requested
50 of the Board for its approval.

51
52 The Hon. DA Senior Undersecretary asked if the proposed amendment will
53 affect the whole program that NTA is undertaking, to which Atty. Ambros replied
54 in the negative as this affects only the submission of documents.

55
56 The Hon. DA Senior Undersecretary then moved for its approval, duly
57 seconded by the Hon. Administrator.

58
59 For the purpose, the NTA Governing Board adopted the following Resolution, to
60 wit:

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RESOLUTION NO. 2175-2022

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board approves the Amendment of Rule 3, Regulation III and Rule 1, Regulation IX of the 2018 Revised Rules and Regulations Governing the Trading, Wholesale and Redrying of Locally Grown Leaf Tobacco, Requiring Early Submission of Purchase Commitment and/or Performance Bond, from February 15 to December 15 of the Current Year and every 15th day of December Thereafter.”

UNANIMOUSLY APPROVED

D. REQUEST FOR THE DELISTING OF TOBACCO SEEDS FROM THE NTA IMPORT / EXPORT COMMODITY CLEARANCE REQUIREMENT

The Hon. Administrator called upon Atty. Rohbert A. Ambros, Manager, Regulation Department, to render his report.

Atty. Ambros manifested that the request is for the exemption of tobacco seeds from the Commodity Clearance Requirement presently being required by NTA for tobacco commodities, as the delisting process lies with the BPI (Bureau of Plant Industry) having jurisdiction over it, as this falls within its mandate whether or not to import seeds.

The Hon. DA Senior Undersecretary opined that the matter should be approved by BPI. He informed that he will be asking the Director of BPI whether it is approved or not, and that prior to delisting, there must be a common agreement. Thus, the matter will be referred to BPI first.

Dir. Casela manifested that in the Joint Board Committee discussion yesterday, he made a proposal that since this is part of tobacco seeds importation, the trader of the seeds must first communicate with NTA the purpose of importation because the tobacco seeds is part of the tobacco, and NTA has the authority over the use of tobacco seeds because it is appropriate for NTA to monitor the use of the seeds before the decision. That is why he requested for a communication so that NTA should be advising the BPI that this letter supporting those issues should become an integral part of the importation requirement.

The Hon. DA Senior Undersecretary suggested that since a certification is required for the purpose of importation, this matter should be referred to BPI. Meantime, the item is temporarily deferred.

E. REQUEST FOR THE APPROVAL OF THE SUPPLY AND DELIVERY OF FERTILIZER AND CPA REQUIREMENTS FOR USE IN IFOIGAP – TOBACCO (TCGS) 2022 – 2023 IN REGIONS I, II AND CAR, WITH AN APPROVED BUDGET FOR THE CONTRACT (ABC) IN THE AMOUNT OF 130,351,640.00

The Hon. Administrator called upon Atty. Rohbert A. Ambros, Manager, Regulation Department, to render his report.

Atty. Ambros manifested that the request is being submitted, for due consideration and approval, because with the start of tobacco planting season last September 15 the material inputs for tobacco-growing activities will be needed by early December so that NTA is now requesting for the immediate purchase and delivery of material inputs, so that delivery will be made on time. The total amount for the farm inputs and crop agents is PhP130,351,640.00, with fertilizer requirements to be distributed to the Provinces of Reg. I, II and CAR (Cordillera Administrative Region)

1 The Hon. Administrator added that 40% of these farm inputs is NTA-subsidized,
2 and that we have PHP200M per year loaned to tobacco farmers

3
4 Dir. Casela likewise added that this forms part of the Production Assistance
5 Program, and that the Board has approved the budget allocation intended for
6 farm inputs yesterday with a colatilla that because of high costs of fertilizers,
7 NTA must find a way, thru research, for substitution of fertilizer because it is
8 very expensive. This will reduce dependence on the use of expensive fertilizers,
9 and will be decreasing the cost of production.

10
11 The Hon. DA Senior Undersecretary then moved for its approval, duly
12 seconded by the Hon. Administrator.

13
14 For the purpose, the NTA Governing Board adopted the following Resolution, to
15 wit:

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18 **RESOLUTION NO. 2176-2022**

19
20 ***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA***
21 ***Governing Board approves the Request for the Approval of the Supply and***
22 ***Delivery of Fertilizer and CPA Requirements for Use in IFOIGAP – Tobacco***
23 ***(TCGS) 2022 – 2023 in Regions I, II and CAR, with an Approved Budget for the***
24 ***Contract (ABC) in the Amount of PhP130,351,640.00”***

25
26 **UNANIMOUSLY APPROVED**
27 -----

28
29
30 **F. REQUEST FOR THE APPROVAL OF THE CONDUCT OF PUBLIC BIDDING FOR**
31 **THE FOLLOWING PROJECTS:**

- 32
33 **A) SUPPLY AND DELIVERY OF BAMBOO PROPAGULES UNDER THE**
34 **BEEMA BAMBOO PRODUCTION PROJECT, WITH AN APPROVED**
35 **BUDGET FOR THE CONTRACT (ABC) IN THE AMOUNT OF 2,000,000.00**
36
37 **B) SUPPLY AND DELIVERY OF AGRICULTURAL INPUTS AND BRAHMAN**
38 **HEIFER CATTLE FOR THE ILOCOS REGION UNDER THE DA QUICK**
39 **RESPONSE FUND PROGRAM, WITH AN APPROVED BUDGET FOR THE**
40 **CONTRACT (ABC) IN THE AMOUNT OF 50,026,100.00**

41
42 The Hon. Administrator introduced the subject matter.

43
44 Dir. Casela informed that the implementation of the Beema Bamboo Program is
45 in line with the KPP Program – which is considered a vital program of NTA in
46 support of the national government’s Re-greening Program. It is, in fact, an
47 established program of NTA.

48
49 The Hon. DA Senior Undersecretary then suggested that while it is true, one
50 cannot plant in areas planted to tobacco. It is a completely different story to
51 plant bamboo in river beds.

52
53 As to the second item, Dir. Casela informed that it is corollary to the QRF
54 (Quick Response Fund).

55
56 The Hon. DA Senior Undersecretary then moved for its approval, duly
57 seconded by the Hon. Administrator.

58
59 For the purpose, the NTA Governing Board adopted the following Resolution, to
60 wit:

RESOLUTION NO. 2177-2022

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board approves the Conduct of Public Bidding for the Following Projects:

- 1) *Supply and Delivery of Bamboo Propagules under the Beema Bamboo Production Project, with an Approved Budget for the Contract (ABC) in the Amount of PhP2,000,000.00; and*
- 2) *Supply and Delivery of Agricultural Inputs and Brahman Heifer Cattle for the Ilocos Region under the DA Quick response Fund (QRF) Program, with an Approved Budget for the Contract (ABC) in the Amount of PhP50,026,100.00.”*

UNANIMOUSLY APPROVED

G. REQUEST FOR APPROVAL FOR THE CONDUCT OF PUBLIC BIDDING FOR THE FOLLOWING PROJECTS:

- A) SUPPLY, DELIVERY AND INSTALLATION OF FARM MACHINERIES AND EQUIPMENT UNDER IFOIGAP FARM MECHANIZATION PROGRAM 2022, WITH AN APPROVED BUDGET FOR THE CONTRACT (ABC) IN THE AMOUNT OF P59,949,000.00**
- B) SUPPLY, DELIVERY AND INSTALLATION OF FIVE (5) UNITS OF FLAT PANEL DISPLAY TV FOR VARIOUS BRANCH OFFICES, WITH AN APPROVED BUDGET FOR THE CONTRACT IN THE AMOUNT OF P1,500,000.00**

The Hon. Administrator introduced the subject matter. He thereafter called Engr. Randy I. Abella, OIC-FTSD, to render his Report as to first item.

Engr. Abella presented the specification of farm machineries and equipment, particularly those of tractors.

The Hon. DA Senior Undersecretary noted that farm tractors are okay, as long as they are commensurate to the area planted by tobacco, like Isabela which employs big engine tractors with 90-95 horsepower.

Dir. Casela informed that Parameter 1 is, of course, the landholding of the area. That is why in Isabela, which has a bigger and wider area of coverage, that is the direction of NTA for assistance to farmers. NTA has also adopted the Block Farm System. For these farm machineries, the members of the block farm farmers, who are members of cooperatives or famer associations, will be the avalees. With farm mechanization, there will be a significant increase.

As for the second item, the Hon. Administrator informed that this is a continuation of the procurement of wide-screened televisions, some of which are now being used by NTA on its virtual and on-line meetings. It is only for purposes of completion.

Dir. Trongco then moved for its approval, duly seconded by the Hon. Administrator.

For the purpose, the NTA Governing Board adopted the following Resolution, to wit:

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2
3 **RESOLUTION NO. 2178-2022**
4

5 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT**
6 **the NTA Governing Board approves the Conduct of Public Bidding for**
7 **the Following Projects:**

- 8
9 1) *Supply, Delivery and Installation of Farm Machineries and*
10 *Equipment under IFOIGAP Farm Mechanization Program*
11 *2022, with an Approved Budget for the Contract (ABC) in the*
12 *Amount of PhP59,949,000.00; and*
13 2) *Supply, Delivery and Installation of Five (5) Units of Flat*
14 *Panel Display TV for Various Branch Offices, with an*
15 *Approved Budget for the Contract (ABC) in the Amount of*
16 *PhP1,500,000.00."*

17
18 **UNANIMOUSLY APPROVED**
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21 **H. PROPOSAL FOR THE ESTABLISHMENT / CONDUCT OF STUDY ON THE**
22 **"COST AND RETURN OF TOBACCO PRODUCTION" FARMS, MULTI-**
23 **LOCATIONAL, FOR VARIOUS TOBACCO TYPES AND SUB-TYPES, INCLUDING**
24 **IMPROVED FLAVOR SUB-TYPES**
25

26 The Hon. Administrator introduced the subject matter. He thereafter called
27 Engr. Randy I. Abella, OIC-FTSD, to render his Report.
28

29 Engr. Abella presented pertinent types of information, proposal and economic
30 profitability of Tobacco Types and Sub-Types planted in the Philippines. He
31 likewise presented the objectives, generally, profitability of tobacco production
32 specifically, the cost of production, analysis of each farm compared to all types
33 and sub-types income and to generate basis for floor price of tobacco types and
34 sub-types. For the expected output, he discussed the strategies each tobacco
35 type will be set-up in three different locations, the Virginia, Neutral, Burley
36 Neutral in Reg. I, and in Reg. II, the Improved Flavor Burley, Native Batek and
37 Native Cigar Filler. As to distribution, it will be in Ilocos Norte, Cagayan and
38 Isabela.
39

40 Dir. Casela informed that the proposal was suggested by the Board because
41 there is a conduct of Tri-Partite Conference and that is the time the tobacco
42 farmers, traders and manufacturers meet every other year to determine
43 reasonable and appropriate per kilo/per grade of tobacco, so much so that in
44 experience, there is almost always a disagreement between the farmers and
45 the industry, and the NTA serves as the referee.
46

47 Dir. Casela continued that having this dilemma, it was suggested that NTA
48 should undertake a thorough research to come-up with the data necessary in
49 arriving at a per kilo/per grade now. In the study, there are three data gathered
50 because in the conduct of a Tri-partite there are parameters: (1) the cost of
51 production; and (2) the yield or volume of produce of tobacco per hectare. This
52 is where they contend. So, it was opined by the Board that top management
53 should conduct a research study on this aspect to lessen disagreement
54 regarding this. This undertaking of coming up with a status data is a result of a
55 scientific research.
56

57 The Hon. DA Senior Undersecretary then moved for its approval, duly
58 seconded by the Hon. Administrator.
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60 For the purpose, the NTA Governing Board adopted the following Resolution, to
61 wit:
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RESOLUTION NO. 2179-2022

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board approves the Establishment / Conduct of Study on the “Cost and Return of Tobacco Production” Farms, Multi- Locational, for Various Tobacco Types and Sub-types, including Improved Flavor Sub-types.”

UNANIMOUSLY APPROVED

V. REQUEST FOR THE APPROVAL OF THE IMPLEMENTING GUIDELINES OF THE IMPROVED TOBACCO SEEDLINGS PRODUCTION PROJECT (ITSP) CY 2022 - 2023

The Hon. Administrator introduced the subject matter. He thereafter called the Dr. Giovanni B. Palabay, OIC-DAOP, to render his Report.

Dr. Palabay manifested that the matter is in line with the Tobacco Contract Growing System (TCGS) wherein NTA will provide free tobacco seedlings to limited tobacco farmers considering that NTA has only PhP10 million budget, which will produce 21,700,000 seedlings to be distributed to farmers tilling 1,085 hectares. Per area is 20,000 seedlings, for 1,085 hectares, or for only 20% of total number of farmers.

The Hon. DA Senior Undersecretary asked if there is any possibility of increasing the budget, to have it as a fund requirement in 2024, and perhaps the other half in 2025.

Dir. Casela answered that top management is highly motivated but despite of these efforts NTA cannot do much because of the limited funds, with the proposed implementation of STEP requesting DBM to approve this and the total budget required here is PhP25 billion, compared to the amount of money under RA 4155 and the data on NTA’s entitlement is now at PhP92 billion. So, NTA is seeking assistance from legislators, maybe to the President, to liberalize their policies as to the release of funds under entitlement of NTA. They said NTA has to come-up with a program so, NTA came-up with that program requesting for the PhP25 billion for a 5-year period. Proposals were made already; however, that budget for the STEP was not approved by DBM, but only for PhP505 million, which is very limited. That is the present predicament of NTA.

The Hon. DA Senior Undersecretary suggested for an increase every year of budget so that NTA can double the productive area planted to seedlings, to give more to farmers, to increase in hectarage, in the volume for exports and increase for consumption. If possible, that process will double NTA’s money, increase hectarage and the volume of export or commercial consumption.

The Hon. Administrator informed that the real problem comes with the limited funding of the Agency

The Hon. DA Senior Undersecretary likewise informed that the President is the Secretary of Agriculture, and the vision of the President is to produce more. How can NTA produce more if it does not have money? He (President) even increased the budget of DA to PhP138 billion.

Dir. Trongco quipped that even one commodity of agriculture, the excise tax, goes back to the LGUs.

Dir. Casela informed that food security is paramount now, and NTA has to help farmers to produce more tobacco and give them proper prices so that they will have money to buy commodities.

1 The Hon. DA Senior Undersecretary then moved for its approval, duly
2 seconded by the Hon. Administrator.

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4 For the purpose, the NTA Governing Board adopted the following Resolution, to
5 wit:

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8 **RESOLUTION NO. 2180-2022**

9
10 ***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the***
11 ***NTA Governing Board approves the Implementing Guidelines of the***
12 ***Improved Tobacco Seedlings Production Project (ITSP) CY 2022 -***
13 ***2023.”***

14
15 **UNANIMOUSLY APPROVED**
16 -----

17
18 **VI. OTHER MATTERS**

19
20 **PROPOSED SCHEDULE FOR THE 111TH SPECIAL MEETING OF THE NTA**
21 **GOVERNING BOARD WILL BE ON 14 OCTOBER 2022, THURSDAY, 3:00 PM**

22
23 The Hon. Administrator announced the proposed schedule. However, the Hon. DA
24 Senior Undersecretary explained that the proposed schedule is still tentative, as he has
25 a prior commitment to travel abroad. He then instructed the acting Board Secretary to
26 coordinate with his staff for this purpose.

27
28 **VII. ADJOURNMENT**

29
30 As there are no other matters to discuss, Director Quintal, seconded by Director
31 Serna, moved for the adjournment of the meeting.

32
33 The Hon. DA Senior Undersecretary formally adjourned the meeting at 4:33 PM.

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39 **PREPARED AND CERTIFIED CORRECT:**

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41
42 **ATTY. JUN FRED V. PARADO**
43 **Acting Board Secretary V**

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47 **ATTESTED:**

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51 **Hon. DOMINGO F. PANGANIBAN**
52 **DA Senior Undersecretary and Alternate Chairman,**
53 **NTA Governing Board**

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58 **Hon. ROBERT VICTOR G. SEARES, JR.**
59 **Administrator/CEO and Vice-Chairman,**
60 **NTA Governing Board**

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The Hon. DA Senior Undersecretary then moved for its approval, duly seconded by the Hon. Administrator.

For the purpose, the NTA Governing Board adopted the following Resolution, to wit:

RESOLUTION NO. 2180-2022

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board approves the Implementing Guidelines of the Improved Tobacco Seedlings Production Project (ITSP) CY 2022 - 2023.”

UNANIMOUSLY APPROVED

VI. OTHER MATTERS

PROPOSED SCHEDULE FOR THE 111TH SPECIAL MEETING OF THE NTA GOVERNING BOARD WILL BE ON 14 OCTOBER 2022, THURSDAY, 3:00 PM

The Hon. Administrator announced the proposed schedule. However, the Hon. DA Senior Undersecretary explained that the proposed schedule is still tentative, as he has a prior commitment to travel abroad. He then instructed the acting Board Secretary to coordinate with his staff for this purpose.

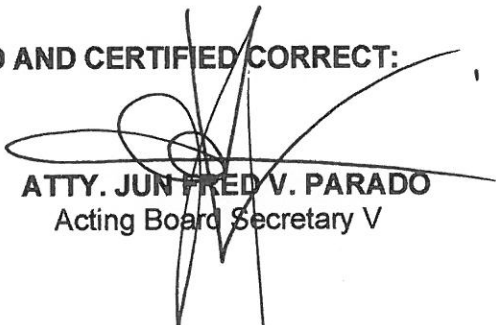
VII. ADJOURNMENT

As there are no other matters to discuss, Director Quintal, seconded by Director Serna, moved for the adjournment of the meeting.

The Hon. DA Senior Undersecretary formally adjourned the meeting at 4:33 PM.

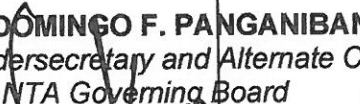
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PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:

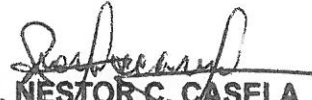


Hon. DOMINGO F. PANGANIBAN
DA Senior Undersecretary and Alternate Chairman,
NTA Governing Board



Hon. ROBERT VICTOR G. SEARES, JR.
Administrator/CEO and Vice Chairman,
NTA Governing Board

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Hon. NESTOR C. CASELA
Appointive Director, Academic Community Sector



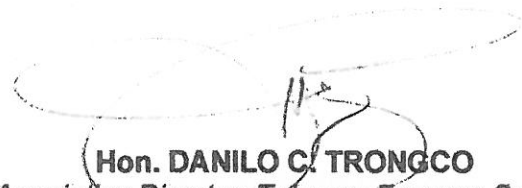
Hon. WILFREDO C. MARTINEZ
Appointive Director, Tobacco Farmers Sector



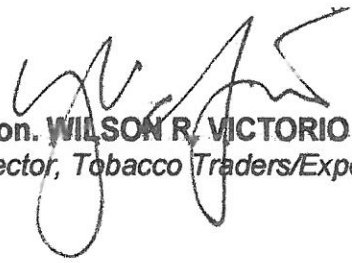
Hon. TEOFILLO R. QUINTAL
Appointive Director, Tobacco Farmers Sector



Hon. JESSIE PAT M. SERNA
Appointive Director, Tobacco Manufacturing Sector




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



Hon. WILSON R. VICTORIO
Appointive Director, Tobacco Traders/Exporters Sector

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Hon. NESTOR C. CASELA
Appointive Director, Academic Community Sector



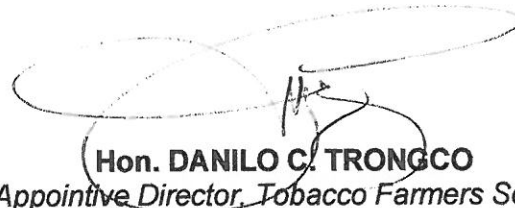
Hon. WILFREDO C. MARTINEZ
Appointive Director, Tobacco Farmers Sector



Hon. TEOFILO R. QUINTAL
Appointive Director, Tobacco Farmers Sector



Hon. JESSIE PAT M. SERNA
Appointive Director, Tobacco Manufacturing Sector



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

Hon. WILSON R. VICTORIO
Appointive Director, Tobacco Traders/Exporters Sector



OFFICE OF THE NTA GOVERNING BOARD

**ONE HUNDRED AND FIFTY-FIFTH (155TH) REGULAR MEETING OF THE
NTA BOARD OF DIRECTORS, HELD AT THE NTA FARMERS TRAINING CENTER
SAN JUAN, ILOCOS SUR
10 AUGUST 2022 (2:00PM)**

PRESENT:

Adm. ROBERT VICTOR G. SEARES, JR.-	Vice-Chairman of the Board and Administrator/CEO Presiding Officer
Dir. JESSE PAT M. SERNA	- Member, Manufacturing Sector
Dir. NESTOR C. CASELA	- Member, Academic Community
Dir. WILFREDO C. MARTINEZ	- Member, Tobacco Farmers Sector
Dir. TEOFILO R. QUINTAL	- Member, Tobacco Farmers Sector
Dir. DANILO C. TRONGCO	- Member, Tobacco Farmers Sector
Dir. WILSON R. VICTORIO	- Member, Trader/Exporter Sector

OTHERS PRESENT:

DR. GIOVANNI PALABAY	- OIC/Deputy Admin. for Operations
Ms. MA. TERESA B. LAUDENCIA	- OIC/Deputy Admin., Support Services
Ms. FORTUNA C. BENOSA	- Manager, Corplanning Department
Atty. ROHBERT A. AMBROS	- Manager, Regulation Department
Ms. DINAH E. PICHAY	- Manager, Internal Audit Service
Ms. MYRNA O. LOZANO	- Manager, Industrial Research Dept.
Engr. RANDY I. ABELLA	- OIC/Manager, F. Tech. & Services
Engr. ABRAHAM DELA PENA	- Focal Person for NTA Bldg, Const.
Atty. JUN FRED V. PARADO	- Legal Officer V, Office of the Admin.
Mr. REYNALDO AQUINO	- Chief, Budget and Cash Mgmt Division
Mr. RAMON R. MUNCAL	- Stenographer III
Mr. REX ANTONIO P. TEOXON	- Board Secretary V

HIGHLIGHTS OF THE MEETING

I. CALL TO ORDER

The Honorable Administrator/CEO called the meeting to order at 5:15 PM.

At the outset, he informed that as Vice-chairman, he will preside in the absence of the Secretary of Agriculture and Ex-Officio Chairman of the NTA Governing Board.

He requested Atty. Jun Fred Parado to lead the opening prayer.

II. OPENING PRAYER

Atty. Jun Fred Parado, Legal Officer V, Office of the Administrator and concurrent OIC/Human Resource Management Officer V, Administrative Department, led the opening prayer.

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4 **III. DETERMINATION OF QUORUM**
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6 Hon. Administrator asked Mr. Teoxon, Corporate Secretary, to determine the
7 quorum.
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9 The Corporate Secretary informed that for the 155th Regular Meeting of the NTA
10 Governing Board, **all the appointive members of the Governing Board are in**
11 **attendance**, namely: Honorable Directors Teofilo Quintal, Wilfredo Martinez,
12 Nestor Casela, Jessie Pat Serna and Danilo Trongco, who are at the NTA
13 Training Center. Director Victorio is connected on line in Pangasinan. We have
14 a quorum, the Corporate Secretary declared.
15

16 **"We have a quorum", the Hon. Administrator confirmed.**
17

18 He suggested Director Victorio to turn off his phone to make it safe, as he was
19 driving. Anyway, it was already discussed yesterday.
20

21 He then proceeded to the approval of the Agenda.
22
23

24 **IV. APPROVAL OF THE AGENDA OF THE 155TH REGULAR MEETING OF THE**
25 **NTA GOVERNING BOARD, HELD ON 10 AUGUST 2022, AT THE NTA**
26 **FARMERS TRAINING CENTER, SAN JUAN, ILOCOS SUR.**
27

28 Hon. Administrator asked if anyone moving for the approval of the Agenda.
29

30 Director Casela immediately moved and Director Quintal seconded the motion to
31 approve the Agenda. Hon. Administrator declared that having moved and
32 seconded, the motion is approved.
33

34 The NTA Governing Board adopted the following resolution For the purpose, to
35 wit:
36

37 **RESOLUTION NO. 2170 - 2022**
38

39 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**
40 **THAT** the NTA Governing Board approves the Agenda of the
41 **155th Regular Meeting** of the NTA Governing Board, held
42 this 10 August 2022, at 4:00 PM, at the NTA Farmers
43 Training Center, San Juan, Ilocos Sur.
44

45 **UNANIMOUSLY APPROVED**
46 -----
47

48 Hon. Administrator moved forward to the approval of the minutes of the previous
49 meeting.
50

51 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**
52

53 **A. MINUTES OF THE 110th SPECIAL MEETING OF THE NTA GOVERNING**
54 **BOARD, HELD AT THE BOARD ROOM, 3F BENL-LOR BUUILDING, 1184**
55 **QUEZON AVENUE, QUEZON CITY, THIS 28 JULY 2022, AT 2:00 PM.**
56

57 Hon. Administrator asked if anybody moving for the approval of the minutes of
58 the previous meeting, reminding, however, of the existing rule that they will
59 approve the Minutes, subject to the submission by any member of any
60 correction, within 5 days from today's meeting.

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Director Serna moved for the wholesale approval of the Minutes of the said meeting, subject to the submission of any correction by any member within 5 days from today. Director Trongco, seconded the motion.

For the purpose, the NTA Governing Board adopted the following resolution, to wit:

RESOLUTION NO. 2171 - 2022

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board approves the Minutes of the 110th Special Meeting of the NTA Governing Board, held on 28 July 2022, at the NTA Board Room, 3F Ben-Lor Building, 1184 Quezon Avenue, Quezon City, subject to the submission of any correction by any Member of the Governing Board, within five days from this day’s meeting.”

UNANIMOUSLY APPROVED

He directed to move forward to the next item in the Agenda.

B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS:

The Hon. Administrator explained that as the items in the Agenda have already been discussed yesterday, to fast track everything, we can just provide the short summary of points of earlier deliberation and move for the adoption of the minutes of earlier discussion.

1. REPORT ON THE RESULT OF STRUCTURAL INTEGRITY ASSESSMENT OF THE NTA BRANCH OFFICE BUILDINGS AND FACILITIES, INCLUDING IRD/QUALITY ASSURANCE BUILDING AT THE NTA CENTRAL OFFICE

Director Casela, seconded by Director Trongco, moved for the approval of the following report of Engr. Dela Pena on the Result of Structural Integrity Assessment.

The Pointman, Engr. Abraham Dela Peña reported two (2) items:

- 1) The result of the boring test conducted by the DPWH in the NTA new building site; and,
- 2) The result on the conduct of the assessment of structural integrity of the buildings and facilities of the branch offices including the IRD/Quality Assurance Building of the Central Office.

Pertaining to the boring test, Engr. Dela Peña informed that:

- ❖ DPWH bored 6 holes, last July 19 and 29, about 15 meters deep, as required for the 15 storey building. This is the second time that boring test was done, the first one of which was prior to the design of the NTA Building.
- ❖ Per information, laboratory testing is in progress and the result of the boring test will come out after 2 to 3 weeks.

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Director Casela asked, will the construction be in accordance with the approved design. Engr. Dela Peña replied that after obtaining the result of the boring test, the DPWH engineers/technical team, the contractor and the NTA engineer and design team will meet to discuss if any variation will be necessary.

After this, the real construction will start, beginning with the foundation works.

Asked to report in the next board meeting, Engr. Dela Peña requested he will just submit report to the board when there are remarkable accomplishment already, so as not to waste the time of the board for a scanty report.

Director Casela agreed and for Engr. to report if there will be any variation to be made.

Pertaining to assessment of the structural integrity of the buildings and facilities of the branch offices buildings and facilities, Engr Dela Pena reported that:

- ❖ **Despite the earthquake that happened, there was no structural damage to the branch office buildings and facilities**
- ❖ **While there are some cracks on the wall, we cannot determine whether they are due to thermal expansion or plastering, but no structural defect.**

Repairs of the buildings may be taken from insurance. Insurance of the branch offices, however, should be upgraded so that it will not be limited to fire, but to cover all calamities.

He discussed with administrative officers to ask the GSIS what they can cover at present.

Engr Dela Peña reported a portion of a building in Batac that may cause damage to property and to life.

The area, which is being used as water collector, has already corroded. The structure has already deteriorated, with the reinforcing bars already exposed (natutuklap) and with leakage. Any time it will destruct, especially with earthquake scenario. Anytime, it may fall.

Engr. Dela Pena said, he will consult with Finance Department pertaining to funding. however, he raised the issue on legality, whether it will be okay to spend because of the existing issue with MMSU.

Director Casela directed Engr. Dela Pena to make the necessary estimate and, on the legal issue, to consult with Atty. Parado and Atty. Ambros.

Pertaining to the quality assurance building, Engr. Dela Pena reported:

- ❖ **There are chipping of tiles.**
- ❖ **There is a need to energize the equipment which has already been idle for some time and may already be out of order.**

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❖ There is also a need to repaint.

❖ There are noticeable termites which may destroy the records there.

Director Casela directed Engr. Dela Pena to prepare the plan/scope of work and budget for the purpose.

2. **REPORT/UPDATE ON THE FOLLOW-UP OF VARIOUS REQUEST FROM AGENCIES RE THE STEP:**

1) **FOLLOW-UP ON REQUEST FOR CERTIFICATE OF BALANCE OF THE NTA'S TOBACCO FUND/(SAGF 151) FROM THE BUREAU OF TREASURY**

Director Quintal moved for the adoption of the following report of Mr. Rey Aquino. Director Casela seconded the motion.

Budget Chief Rey Aquino reported he was able to talk with the staff-in charge of preparing the report, Zeus Castro, who admitted he has a difficult time generating the needed information.

Director Casela asked **when he can be expected to come up with the report. Mr. Aquino replied it cannot be determined** because of the difficulty in the reconciliation because Mr. Castro does not have a copy of the certification from BIR. and of the releases from the DBM.

Director Casela asked Mr. Aquino again how much is the estimated balance as of date, Mr. Aquino replied, about PhP92 billion, which Mr. Castro said, not far from his computation, but still need to reconcile.

Corporate Secretary volunteered the information that in the past, the NTA, on a periodic basis, requested for a **reconciliation meeting with the Bureau of Treasury and DBM. To facilitate the issuance of the certification, this may be requested by the NTA at present,**

Budget Chief agreed. He informed, however, that **he was given a reporting format/ template by the Treasury to fill up.** He will fill up and submit the form first and see whether there will still be a need for reconciliation meeting.

Director Casela directed **Atty. Parado to prepare the communication to the agencies for the purpose.** Atty. Parado said yes.

They should report again in the next board committee meeting.

3. **STATUS OF THE RELEASE OF THE QUICK RESPONSE FUND (QRF) FROM THE DEPARTMENT OF AGRICULTURE**

Director Casela moved for the approval/adoption of the discussion of the report of OIC/DAOP Palabay. Director Quintal seconded the motion.

OIC/DAOP Palabay reported that he coordinated with the DA- Regional Office I (RFO I) on the matter. He had already submitted the new budget execution documents that were required for the release.

He was informed it may be released to the region this Friday and to NTA, may be by Monday.

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He informed DA RFO I has a new Regional Executive Director, Atty Jennalyn Dapawan, who originally came from RegionIII, transferred to CAR, and, now to Region I

OIC/DAOP informed he will follow up again.

C. STATUS REPORT /UPDATE ON THE ACTIVITIES OF THE CHANGE MANAGEMENT TEAM (CMT) RE CONDUCT OF CURRENT STATE ASSESSMENT AND ORGANIZATION AND STAFFING/MANPOWER REVIEW (WORKFORCE ASSESSMENT AND PLANNING)

Director Martinez moved for the adoption of the minutes of discussion of the OIC/DASS on the Change Management Activities. Director Quintal seconded the motion.

OIC/DASS submitted a report indicating that:

- ❖ The Development Academy of the Philippines (DAP) submitted a proposal, with two (2) outputs: the **Current State Assessment and Workforce Analysis and Planning**.
- ❖ There were **three options** offered on matters of funding depending on what cost to shoulder, PhP 3.9m, PhP4.2m and PhP4.5m. The CMT **opted for the PhP4.5m**, for the DAP to shoulder all items. Participants for the workshop will be 40.
- ❖ Asked for availability of funds Budget Chief Aquino replied **there is. 75%** will be from **2022** budget; and, **25%**, from **2023**.
- ❖ The project duration will be **8 months**, starting last week of **August** and to end by **April**. Manager Benosa mentioned it may be that the implementation may be moved to January 2023.
- ❖ **Director Casela directed for the CMT to submit their action plan and recommendation, immediately for their study, and to be taken up next board meeting.**

D. ACTION PLAN FOR THE FORMULATION OF PERFORMANCE EVALUATION SYSTEM FOR MANAGERS

Director Casela moved for the approval/adoption of the report on the Formulation of Performance Evaluation for Managers. Director Serna seconded the motion.

OIC/Human Resource Management Officer V, Atty. Parado reported that, for the matter, **he already coordinated with Corplan Manager Nini Benosa**, who is in charge of Strategic Performance Management Systems.

They have outlined several consultation activities with the Deputy Administrators, Operations Group, Central Office departments and Branch Offices.

Because of the current work load, however, they agreed to undertake the process, **starting September and submit their report for consideration and approval by the board during its last board meeting of October.**

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Director Casela volunteered some valuable input, a performance contract form for managers, that the team may use in the conceptualization procedure. Atty Parado expressed appreciation of Director Casela's help.

As no more comments/objections were heard, the chair agreed to the proposed schedule.

E. REVIEW OF THE LEASE AGREEMENT CONTRACT OF THE FARMERS TRAINING CENTER COMMERCIAL STALL (CAGAYAN BRANCH OFFICE)

Director Casela announced that the proponent, OIC/Manager of Cagayan, Gilbert Taguam, submitted a report.

His report, however, did not contain the information that would answer the various questions of the Board.

Director Casela and Director Quintal moved that the discussion on the matter be deferred until the time that the proponent shall have submitted the required data/information.

F. REPORT ON THE ACTUAL IMPLEMENTATION OF THE FARM MECHANIZATION PROGRAM BY THE BRANCH OFFICES (IMPLEMENTING GUIDELINES, POLICIES, DETERMINATION OF ACTUAL NEED, ORGANIZATION AND CAPACITY BUILDING, MANUAL OF OPERATION, ACTUAL UTILIZATION, REPAYMENT, ISSUES AND RECOMMENDATION)

Director Quintal, seconded by Director Trongco, moved for the adoption of the following discussion on the implementation of farm mechanization by FTSD.

The OIC Manager of FTSD, Engr. Abella, admitted from the beginning, they were still consolidating the data that were gathered. Report is partial, as they are still waiting for the data from other branch offices.

Initially, therefore, he discussed the objectives of the project, reported the assistance given to the different branch offices for 3 releases, all of which suffered from very low repayments.

He assumed they all functioning well, as there are no reports to the contrary.

Director Quintal asked why we should go to farm mechanization when we have not settled on the wet season rice. He said first things first.

He said operations has not presented yet to the board the guidelines for the implementation of the rice program. They did not know how the management implemented the project

OIC?DAOP Palabay said they already have an implementing guidelines for rice, which initially has been shifted to the FIVMS (farm input vouchering), but due to the observation from the COA, has been shifted to providing cash assistance.

Corporate Secretary clarified that the shift was covered by referendum resolution, based on the instruction of the Hon. Secretary, after going through the consultation with the COA and legal scrubbing by Atty. Parado, with Atty. Ambros informing that the necessary measure, the tapping with a conduit bank, cannot be established in time. A copy of Referendum Resolution 017-2022 was submitted/projected.

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Director Casela earlier mentioned, the Resolution should have a collatilla, subject to the submission of implementing guidelines for approval by the Board.

Director Quintal asked what will the COA say if management is implementing without the approval of the Board? We do not know the possible consequences.

Director Quintal asked again whether the procedure is followed by all the branch offices. Director Casela followed up with the question whether the requirement of the technology is being complied with.

After answering affirmatively, he requested Corplan Manager Benosa to clarify some points, with the guidelines having emanated from her department.

Manager Benosa explained the guidelines was signed by all managers and was not submitted to the Board due to urgency. In the end, she proposed that this will be submitted to the Board for their consideration and approval again.

Director Casela directed that the copy should be emailed to the Board for their study.

Going back to farm mechanization, Director Casela noted the very low collection rate. He then moved to amend the guidelines on the portion of the repayment, that after deducting the subsidy of 40%, repayment or annual amortization will be divided equally for the period of 7 years.

Director Martinez raised the issue on what happened when the availee died. If the individual availee died, the family assumes the responsibility. For cooperatives, other coop members assume.

Director Martinez commented, the guidelines should protect the agency, but should also take pity on the family which will assume the responsibility. He proposed for a "mortgage insurance".

Director Casela asked about the reduction in the cost of production by mechanization. Engr. Abella presented the savings in labor cost for every stage of tobacco production, with a total of more than PhP45,000 for all.

Atty. Ambros asked the board what are their requirements, which is the reason why the corporate secretary did not accept yet their proposal to purchase farm machinery.

The corporate secretary replied that there are interrelated issues on the matter. First, in earlier approval it was determined that the recipients should be the block farm. There was a pilot implementation of the block farm. This pilot implementation is being studied at present.

Second, there are questions raised by the board that needs to be answered, that include compliance to implementing guidelines, determination of actual need (what they need is different than what NTA is giving, policies and manual of operations by the cooperatives, capacity building, actual utilization by the farmers, LGUs are distributing free farm machineries, other issues and recommendations.

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While we say we need to purchase early, we have to be sure the farmers or the block farms are prepared to implement the assistance of the agency. We make sure that negative experiences will not be repeated.

Director Casela asked operations to complete their report for presentation in the next board / committee meeting.

G. REPORT ON THE PILOT IMPLEMENTATION OF THE FARM CLUSTERING/ BLOCK FARMING PROGRAM BY THE BRANCH OFFICES (ACTUAL ACTIVITIES IMPLEMENTED, OPERATIONS AND ACCOMPLISHMENTS/OUTPUTS, EVALUATION AND RECOMMENDATIONS)

Director Quintal moved for the adoption of the minutes of discussion on farm clustering. Director Casela seconded the motion.

OIC/DAOP Palabay reported that there were more than 7,300 farmer-beneficiaries and some 4,900 hectares under the block farms.

He discussed the different projects implemented through the block farms such as: tobacco contract growing systems, production assistance, wet-season rice production, tobacco

Seedling production, farm mechanization, synchronized tree planting.

Other activities included the conduct of orientation seminar for the various projects and negotiation with local government units to provide assistance to tobacco farmer.

Director casela inquired that with respect to implementation, how would the accomplishment be measured in terms of impact on the lives of the farmers and in fulfilling the mandate of the nta.

There should be a way of measuring degree of performance.

OIC/DAOP Palabay replied they are still in the process of collecting the data for the purpose, that include the quantity and quality of production.

Being asked for comments, Corporate Secretary that for block farming, he is looking for two important aspects: the collective action and the professional management, especially for our corporative farming operations.

This is our value enhancement mechanism and vehicle for our self-reliance program for the farmers.

The collective engagement with the farmers towards that direction was not reflected in the report. We did not see any orientation on farm clustering/ block farming, capacitation, planning with cooperatives as a managing partner, which is a component of institutional development.

OIC/DAOP replied this ideal, this is a component of the step cannot be implemented because we have no money yet.

Corporate Secretary explained, we do not need much money yet for the initial engagement, for orienting them on what the block farming is and the

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directions for the program, business planning and capacity building. Anyway, we have initial package of assistance projects to implement.

Director Casela emphasized, it need not be intensive. There are basic things that farmers should know like what is the program all about, what is direction we are heading, what is the responsibility of the agency and what is the responsibility of the farmers/block farms.

Director Casela directed let us prepare them.

H. SUPPLY AND DELIVERY OF 40 UNITS DESK TOP COMPUTERS AND 9 UNITS LAPTOPS FOR NTA CENTRAL OFFICE AND BRANCH OFFICES, WITH AN APPROVED BUDGET FOR CONTRACT IN THE AMOUNT OF PHP,3,870,000.00

I. SUPPLY AND DELIVERY OF 37 UNITS PRINTER/SCANNER FOR NTA CENTRAL OFFICE AND BRANCH OFFICES, WITH AN APPROVED BUDGET FOR CONTRACT IN THE AMOUNT OF PHP1,741,000.00

Director Serna moved for the approval of the discussion of the request for authority to bid desk top computers and printers /scanners. Director Trongco seconded the motion.

Agenda items H and I were tackled simultaneously.

Director Casela asked whether this purchase will meet the requirement of the offices. Manager Benosa replied this will be a replacement to the old units that already passed their useful life.

Asked whether this will be the last purchase for the year, manager benosa replied. She have to verify.

Director Martinez mentioned another need- that of wi-fi for directors. Manager Benosa informed that will be under communications. She will coordinate with finance pertaining to availability of funds.

Director Serna moved for the approval of the supply and delivery of 40 units desktop computers, with an ABC of Php3.87 million and of printers and scanners with an ABC of PHP1.741 million. Director Trongco seconded the motion.

The NTA Governing Board adopted the following resolution, to wit:

RESOLUTION NO. 2172- 2022

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board approves the proposals of Management for the following purchases/projects:

- 1. SUPPLY AND DELIVERY OF 40 UNITS DESK TOP COMPUTERS AND 9 UNITS LAPTOPS FOR NTA CENTRAL OFFICE AND BRANCH OFFICES, WITH AN APPROVED BUDGET FOR CONTRACT IN THE AMOUNT OF PHP,3,870,000.00**
- 2. SUPPLY AND DELIVERY OF 37 UNITS PRINTER/SCANNER FOR NTA CENTRAL OFFICE AND BRANCH OFFICES, WITH AN APPROVED BUDGET FOR CONTRACT IN THE AMOUNT OF PHP1,741,000.00**

UNANIMOUSLY APPROVED

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3. **2ND DRY RUN OF THE 15 – MINUTE POWER POINT PRESENTATION / BRIEFER FOR PRESIDENT BBM, TO SOLICIT SUPPORT FOR THE INCLUSION OF THE BUDGET FOR THE IMPLEMENTATION OF THE STEP IN THE NEP/GAA FOR FY 2023.**

It was resolved that schedule **will be based on the availability of the Administrator.**

VI. OTHER MATTERS

A. OTHER ITEMS FOR INCLUSION IN THE AGENDA FOR THE NEXT BOARD MEETING

Director Casela recommended that the following items be included in the agenda for the next board meeting and the Hon. Administrator approved, as follows:

1. Financial Status of the NTA Kadiwa ni Ani at Kita and the Continuation of the Training on Slaughtering by TESDA, for certification purposes; and,
2. Progress/Status Report of the NTA's Scholarship Program.

B. PROPOSED SCHEDULE FOR THE 111TH SPECIAL MEETING OF THE NTA GOVERNING BOARD WILL BE ON 31 AUGUST 2022, WEDNESDAY, 2:00 PM.

Hon. Administrator announced the proposed schedule. However, the Board agreed on an earlier date, **24 August 2022** for the board meeting and a day earlier for the committee meeting.

VII. ADJOURNMENT

As there are no other matters to discuss, Director Quintal, seconded by Director Serna moved for the adjournment of the meeting.

Hon. Administrator formally adjourned the meeting at 5:45 PM.

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PREPARED AND CERTIFIED CORRECT:





REX ANTONIO P. TEOXON
Board Secretary V

ATTESTED:

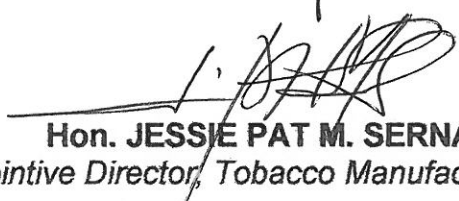
Hon. ROBERT VICTOR G. SEARES, JR.
Administrator/CEO and Vice-Chairman,
NTA Governing Board

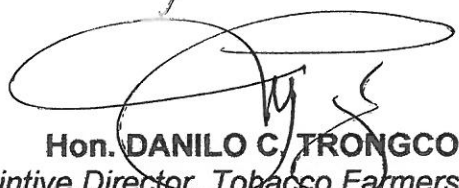
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Hon. NESTOR C. CASELA
Appointive Director, Academic Community Sector


Hon. WILFREDO C. MARTINEZ
Appointive Director, Tobacco Farmers Sector


Hon. TEOFILO R. QUINTAL
Appointive Director, Tobacco Farmers Sector


Hon. JESSIE PAT M. SERNA
Appointive Director, Tobacco Manufacturing Sector



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

VIRTUAL MEETING
Hon. WILSON R. VICTORIO
Appointive Director, Tobacco Traders/Exporters Sector

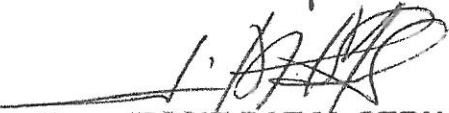
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Hon. NESTOR C. CASELA
Appointive Director, Academic Community Sector


Hon. WILFREDO C. MARTINEZ
Appointive Director, Tobacco Farmers Sector


Hon. TEOFILO R. QUINTAL
Appointive Director, Tobacco Farmers Sector


Hon. JESSIE PAT M. SERNA
Appointive Director, Tobacco Manufacturing Sector


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


Hon. WILSON R. VICTORIO
Appointive Director, Tobacco Traders/Exporters Sector



OFFICE OF THE NTA GOVERNING BOARD

**ONE HUNDRED AND TENTH (110TH) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE BOARD ROOM,
3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY
28 JULY 2022 (2:00PM)**

AGENDA

PRESENT:

Adm. ROBERT VICTOR G. SEARES, JR.-	Vice-Chairman of the Board and Administrator/CEO Presiding Officer
Dir. JESSE PAT M. SERNA	- Member, Manufacturing Sector
Dir. NESTOR C. CASELA	- Member, Academic Community
Dir. WILFREDO C. MARTINEZ	- Member, Tobacco Farmers Sector
Dir. TEOFILO R. QUINTAL	- Member, Tobacco Farmers Sector
Dir. DANILO C. TRONGCO	- Member, Tobacco Farmers Sector
Dir. WILSON R. VICTORIO	- Member, Trader/Exporter Sector

OTHERS PRESENT:

DR. GIOVANNI PALABAY	- OIC/Deputy Admin. for Operations
Ms. MA. TERESA B. LAUDENCIA	- OIC/Deputy Admin., Support Services
Ms. FORTUNA C. BENOSA	- Manager, Corplanning Department
Atty. ROHBERT A. AMBROS	- Manager, Regulation Department
Ms. DINAH E. PICHAY	- Manager, Internal Audit Service
Ms. MYRNA O. LOZANO	- Manager, Industrial Research Dept.
Engr. RANDY I. ABELLA	- OIC/Manager, F. Tech. & Services
Engr. ABRAHAM DELA PENA	- Focal Person for NTA Bldg, Const.
Atty. JUN FRED V. PARADO	- Legal Officer V, Office of the Admin.
Mr. REYNALDO AQUINO	- Chief, Budget and Cash Mgmt Division
Mr. RAMON R. MUNCAL	- Stenographer III
Mr. REX ANTONIO P. TEOXON	- Board Secretary V

HIGHLIGHTS OF THE MEETING

I. CALL TO ORDER

Honorable Administrator/CEO started off by stating that in the absence of the Chairman, he will be chairing as the Vice-Chairman of the NTA Governing Board.

As all the members were already present, he called the meeting to order earlier than the appointed time, at 1:45 PM.

He requested Atty. Jun Fred Parado to lead the opening prayer.

II. OPENING PRAYER

As has been requested, Atty. Jun Fred Parado, Legal Officer V, Office of the Administrator and concurrent, OIC/Human Resource Management Officer V, led the Opening Prayer.

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4 **III. DETERMINATION OF QUORUM**
5

6 While he said he knew everyone is present, Hon. Administrator called on the
7 Corporate Secretary to determine the quorum.
8

9 The Corporate Secretary reported that for the 110th Special Meeting of the NTA
10 Governing Board, all the appointed members are present, which include, in
11 addition to the Honorable Vice-Chairman, the Honorable Directors Nestor Casela,
12 Wilfredo Martinez, Teofilo Quintal, Jessie Pat Serna, Danilo Trongco and Wilson
13 Victorio.
14

15 "We, therefore, have a quorum" the Hon. Administrator declared.
16

17 **IV. APPROVAL OF THE AGENDA OF THE 110TH SPECIAL MEETING OF THE NTA**
18 **GOVERNING BOARD, HELD ON 28 JULY 2022, AT THE BOARD ROOM, 3/F**
19 **BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**
20

21 Moving forward, Hon. Administrator asked if anyone moving for the approval of the
22 Agenda.
23

24 Director Quintal immediately moved and Director Casela seconded the motion.
25 Hon. Administrator declared that having moved and seconded, the motion is
26 approved.
27

28 For the purpose, the NTA Governing Board adopted the following resolution, to
29 wit:
30

31 **RESOLUTION NO. 2164 - 2022**
32

33 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**
34 **THAT the NTA Governing Board approves the Agenda of the**
35 **110th Special Meeting of the NTA Governing Board, held this**
36 **28 July 2022, at 2:00 PM, at the Board Room, 3F Ben-Lor**
37 **Building, 1184 Quezon Avenue, Quezon City" .**
38

39 **UNANIMOUSLY APPROVED**
40 -----
41

42 Hon. Administrator moved forward to the approval of the Minutes of the previous
43 meeting.
44

45
46 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**
47

48 **A. MINUTES OF THE 154TH REGULAR MEETING OF THE NTA GOVERNING**
49 **BOARD, HELD ON 14 JULY 2022, AT 2:00 P.M., AT THE BOARD ROOM,**
50 **3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY**
51

52 Hon. Administrator asked for a motion for the approval of the minutes of the
53 previous meeting, following the usual rule that they will approve the Minutes of
54 the previous meeting, subject to the submission of any correction by any
55 member, within 5 days from this meeting, today.
56

57 Director Quintal moved for the approval of the Minutes of the 154th Regular
58 Board Meeting, subject to the submission of any correction by any member
59 within 5 days from today. Director Serna seconded the motion.
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4 For the purpose, the NTA Governing Board adopted the following resolution, to
5 wit:
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8 **RESOLUTION NO. 2165- 2022**

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10 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,**
11 **THAT** the NTA Governing Board approves the Minutes of the
12 154th Regular Meeting of the NTA Governing Board, held on
13 14 July 2022, at the NTA Conference Room, 3F Ben-Lor
14 Building, 1184 Quezon Avenue, Quezon City, subject to the
15 submission of any correction by any Member of the Governing
16 Board within five days from this meeting (today)."

17 **UNANIMOUSLY APPROVED**
18 -----
19

20 He directed to move forward to the next item in the Agenda.
21

22
23 **V. FOR APPROVAL/CONFIRMATION/CONSIDERATION:**
24

25 Hon. Administrator asked the Corporate Secretary to introduce every item in the
26 Agenda. He emphasized the items have already been thoroughly discussed in the
27 committee meeting earlier, provided the summary of discussions and elicited
28 further comments/deliberation, then, asked for a motion for approval and
29 resolution, as may be necessary.
30

31 **B. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETINGS:**
32

- 33 **1. REPORT UPDATE (IF ANY): MONITOR OF THE IMPLEMENTATION OF**
34 **THE PHP200M/ PHASE I CONSTRUCTION OF THE NEW NTA BUILDING**
35 **BY THE DPWH-NCR -**
36 **❖ PRESENTATION OF THE MILESTONE ACTIVITES AND TIMETABLE,**
37 **BASED ON THE PERT-CPM (PROJECT EVALUATON AND REVIEW**
38 **TECHNIQUE-CRITICAL PATH METHOD)**
39

40 Earlier the Pointman, Engr. Abraham Dela Peña reported that:

- 41
42 **1. He already requested for the PERT-CPM from the DPWH-NCR but was**
43 **not yet given a copy.**
44
45 **2. This is supposed to be included, as a standard requirement, but has not**
46 **been included in the bid documents that was provided earlier to the**
47 **NTA. He said we do not understand the procedures and requirements of the**
48 **as the implementing agency in this respect.**
49

50 Since this is beyond our control, he said he **will just exert his best effort to**
51 **secure a copy** and will inform the Board as soon as the same shall have
52 been obtained.
53

54 Complementary to the above, the Hon. Administrator informed that he inspected
55 the construction site the day before and **was able to witness the conduct of**
56 **boring test being conducted by the DPWH-NCR.** They bored five holes in
57 strategic places of the construction site.
58

59 He instructed Engr. Dela Peña to report on the result of and report on the
60 boring test in the next Board Meeting (August 11, 2022). 

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Director Casela commented that the PERT-CPM could have provided the data on the distribution/ utilization of the Php200million on the various expenses over the period, construction materials, labor and others, which will be the basis for the monitoring of the project. Noted on that said the Hon. Administrator.

Additionally, as an urgent matter in connection with the earthquake that just occurred, is for us to authorize Engr. Abraham Dela Peña to travel to the provinces/branch offices to assess the structural integrity of all the NTA buildings and facilities, including the CO buildings/IRD Quality Assurance Building.

To facilitate accomplishment of task, he will also be authorized to constitute a team to help him in the assessment, and to use official vehicle for their travel.

Director Trongco seconded Administrators move, alongside his request to be permitted to be allowed to go with the team, especially in his province of Abra.

Hon. Administrator agreed, with the instruction that the members of the Board may join the team in their respective provinces.

To this effect, the NTA Governing Board adopted the resolution, as follows:

RESOLUTION NO. 2166- 2022

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT the NTA Governing Board authorizes Engr. Abraham Dela Peña as follows:

- 1. To travel to the different to the different branch offices to assess the structural integrity of the NTA buildings and facilities, including the NTA IRD/Quality Assurance Building at the Central Office;
- 2. To facilitate accomplishment tasks, he shall be authorized to constitute a team to help him in the conduct of structural integrity assessment and to use official vehicle for their travel.

The members of the Board may join the team in the conduct of structural integrity assessment in their respective provinces.

UNANIMOUSLY APPROVED

2. REPORT/UPDATE ON THE FOLLOW-UP OF VARIOUS REQUEST FROM AGENCIES RE THE STEP:

- a. LETTER TO THE NEW SECRETARY OF BUDGET AND MANAGEMENT, HON. AMENAH F. PANGANDAMAN, REQUESTING FOR ASSISTANCE RE INCLUSION OF THE BUDGET FOR THE STEP IN THE NATIONAL EXPENDITURE PROGRAM (NEP) FOR CY 2023
- b. REQUEST FOR CERTIFICATE OF BALANCE OF THE NTA'S TOBACCO FUND/SPECIAL ACCOUNT IN THE GENERAL FUND (SAGF 151) FROM THE BUREAU OF TREASURY



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4 Hon. Administrator called to report Corplan Manager F. Benosa, who
5 informed the Hon. Governing Board that she submitted a Memorandum
6 report, which in resume, indicated as follows:
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1. She had already submitted the letter to the new DBM Secretary, Amenah Pangandaman, seeking her assistance for **the inclusion of budget** for the first year of the implementation of the **STEP, under Tier 2**, amounting to **PhP2.7Billion**, in the National Expenditure Program (NEP) for 2023;
 2. NTA has already received a letter from the DBM informing about its **approval of the Tier 1 Budget of the NTA** in the amount of **PhP550.50Million**, subject to confirmation;
 3. As the requirement for confirmation is immediate, the NTA, through a letter signed by the Hon. Administrator, **has already confirmed the Tier 1 budget, with the reiteration of its request/appeal for the inclusion of the budget for the STEP, under Tier 2, in the NEP for FY 2023.**
 4. She informed finally that just recently **DBM called to clarify on the amount being appealed.** Manager Benosa informed that this is not a new request, but the same amount that was originally submitted. It seems to indicate that the request is being considered.

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As to the request for the Official Certification of the Net Balance of the NTA's Tobacco Fund/ Special Account in the General Fund (SAGF 151) from the National Treasury, he requested Budget Chief Rey Aquino to give the report.

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Budget Chief Aquino informed that this still subject to follow up with the National Treasury, which has been faced with difficulty in its preparation because of the generation of information pertaining to the DBM's releases directly to the MDS (Modified Disbursement System) Account of the agency.

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In the absence of the Official Certification from the Treasury, however, the agency prepares/ uses its own computation of the net balance, based on the Official Certification of the NTA's share from the Bureau of Internal Revenue against the DBMs releases to the NTA under its MDS account, which as of June 15 2022, amounted to PhP92.30 billion.

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Hon. Administrator instructs that the figure should be incorporated in the Briefer/ Power Point Presentation for the President. Manager Benosa informed that this is already incorporated.

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Manager Benosa projected that pie chart for the net balance. It was suggested that the amount being requested for the STEP of PhP2.7 billion be incorporated, too, to show how little it is against the total balance. Manager Benosa said yes.

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3. STATUS REPORT /UPDATE ON THE RELEASE TO TOBACCO FARMERS OF THE FOLLOWING:

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56


a. EMERGENCY CASH ASSISTANCE (ECA) FROM THE DBM

57
58

c. QUICK RESPONSE FUND (QRF) FROM THE DA / RFO - I

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Hon. Administrator introduced this has been thoroughly discussed in the committee meeting this morning. The disposition of the ECA in consideration of the disaster



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4 /earthquake that just occurred in the North. He noted that he postponed the
5 committee meeting yesterday so that the concerned can attend to their families.
6

7 Hon. Administrator announced that the **PhP50 million ECA**, courtesy of Senator
8 Bongo, during the previous Administration, **has already been credited to the NTA**
9 **by the DBM last Monday. The release has been stalled, so "talagang may**
10 **kalalagyan ito".** It is not our fault that the result was delayed. The disaster has just
11 struck. **We can make use of the money, some sort of a reprogramming of use**
12 **for emergency assistance, duly emphasizing the extreme urgency of providing**
13 **assistance to those who were affected.**
14

15 Hon. Administrator, therefore, announced that the ECA, in the amount of PhP50
16 million, will be divided equally among the affected provinces which he enumerated to
17 include Pangasinan, La Union, Ilocos Sur, Ilocos Norte, Abra, Cagayan and Isabela.
18 **Explicitly stated, Visayas and Mindanao provinces will not be included.**
19

20 In the presence of the whole board and all of the gentlemen, the Hon. Administrator
21 called for the discussion, starting with OIC /DAOP.
22

23 OIC/DAP recalled that the ECA was originally intended for more than 16,000 farmers
24 affected by freak rains, in January and February this year. Each of them will receive
25 PhP3,000.00 in cash. **With the recent calamity, beneficiaries will be expanded to**
26 **cover all others.** The total number of registered tobacco farmers is more than
27 40,000. Hon. Administration said **we emphasized registered farmers to**
28 **encourage farmers to register.** If Mindanao and Visayas farmers will not be
29 included, **the total will just be about 34,798 farmers.**
30

31 Director Trongco emphasized that Abra was most affected and Pangasinan was not
32 affected by the earthquake, the Administrator replied that the other time Pangasinan
33 and the Ilocos were the ones affected by freak rains and Abra was not. **We cannot**
34 **adopt a discriminatory policy. The assistance will be for all who at one time**
35 **suffered from the natural calamities but were not given assistance yet, and**
36 **amount will be at a uniform rate for all. This will balance off everything.** Hon.
37 Administrator directed to get the numbers.
38

39 How much will each farmer receive from the PhP50Million ECA fund, the Hon.
40 Administrator asked. Initial computation indicated that each of the total of 34,798
41 farmers will receive **PhP1,437.00.** Hon. Administrator asked again how much will be
42 needed if we make it **PhP1,500.00 each.** The new computation amounted to
43 **PhP52,197,000.00.**
44

45 Where are we going to source the amount, the Corporate Secretary volunteered the
46 information, from the Agency's **Risk Management/Mitigation Budget.** We will ask
47 the Budget Chief or the Corplan Manager if she has a copy of the COB (Corporate
48 Operating Budget) the Board just approved for 2022. Budget Chief informed, we
49 **have PhP4 million.**
50

51 Hon. Administrator declared we can **give some more, like the employees of the**
52 **branch offices who were affected, too, so that they will be inspired to**
53 **distribute.** It will, however, be in the form of 'food packs' – rice, sugar, etc.
54

55 When the Hon. Administrator quipped let us spend the amount, the Corporate
56 Secretary cautioned, we are only half-way through the year. Hon. Administrator
57 asked how much is the retention for risk management fund (just like the LGUs). The
58 answers varied from five to thirty per cent. The Hon. Administrator declared to **retain**
59 **20%. The net amount for distribution therefore will be PhP1,003,000, deducting**
60 **the additional amount for the ECA and the reserved amount of PhP800,000.00.**

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4 The amount for the **568 employees**, per OIC/HRMO V, **permanent/regular and job**
5 **orders**, per Hon. Administrator, will be **PhP1,765.85 each**. Hon. Administrator
6 instructed to **make it PhP1,500.00 each**, in the form of food pack, he reiterated.
7

8 Let us **distribute right away, within next week, starting Monday**. The prioritization
9 of releases, Hon. Administrator declared after lengthy deliberation, was those
10 affected by freak rains and earthquake, TCGS cooperators, most active farmers, less
11 active farmers and all others.
12

13 Hon. Administrator asked for a motion. Director Casela moved and Director Quintal
14 seconded the motion to approve the proposal as discussed.
15

16 The NTA Governing Board adopted for the purpose, the following resolution, to wit:
17

18 **RESOLUTION NO. 2167 – 2022***
19

20 **“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT**, in
21 consideration of the extreme urgency of need, the NTA Governing Board
22 approves to provide assistance to those who were adversely affected by
23 the natural calamities, as follows:
24

- 25 1. To provide Cash Assistance, in the amount PhP1,500.00 each to all
26 the Registered Tobacco Farmers, as validated by the Branch Offices,
27 for the provinces of Aba, Ilocos Sur, Ilocos Norte, La Union,
28 Pangasinan, Cagayan (branch coverage) and Isabela (branch
29 coverage);
30

31 The amount will come form the Emergency Cash Assistance (ECA)
32 of PhP50 million from the DBM, to be complemented by the funds
33 from the Risk Mitigation/Management of the Agency; and,
34


- 35 2. The above assistance should be released with dispatch, within next
36 week, starting Monday.
37

- 38 3. The OIC/Deputy Administrator for Operations shall be primarily
39 responsible for the formulation of the Implementing Guidelines,
40 subject to the approval by the Administrator/CEO and Vice-Chairman
41 of the NTA Governing Board.
42

43 **UNANIMOUSLY APPROVED**
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45

46 We will inform the Hon. Congressman Sandro Marcos and Hon.
47 Senator Bong Go of the distribution of the ECA to farmers.
48

49 In addition to the ECA, it becomes timely, too, to release the QRF to the
50 farmers On the QRF, OIC/DAOP Palabay informed that Usec COS Leo
51 Sebastian has been designated as the Undersecretary for Operations. He can
52 be requested to facilitate the release of the QRF in view of the recent calamity.
53

54 Hon. Administrator directed, we will inform the Hon. Usec/COS Leo
55 Sebastian re the above and at the same time request for the immediate
56 release of the QRF for the additional benefit for the farmers.
57 

58
59 *with post board meeting deliberation/ enhancement.
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4 **C. STATUS REPORT /UPDATE ON THE ACTIVITIES OF THE CHANGE MANAGEMENT**
5 **TEAM (CMT) RE CONDUCT OF CURRENT STATE ASSESSMENT AND**
6 **ORGANIZATION AND STAFFING/MANPOWER REVIEW (WORKFORCE ASSESSMENT**
7 **AND PLANNING)**
8

9 OIC/DAOP Palabay, the Vice-Chairman of the CMT, in place of the Chairman,
10 informed that, pertaining to earlier discussion on manpower, they have already
11 started with the **demand and supply analysis**. This, however, as required, will be
12 part of our engagement with the Development Academy of the Philippines (DAP).
13

14 He informed that **DAP offered the NTA three (3) alternative packages** to choose
15 from, amounting to PhP3.7 million, PhP4.2 million and PhP4.5 million, depending
16 on which activity and/expense item to shoulder (professional fee, workshop
17 /conference cost, logistics, administrative support, etc) .
18

19 **The CMT is till preparing for their response.** The project will be undertaken in
20 about four months.
21

22 **The Corporate Secretary clarified that we need not wait for the DAP to finish**
23 **its report which will take some time.**
24

25 We have already to prepare for the Tobacco Season 2022-2023 which will start
26 mid-September with seedling production activity.
27

28 Director Casela remarked, **"What good is the budget if you have no**
29 **implementor?"**
30

31 OIC/DAOP Palabay explained that **they have already the staffing pattern.** The
32 GCG (Governance Commission for GOCCs) requires that the CSA (current state
33 assessment) and the WAP (work force analysis and planning) must be conducted
34 by a third party, in our case the DAP.
35

36 In reply to Director Casela's inquiry, OIC /DAOP Palabay answered, they have
37 **already considered in the staffing the requirement for the implementation of**
38 **the STEP**, which will provide the good justification for the approval of the staffing.
39

40 The Status Repot and Action Plan Report will be discussed by the CMT in the next
41 Board Meeting.
42

43 **D. PROPOSED INCLUSION OF PLANTILLA POSITIONS OF BRANCH SECRETARY,**
44 **TOBACCO PRODUCTION AND REGULATION (TPRO) III AND AGRICULTURIST II,**
45 **FOR CAGAYAN BRANCH OFFICE.**
46

47 Hon. Administrator introduced the item and called on the OIC/Human Resource
48 Management Officer V, Atty. JF Parado, to report.
49

50 Atty. Parado informed that, Initially, he examined the distribution/composition of
51 staffing among the branch offices and noticed that **there were no such positions**
52 **in the Cagayan Branch office.** He added the matter **will be referred to the**
53 **Change Management Team for its study and disposition and appropriate**
54 **action.** He then requested the OIC/Branch Manager Gilbert Taguiam to explain
55 his proposal, who expounded on the need for same for the operations by the
56 Cagayan Branch Office.
57

58 At this juncture, however, the Corporate Secretary interjected. On the question
59 why these positions were not available for the Branch Office, he volunteered the
60 information that during the NTA's corporate streamlining/refocusing in 2007,
61 **Cagayan BO was among the branch offices that were found to have no more**

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4 administrative viability. Its area coverage was less than 1,000 hectares and
5 continued to reduce due to inundation of planting areas. The other Branch
6 Offices were Cagayan De Oro in Mindanao and Iloilo Branch for the Visayas,
7 which area wise were a lot better off than Cagayan. The retention of the Cagayan
8 Branch Office was due to **courtesy of the Divine Providence**, with the political
9 element then. We had a very hard time appealing with the DBM. The Branch
10 Office was retained, just to be retained as a Branch Office but with a minimal
11 staffing complement. We were not able to justify Cagayan de Oro and Iloilo.
12

13 The OIC Manager clarified that its present area is only about 300 hectares,
14 (which is far worse that its area in 2007 of more than 700 hectares).
15 OIC/Manager however justified that the lone tobacco buyer firm is looking for
16 1,000-hectare planting area this coming season, so the need for the increase in
17 the staffing.
18

19 He appealed for the retention of the Cagayan as a branch office. The
20 Corporate Secretary replied, we are not discussing about the streamlining yet, only
21 about the staffing request which will be referred to the CMT, as this will be part of
22 the manpower/workforce assessment and planning.
23

24 Before Director Casela will discuss his piece, he called on the Abra OIC Manager
25 Joe Taclas for his comment/request.
26

27 **Abra OIC /Manager Joe Taclas**, whose statement was later confirmed by Director
28 Trongco, discussed the special requirement of Abra which has a very difficult
29 terrain, covering a widely dispersed mountain area. This is unlike the Ilocos
30 areas which are highly accessible and almost adjacent to one another.
31

32 This will be taken cared of in the work force, because looking at it, as of last
33 evaluation, the Extension workers were not even able to meet the minimum
34 coverage requirement, when they requested for an increase in the TEV.
35

36 At this juncture, Director Casela reiterated the need to implement a
37 Performance Evaluation System (for Managers and personnel), to come up with
38 performance targets so that we can rationalize deployment and we can define
39 the parameters which should be the same for all. There will be no disparity in
40 measuring performance for all Managers and personnel involved.
41

42 The Corporate Secretary said that Director Casela's statement should already
43 be taken as an information/instruction to the responsible unit and official, the
44 Administrative Department, with the Human Resource Management Officer V, in
45 charge of performance evaluation, who is already here present. The proposed
46 performance evaluation system should duly consider and be integrated with
47 the IPCRs and OPCR (Individual/Office Performance Contract Report) under the
48 Strategic Performance Management System/Quality Management System of
49 the Agency.
50

51 The item was requested to be deferred for discussion for the next Board Meeting
52 in August.
53

54 **E. REVIEW OF THE LEASE AGREEMENT CONTRACT OF THE FARMERS TRAINING**
55 **CENTER COMMERCIAL STALL (CAGAYAN BRANCH OFFICE)**
56

57 Hon. Administrator called on Atty. Parado to present the proposal. He, however, asked
58 the proponent, OIC Manager Gilbert Taguam, to present his justification, with the
59 guidelines to provide the answer to his questions – what will be the return on
60 investment, how much will be the income/revenue and will it be for the best interest
61 of the Agency?

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4 OIC Manager Taguiam reported that they have already inaugurated the Farmers
5 Training Center, especially the Commercial Stalls. He said that they can now start the
6 operations. He noted that NTA's stalls are strategically located, near the colleges
7 and the commercial establishments.
8

9 He informed that there are a lot who signified their intention to rent the commercial
10 stalls. They also have already conducted a survey on the rental rates on the
11 surrounding stalls, which is between PhP235 to PhP400 per square meter.
12
13

14
15 Director Casela inquired whether the rates are for old or new stalls, as a basis for setting
16 the minimum rates, also, taking into account the statement that there are a lot of
17 interested individuals to rent the NTA's commercial stalls. OIC Manager Taguiam said it
18 is just about the same for all.
19

20 Similarly, Director Martinez about the interested individuals so that you can come up
21 with the rates. He asked, why can't you raise the rates?
22

23 OIC Manager Taguiam replied it was not decided yet, but in any case it will be
24 reasonable and that their recommendation will be to the advantage of the agency.
25

26 When asked about the payback period, OIC Manager Taguiam requested Engr. Abe
27 Dela Peña to answer.
28

29 When asked about how will this affect our basic requirement (or services), OIC Manager
30 Taguiam replied that services they will not be affected as they are separate from all
31 others, and specifically allocated for commercial purposes.
32

33 Director Casela said somebody whispered how many of the employees are about to retire.
34 He said 5. That will be in addition to those who were interested
35

36 OIC Manager confessed that among the interested parties are present and near-future
37 retirees of the NTA and a director's pamangkin. He emphasized however that the Branch
38 will charge appropriate rate.
39

40 *"Ito na ang pinakamagandang stalls compared with the stalls around. We were*
41 *screening the qualification of potential renters."*
42

43 They noted that this is one of the best commercial stalls in the area, measuring about 32
44 square meters (8m x 4m) each, which is very good for commercial renters.
45

46 Director Victorio explained that this is highly commercialized, being strategically
47 located, being within the area where big establishments are, there is a hospital, near
48 the big bridge, passage way through the airport and converging point of those
49 coming from Tuao, Enrile, Tabuk and a lot others areas.
50

51 Director Casela moved that the treatment of the proposal will be deferred, for the next
52 Board Meeting (11 August 2022), subject to the submission of evaluation and
53 recommendation by Atty. Parado, in which connection the submission of the required
54 information by OIC Manager Taguiam.
55
56

57 **F. REQUEST OF THE "NEXT BETTER THING INCORPORATED" FOR A REVISION OF**
58 **FEE FOR SNUS TOBACCO**
59

60 Hon. Administrator called on the Regulation Manager, Atty. Ambros, to present his
61 report.
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4 Atty. Ambros informed that Snus was imported into the Philippines in 2019. It is a
5 **smokeless tobacco which is placed in the gums, a la chewing tobacco**, (but
6 not chewed), **where its nicotine was released**. Each piece weights only 1.08
7 grams, which is a lot lighter compared with cigars, which weights 2.8 grams
8 apiece. Because of this, the "Next Best Thing Incorporated" is requesting for a
9 **reduction in the Monitoring, Supervision and /or Evaluation fee charge from**
10 **the present Php0.24/piece to Php0.003/ piece**, which is the equivalent amount
11 **being charged to cigarettes that is of the same weight as the product (snus)**.
12

13 Atty. Ambros added that as this not being smoked, this is said to be **less**
14 **dangerous, based on clinical studies conducted by the WHO** (World Health
15 Organization).
16

17 In connection with the foregoing, **Atty. Ambros recommended for the approval**
18 **by the Hon. Governing Board of the company's request; and, also requested for**
19 **authority for Hon. Administrator/CEO to sign the amended Memorandum**
20 **Circular to this effect**.
21

22 Almost at the same time, the Hon. Administrator and Director Martinez asked for
23 the sample of the product, which Atty. Ambros displayed on line, still placed in its
24 **container can (a la valda pastilles)**. When placed in the gum, the nicotine will be
25 released to the nerve endings which will somehow heat the body. **The snus piece**
26 **will remain in the until the time that the taste has expired (wala nang lasa)**.
27

28 Asked whether he has tasted it, Atty. Ambros said yes, saying it is so strong
29 compared with cigarettes, which is smoked, inhaled and goes to the lungs. Snus is
30 placed in between gums and the effects go through the nerve endings, which
31 **nicotine "kick" is quite strong. "Malakas, mahihilo kaagad kayo"**, Atty.
32 Ambros informed.
33


34 For her part, IRD Manager, Myrna Lozano, remarked Snus is not categorized with
35 smoking. She advised "*Pagalaran muna natin*". She declared that there is no safe
36 tobacco products. **If cigarettes can give you lung cancer, snus can give you**
37 **mouth or oral cancer**. There is no proof that this is safer than cigarettes so we
38 have to be cautious (hinay-hinay lang) in its approval.
39

40 Atty. Ambros informed further that there are **only three importers** in the
41 Philippines, one of which is for personal consumption. The volume being imported
42 is very small and therefore the **reduction in the agency's income will amount**
43 **only to Php42,000 a year**, which be not a dent in the more than Php130? million
44 income of the agency. **It will also not affect the government's excise tax**
45 **collection which 40% will go to the LGUs**.
46

47 With Director Martinez's inquiry as to its acceptance to other countries, Atty.
48 Ambros replied that the product is **popular in Sweden and Switzerland and**
49 **banned in the other parts of Europe**.
50

51 Locally it's the expats staying in the Philippines that are consuming the product,
52 only a limited market at present. **The product expires fast, in only three**
53 **months**. The volume being **what can be consumed within three**
54 **months**.imported, therefore, is
55

56 Director Trongco inquired whether this passes through the FDA. Manager Lozano replied
57 no, as the NTA is the sole regulatory agency on tobacco.;
58

59 Director Casela queried **as to what type of tobacco is used**. He said we should
60 know so that if it can be grown locally, that will be beneficial to the farmers. It is 

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3 **halo-halo, different types, but air-cured types, burley and native.** Atty.
4 Ambros added, it is not yet determined whether ULPI produce is used. We can
5 ask the exporters if local tobacco is used to help our farmers in producing the
6 tobacco that is needed.
7

8 In the meantime that we have not determined, therefore, **we can adopt the**
9 **revised rate and we can adjust later on when the demand for the crop shall**
10 **have increased.**

11
12 Director Casela proposed that for practicality and integrity, since this is
13 introductory, **we approve the revision to the level of cigarettes.** We can amend
14 **later on based on the result of the research to be conducted.**
15

16 Asked whether fractionation can be done, as previously undertaken by the old IRD
17 for cigarettes, Manager Lozano and Atty. Ambros said it cannot be as it is purely
18 black and appears like paste. ULPI export may be used but cannot be ascertained
19 as this is part of the trade secret.
20

21 The Committee Chair for Research and Extension, Director Quintal agreed to
22 Director Casela's proposal but with the **colatilla** that along the way, through the
23 years, to **conduct research on the component**, so that we can determine if there
24 is an **opportunity for the farmers to produce the crop** and provide the **basis for**
25 **adjustment in rates** as demand for the product shall have expanded.
26

27 The Corporate Secretary emphasized the **specific portion, line and section**, of
28 the Memorandum Circular to be amended, and only for the Snus, as proposed.
29

30 Atty. Ambros replied, to be amended are Section 5, sub-sections 3 (a) 1.2 and 3
31 (b) 1.2 that includes snuff/chewing/cheroots and the likes. Director Casela,
32 countered that we may be questioned later on for granting all others, when snus is
33 the only one being requested, why include the rest. **Snus, therefore, should be**
34 **separated as a 4th category.** Atty. Ambros agreed, clarifying, therewith, that
35 **nicotine pouch belong to the same category** and was mentioned/included in
36 the discussion in the company's letter request.
37


38 Atty. Ambros ended by saying that the resolution should include the granting of
39 authority to the Hon. Administrator/CEO and Vice-Chairman of the NTA Governing
40 Board to sign the Amended/Amendatory Memorandum Circular for the purpose.
41

42 In addition to the Chair of the **Research and Extension**, the Chairmen of the
43 other Committees, **Corporate Responsibility**, Director Serna, and **Trading**
44 **Operation and Regulation**, Director Victorio, **expressed their agreement** to the
45 above proposal/ motion to approve.
46

47 For the purpose therefore the following resolution was adopted by the NTA
48 Governing Board, to wit:
49

50 **RESOLUTION NO. 2168 - 2022**

51
52 **"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT** the
53 NTA Governing Board approves the recommendation of Management to
54 grant the request of the "Next Better Thing Incorporated, for the **reduction**
55 **of rate of monitoring, regulation and/or evaluation fee for the**
56 **snus/nicotine pouch from the present PhP0.24/piece to**
57 **PhP0.003/piece, (the level of cigarettes, which is its equivalent in weight**
58 **at 2.24 grams apiece, only), amending, therefore, Section 5, sub-**
59 **sections 3 (a) 1.2 and 3 (b) 1.2 of Memorandum Circular No. 002,**
60 **series of 2020.**



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2 Provided, however, that attendant research shall be conducted
3 along the way to determine whether local farmers shall have the
4 opportunity to produce the tobacco that shall be needed for the product
5 and to determine possible adjustment in fee, as demand for the
6 product shall have expanded.
7

8 The Honorable Administrator/CEO and Vice-Chairman of the
9 NTA Governing Board is hereby authorized to sign the Amendatory
10 Memorandum Circular for the purpose.
11

12 UNANIMOUSLY APPROVED
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15
16 **G. RESPONSE OF THE MMSU TO THE NTA BOARD RESOLUTION NO. 2153-2022 (WIN-
17 WIN SOLUTION/ARRANGEMENT OFFER, AS CONFIRMED BY THEN HON.
18 SECRETARY OF AGRICULTURE/CHAIRMAN OF THE NTA GOVERNING BOARD)**
19

20 As requested, Corporate Secretary introduced the item. Hon. Administrator called Atty.
21 Parado to report.
22


23 Atty. Parado informed that NTA received a letter from the President of the Mariano
24 Marcos State University (MMSU), dated 20 July 2022, pertaining to NTA's Board
25 Resolution No. 2153-2022, approving the "win-win solution" arrangement, to the
26 impending dispute with the university over NTA's property, particularly NTA/PTRTC
27 Building complex and Tabug (experimental farm /station), in response to NTA's letter of 05
28 July 2022.
29

30 In brief, the letter says that the University Board of Regents (BOR) convened las 18
31 June 2022 and deliberated on the matter. The BOR decided and resolved to reject the
32 proposal offered by the NTA Board set forth in the above Resolution. The BOR
33 reasserts its absolute right over the building complex and landholdings.
34

35 The Board reacted that as far as NTA is concerned it already exerted its best effort to
36 offer the win-win solution. It recalled that it was the initiative of MMSU President,
37 through a letter to the Hon. DA Secretary and Chairman of the NTA Board to prevent an
38 impending legal dispute between the agencies. Hon. Secretary guided, persuaded NTA
39 to meet with the MMSU. Because of the intermediation of the Hon. Secretary and the
40 able facilitation by the Hon. Undersecretary and Chief of Staff, Dr. Leocadio Sebastian,
41 and DA/Osec Legal Service Director, Atty. Armando Crobalde, NTA practically acceded
42 to the propositions of the MMSU representatives led by its President, to forge a win-
43 win solution, which was confirmed by the Hon. Secretary, which the NTA Governing
44 Board finally ratified and formally offered to the MMSU, for confirmation/ ratification by
45 its BOR. It is just that the MMSU BOR failed to appreciate and did not take these into
46 consideration.
47

48 With BOR's outright rejection, casting aside the foregoing efforts, the Board asked what is
49 now NTA's action. Atty. Parado quipped "Back to Square 1". We are constrained to go
50 back to where we came from. We have to adopt the original status quo position, while
51 exploring possibilities for possible amicable settlement, outside of the court,
52 judicial intervention, as much as possible. "We have to reassert our ownership over
53 the property on the strength of the Deed of Exchange, entered into between the
54 respective heads of the agencies, NTA Administrator and MMSU President, and ensuring
55 agreements that confirms, strengthen NTA's right over the property.
56

57 This suggestion however is subject to the recommendation of the Board Committee and
58 formal ratification/adoption by the whole NTA Governing Board.
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2 The Board noted as this is a civil case, which Atty. Parado confirmed, we can anticipate a
3 **protracted legal battle.** In this regard, Atty. Prado informed that early on, we have
4 **already filed a quieting of titles.**
5

6 Director Casela asked about **PhilRice.** It will be status quo, too, according to Atty.
7 Parado. Director Casela asked again **who will be the plaintiff in the case.** Atty. Parado
8 replied, **it will be NTA** if it is filing the case. We maintain the status quo in the meantime.
9

10 However, **NTA is obliged to come up with a response where we have to reiterate our**
11 **rights to the subject properties and related position on the issue.** As the MMSU is
12 claiming its rights, the Board asked, **have we examined the documents** that we have
13 and **how strong are they to support our claim.** Can we secure additional documents?.
14 Atty. Parado responded we can always request but will they provide us with the
15 documents. Experience proved that in the earlier case, MMSU did not inform the Hon.
16 Secretary of the Deed of Exchange as this will be in favor of the NTA and will work against
17 their claim.
18

19 How about the **issue on MMSU's unilateral decision on the properties in dispute,**
20 **without informing the NTA.** This appears to be in violation of earlier agreement and,
21 viewed wholly, **would tantamount to disrespect of NTA's rights,** and a **provocation,**
22 **necessitating appropriate action. This should not be tolerated any longer.**
23

24 With the Hon. Administrator's asking for a move pertaining to the NTA's position as
25 discussed, Director Martinez moved and Director Casela seconded the motion to approve.
26

27 The NTA Governing Board adopted the following resolution for the purpose:
28

29 **RESOLUTION NO. 2169 – 2022**
30

31 **RESOLVE AS IT IS HEREBY RESOLVED, THAT** in the face of the
32 outright rejection of the NTA Board Resolution No. 2153-2022, offering to
33 MMSU a win-win arrangement to amicably settle the issue on the ownership of
34 the NTA/PTRTC properties, by the MMSU Board of Regents (BOR), failing to
35 appreciate, therefore,
36

37 ❖ the earlier initiative of the MMSU President to amicably settle the
38 impending legal dispute seeking, therewith, the assistance of the Hon.
39 Secretary of Agriculture and Chairman of the NTA Governing Board;
40

41 ❖ the intermediation of the Hon. Secretary of Agriculture and the able
42 facilitation by the Hon. Undersecretary and Chief of Staff, Dr. Leocadio
43 Sebastian and DA/Osec Legal Service Director, Atty. Armando Crobalde;
44 and, that
45

46 ❖ the NTA, as has been guided, persuaded by the Hon. Secretary of
47 Agriculture, has exerted its very best efforts and practically acceded to the
48 propositions of the MMSU representatives, led by its President, to forge a
49 "win-win arrangement" to settle the issue with MMSU, the resulting
50 agreement from which which was confirmed by the Hon. Secretary of
51 Agriculture and ratified by the NTA Governing Board,
52

53 **NOW, THEREFORE,** with the MMSU BOR having practically cast aside the
54 foregoing,
55

56 1. NTA has no other option but to go back, to re-adopt its original "Status
57 Quo" position that was earlier forged with the MMSU, while exploring other
58 avenues for the settlement of dispute, as much as possible, amicably,
59 without judicial or court intervention; and therefore,
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2. It will assert its absolute right to the ownership of the properties in dispute, on the basis of existing laws and jurisprudence and on the strength of documentary evidences;
 3. This time, however, it will no longer tolerate any unilateral action or decision of the MMSU over the said properties, which, viewed wholly, would tantamount to utter disrespect of NTA's rights (and best efforts to settle amicably) and provocation, necessitating its appropriate action.
 4. A copy of this Resolution be furnished the MMSU for its information and guidance.

14 UNANIMOUSLY APPROVED

18 Hon. Administrator asked whether the Hon. Usec/COS knows this. Atty. Parado informed the Hon. Usec/COS was not furnished a copy of the MMSU's letter. Hon. Administrator instructed, let us write Hon. Usec/COS Leo Sebastian. Atty Parado replied, "Yes, Sir."

24 **H. 2ND DRY RUN OF THE 15 – MINUTE POWER POINT PRESENTATION / BRIEFER FOR PRESIDENT BBM, TO SOLICIT SUPPORT FOR THE INCLUSION OF THE BUDGET FOR THE IMPLEMENTATION OF THE STEP IN THE NEP/GAA FOR FY 2023.**

28 Hon. Administrator asked whether the former participants, that included the Members of the Governing Board, have already submitted their comments/recommendations to the initial draft, as inputs for the revision.

32 Corplan Manager Benosa informed that **only one submitted**, IRD Manager MO Lozano, as of date. In any case, she informed they **already introduced some revisions/corrections, on the basis of the initial observations** given during the trial run.

37 One important revision is the **inclusion of the pie chart on the Net Balance of the NTA's Tobacco Fund**, based on the Official Certification of the NTA's share from the BIR, as against the releases of the DBM to the NTA's MDS (Modified Disbursement Scheme) Account, covering the 12-year period, from 2010 to 2022.

42 It was suggested that the **amount being requested should be included in pie chart**, for the President to know, **how small that PhP2.7 billion being requested out of the PhP92.30 billion NTA has in the National Treasury.**

46 Hon. Administrator instructed that the 2nd Dry Run will be held in the next Committee Meeting, 10 August 2022.

49 **VI. OTHER MATTERS**

51 **PROPOSED SCHEDULE FOR THE 155TH REGULAR MEETING OF THE NTA GOVERNING BOARD WILL BE ON 11 AUGUST 2022, THURSDAY, 2:00 PM**

54 Hon. Administrator informed the members of the proposed schedule. All of them agreed.

57 Director Casela asked whether the Committee meeting will be held the day before. Hon. Administrator replied yes.

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4 **VII. ADJOURNMENT**
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6 As there is no other item in the Agenda to discuss, Hon. Administrator asked for a
7 move. Director Trongco moved and Director Quintal seconded the motion to
8 adjourn the meeting.
9

10 Hon. Administrator thanked everyone. He ended saying "we can already attend to
11 our respective families" in view of the earthquake that struck the region.
12

13 Hon. Administrator formally adjourned the meeting at about 2:40 PM.
14

15 (Before they finally head home, however, the appointive members of the Governing
16 Board signed the Resolution No. 2167-2022, approving the release of the
17 Emergency Cash Assistance to all the farmers of the affected provinces and Food
18 packs for the employees of the same provinces, a copy of which was immediately
19 furnished the Finance Department for the processing of releases as mandated by
20 the Board.)
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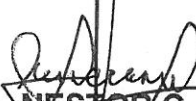
22 -----ooo0ooo-----
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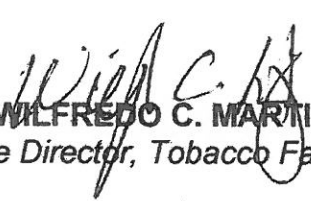
24 **PREPARED AND CERTIFIED CORRECT:**
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28 **REX ANTONIO P. TEOXON**
29 Board Secretary V
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32 **ATTESTED:**
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40 **Hon. ROBERT VICTOR G. SEARES, JR.**
41 *Administrator/CEO and Vice-Chairman,*
42 *NTA Governing Board*
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48 **Hon. NESTOR C. CASELA**
49 *Appointive Director, Academic Community Sector*
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55 **Hon. WILFREDO C. MARTINEZ**
56 *Appointive Director, Tobacco Farmers Sector*
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Hon. TEOFIL R. QUINTAL
Appointive Director, Tobacco Farmers Sector



Hon. JESSIE PAT M. SERNA
Appointive Director, Tobacco Manufacturing Sector



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



Hon. WILSON R. VICTORIO
Appointive Director, Tobacco Traders/Exporters Sector

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