

Republic of the Philippines DEPARTMENT OF AGRICULTURE NATIONAL TOBACCO ADMINISTRATION



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OFFICE OF THE NTA GOVERNING BOARD

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ONE HUNDRED AND SIXTY-FIFTH (165TH) REGULAR BOARD MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE NTA BOARD ROOM, 11/F UPPER CLASS TOWER, QUEZON AVENUE, QUEZON CITY 17 AUGUST 2023 (9:00 AM)

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PRESENT:

Hon. DEOGRACIAS VICTOR B. SAVELLANO - Undersecretary, Department of 18 19 20

Agriculture & Alternate Chairman /

Presiding Officer

Adm. BELINDA S. SANCHEZ

Vice-Chair of the Board and

Administrator & CEO

22 23 Dir. JESSIE PAT M. SERNA 24

Member, Tobacco Traders/Exporters Sector

Dir. NESTOR C. CASELA 25 26

Member, Academic Community Sector Member, Tobacco Farmers Sector

Dir. WILFREDO C. MARTINEZ Dir. LUZVIMINDA U. PADAYAO

Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector

Dir. DANILO C. TRONGCO

OTHERS PRESENT:

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Executive Assistant IV/ Special Assistant to the Administrator

Mr. BENJAMIN V. SARMIENTO 33 Mr. BENEDICTO M. SAVELLANO 34

Deputy Administrator for Support Services OIC-Deputy Administrator for Operations

Dr. GIOVANNI B. PALABAY 35 36

Manager, Regulation Department

Atty. ROHBERT A. AMBROS Mrs. DINAH E. PICHAY 37

Manager, Internal Audit Department

Mrs. FORTUNA C. BENOSA 38 Mrs. MYRNA O. LOZANO 39

Manager, Corporate Planning Department Manager, Industrial Research Department

Mr. REYNALDO R. AQUINO 40 Mr. FREDDIE G. LAZO 41

OIC - Finance Department Public Relations Officer V

Mrs. ZENAIDA T. ARROJO 42 Atty. JUN FRED V. PARADO 43

Manager, Administrative Department Attorney V, Office of the Administrator

Mr. LEXTER C. CABANTING

Acting Board Secretary V Administrative Assistant I (J0)

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HIGHLIGHTS OF THE MEETING

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CALL TO ORDER I.

52 53 54 The Honorable Deogracias Victor B. Savellano, Undersecretary of the Department of Agriculture and Alternate Chairman called the meeting to order at 9:30AM.

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ATTY. PARADO:

Good morning to each and everyone. To our participants in the Board Room and to those attending through the virtual or online platform, good

morning. For our 165th Regular Meeting of the NTA Governing Board, witness the Hon. DA Undersecretary, Deogracias Victor B. Savellano, 1 2 presiding. Sir. 3 USEC. SAVELLANO: I call the Meeting to Order. So, Secretary, please determine the Quorum. 4 5 6 **DETERMINATION OF QUORUM** 7 Thank you Mr. Chair. So, for our 165th Regular Meeting, we have the 8 ATTY. PARADO: 9 following participants. 10 Of course, we have the Hon. Deogracias Victor B. Savellano, DA 11 Undersecretary and DA-OSEC representative. We also have the Hon. 12 Belinda S. Sanchez, NTA Administrator and CEO. 13 14 Also, we have the members of the NTA Governing Board. Representing the 15 Academic Community Sector, Dir. Nestor C. Casela. We also have Dir. Danilo 16 C. Trongco, representing the Tobacco Farmers Sector; Dir. Luzviminda U. 17 Padayao, representing the Tobacco Farmers Sector. Through the online 18 platform, we have Dir. Wilfredo C. Martinez, representing the Tobacco 19 Farmers Sector; and Dir. Jessie Pat M. Serna, representing the Tobacco 20 21 Exporters/Traders Sector. 22 We would like also to recognize the presence of Mr. Benjamin V. Sarmiento, 23 our Executive Assistant IV/Special Assistant to the Administrator, and our 24 Deputy Administrators, Deputy Administrator for Support Services, Mr. 25 Benedicto M. Savellano, and our OIC-Deputy Administrator for Operations, 26 Dr. Giovanni B. Palabay. Also, our Manager of the Internal Audit 27 Department, ma'am Dinah E. Pichay; the Manager of the Regulation 28 Department, Atty. Rohbert A. Ambros; the Manager of the Corporate 29 Planning Department, ma'am Fortuna C. Benosa; the Manager of the 30 Industrial Research Department, Mrs. Myrna O. Lozano; and the Manager of 31 the Administrative Department, Mrs. Zenaida T. Arrojo. We likewise have 32 the OIC of the Finance Department, Mr. Reynaldo R. Aquino; and the Public 33 Relations Officer V of the OAD, Mr. Freddie G. Lazo. As such Mr. Chair, we 34 35 have a Quorum. 36 USEC. SAVELLANO: There being a Quorum, we are now going to the reading of the agenda. 37 38 Thank you, Mr. Chair. So, for our agenda in this Board Meeting, we have the 39 request for "Approval of the Agenda of the 165th Regular Meeting of the ATTY. PARADO: 40 NTA Governing Board, held on 17 August 2023 at 9:00 AM, at the NTA 41 Board Room, 11/F Upper Class Tower, Quezon Avenue, Quezon City". 42 43 44 USEC. SAVELLANO: Can we have a motion? 45 Hon. USEC, I respectfully move for the "Approval of the Agenda of the 46 165th Regular Meeting of the NTA Governing Board, held on August 17, DIR. TRONGO: 47 2023, at the NTA Board Room, 11/F Upper Class Tower, Quezon 48 49 Avenue, Quezon City". 50 51 I second the motion. DIR. PADAYAO: 52 USEC. SAVELLANO: There's been a motion, and having been duly seconded, the same is hereby 53 54 APPROVED. Next... 55

1		BOARD RESOLUTION NO. 118, S. 2023
2 3 4 5 6 7 8		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 165th REGULAR MEETING OF THE NTA GOVERNIG BOARD, HELD ON AUGUST 17, 2023, AT 9:00 AM, AT THE NTA BOARD ROOM, 11 TH FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.
9		UNANIMOUSLY APPROVED"
10 11 12 13 14 15	ATTY. PARADO:	Thank you, Mr. Chair. For our next agenda, we have the request for the "Approval of the Minutes of the 119th Special Meeting of the NTA Governing Board, Held on 27 July 2023, at 9:00 AM, at the NTA Board Room, 11/F Upper Class Bldg., Quezon Avenue, Quezon City"."
16	TOTAL CAVELLANO): Is there anyone who will make a motion?
17 18 19 20 21 22	DIR. CASELA:	Mr. Chairman, I move for the "Approval of the Minutes of the 119th Special Meeting of the NTA Governing Board, held on 27 July 2023, at 9:00 AM, at the NTA Board Room, 11/F Upper Class Tower, Quezon Avenue, Quezon City."
23	DIR. PADAYAO:	I second the motion.
24 25 26 27	USEC. SAVELLAN	O: It has been moved and seconded. Since there is no objection, the same is APPROVED . So, we now go to the next item.
28		BOARD RESOLUTION NO. 119, S. 2023
29 30 31 32 33 34 35	2 3 4	"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 119th SPECIAL MEETING OF THE NTA GOVERNING BOARD, HELD ON JULY 27, 2023, AT 9:00 AM, AT THE NTA BOARD ROOM, 11th FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.
3	6	UNANIMOUSLY APPROVED"
4		Thank you very much, Mr. Chair. So, for the next agenda we have the request for "Adoption of the Report on Tobacco Acceptances for 2023 Trading Operations, with Particular Types and Sub-Types of Tobacco, as of 31 July 2023."
4	13 14 45 46 47	For the information and appreciation of the Hon. USEC. and Presiding Officer, may we request the Resource Person to render his report. May we call on Atty. Rohbert A. Ambros, Manager, Regulation Department. Go ahead Sir.
	48 49 USEC. SAVELL	ANO: Atty. Ambros is recognized.
	50 51 ATTY. AMBRO 52 53 54 55 56	Chair I have the honor to report to you the Status of the

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1 2 3 4		15,215,817.76 kilograms that is 98.10% of the purchase commitment of 15.5 million. All in all, your honor, we have current acceptances of 36,155,744.58 as of July 31, so that is only 84.42% of the expected production for this year, your honor.
	ISEC. SAVELLANO:	Are we increasing or decreasing?
7	ATTY, AMBROS:	As compared to last yea, your honor, we have decreased by 2 million.
9		• What are the causes of that?
11	ATTY. AMBROS:	We have experienced freak rains this year, your honor. That's why the affected yield of tobacco farmers; and of course, the quality of tobacco produced was also affected.
15	USEC SAVELLANG): So, what is our move to increase production?
17	ATTY. AMBROS:	Your Honor, during the freak rain incident, we have extended assistance to the tobacco farmers by providing them bio-stimulants to recover their affected plants; and, at the Department of Agriculture, they provided a Quick Response Fund to affected farmers wherein we distributed cattle for them.
23 24 25 26	USEC. SAVELLAN	O: That's for increasing their income? After this, what can we do to increase our production? "Ang main concern natin dito dapat is how to increase our productionto produce quality tobacco."
27 28 29	ATTY. AMBROS:	during the early month enddams
30 31	USEC. SAVELLA	VO: Kung may freak rains ba, what happens to the leaves?
32 33	ATTY. AMBROS	: Dr. Palabay can answer you, your honor.
34 35 36	DR. PALABAY:	Good morning, sir. Usually, if there's freak rains the tendency is that the leaves of the tobacco are affected.
37 38	USEC. SAVELLA	NO: So, nagiging reject?
39 40 41	DR. PALABAY:	Tendency po, kasi when you cure the tobacco leaves, ang tendency po is nagiging black. In case na talagang black na ang tabako, nagiging reject po.
42 43 44 45		NO: How can farmers cure? So, pag reject na, separate na. So, kung reject na, wala ba tayong ibang paraan para makinabang parin 'yong farmers sa reject na 'yon? Totally wala na bang value 'yan or baka pwede magka value rin?
46 47 48 49 50	DR. PALABAY:	stimulants para at least lalago yang dama freak rain. Pero incase na talagang black na or reject na 'yong tobacco, 'iyon po, we try to reconsider na lang po sa mga buyers basta within the average floor price, from 46 pesos.
52 53 54 5	2 3 USEC. SAVELI 4	ANO: Ang iniisip ko lang, kung sa research natin 'yong mga nabibili na reject na or waste, na instead wala nang pakinabang ng mga farmers baka meron pang ibang paggagamitan.

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1 2	DR. PALABAY:	Yun po meron po kaming tobacco processing plant po, kung talagang magiging reject na talaga or unusable na 'yong dahon, we try to process them into tobacco dust. 'Yun po 'yong isang project natin.
3 4 5	USEC. SAVELLANC	to do to tohacco dust?
6 7	DR. PALABAY:	Yes sir, like this is an organic monuscicus p
8 9 10 11 12 13	DIR. TRONGO:	USEC., kasi hands on ako sa fisheries, kaya gusto hatti ha hada sa fisheries. Kaya gusto hatti ha hada sa fisheries kasi karamihan kasi sa fishpond ko eh gumagamit sila Bureau of Fisheries kasi karamihan kasi sa fishpond ko eh gumagamit sila ng chemical supplies para pang washing, eh ang maganda diyan kahit hindi ng chemical supplies para pang washing an eh. Sir, kung gusto ko lang sana, mo na pang-wash eh magiging lablab nay an eh. Sir, kung gusto ko lang sana,
13 14 15 16 17 18		MO: Anyway, but ibang discussion na 'yon. But we need to explore what will do. "Gumawa kayo ng proposal so I can memo to the Secretary 'yong mga "Gumawa kayo ng proposal so I can memo to the Secretary 'yong mga ganitong alternatibong gagawin natin kasi usually, 'pag naulanan na wala ganitong alternatibong gagawin natin kasi usually, 'pag naulanan na wala na kaya baka pwede natin itong pakinabangan. Eh di may additional income
20 2 2 2 2 2 2	DIR. CASELA: 3 4 5	pa 'yong farmer. May I, sir. Through our research department, because of current freak rains which destroyed the quality of tobacco, our NTA research department came up with a technology of curing wet tobacco. Now, there is a system to cure wet tobacco wherein there's a modification as to the adjustment of the air vents.
	26 27	ano. Co meron na ba 'yan?
	USEC. SAVELL 29 30 DIR. CASELA:	na sir. It's been a practice if there is a from
		LANO: Where is this?
	33	the moran na Sir.
		LANO: Ah, 'yong mga existing natin.
	27	transport lang 'von.
	38 DIR. CASELA 39 40 USEC. SAVE	LLANO: Kaya sa 'kin ito maganda, kasi 'pag naulanan na 'yong tabako nada-down' 'yong tao eh. So, tingin tayo ng mga ganito. Ito ang maganda nating ipakit
	42 43 44 45 46 47	So, madam Administrator, mag-draft na tayo and I will make a memo. A na 'yong magdala na lang sa President, kay Secretary, para at least nakik na 'yong dying industry ng tabako, kahit may climate change, there's a w
	48 49 ATTY. AM 50	To continue, your honor. For the distribution of the grades for the acceptobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, and Native Tobacco sub-types, this is the totobacco of Virginia, Burley, and Native Tobacco sub-types, and Native Tobacco sub

14.66%, low grade 10.56%, reject 6.45%, and we have ND of 0.99%. So

combining high grade and medium grade, there's 82.88%, combined

M2 Grades. For your information, your honor, we have a target from

GCG which is supervising our agency to have a yield of 81.81% Hig

1 2		Medium grade, but we are still above the target for this crop year, your honor, for the year 2022-2023.
3 4 5 6 7 8 9 10 11 12 13 14 15	USEC. SAVELLANO:	Can you identify the municipalities who have a high grade, or kung sino ang nagpo-produce ng high grade?
	ATTY. AMBROS:	Yes sir. We have data for those details, but we have not included the data for today. We will just be sending them in your office, your honor. Next slide
		For the trading operations of Virginia and Burley, all buying stations are closed, and for the Native type buying stations, we still have 3 buying stations in Region I and we have 1 still in Region II. In Visayas and Mindanao, since their cropping is whole year, so all their "viajeros" are still buying until December.
16 17 18 19 20		For the next slide, we have tobacco buying stations. There are 33 total number of licenses issued. With notice of cessation of trading, there are 29; with notice of extension, zero; and for on-going trading, we have 4 tobacco buying stations.
21 22 23 24	USEC. SAVELLANO	Regarding in Mindanao, sabi ng Executive Director ng Bamboo Industry Development Council, nakita namin na talagang ang dami ng nagtanim doon, does not like in Ilocos na alagang-alaga.
25 26	DR. PALABAY:	Sa Misamis Oriental, may tinatawag po sila na tobacco on the rocks.
27 28	USEC. SAVELLANG): Sa San Juan, may tinatawag na "paringit", Yung mga "bat-bato."
29 30 31	ATTY. AMBROS:	We are following the tobacco trading period and they should strictly follow those schedules otherwise their trading is illegal.
32 33	USEC. SAVELLAN	O: So, 'yong ongoing, saan 'yan?
34 35		3 for Ilocos Region, and 1 in Region II and Isabela.
36 37		O: In Mindanao?
38 39		In Mindanao, there are" viajeros."
40 41	USEC. SAVELLAN	O: Ano naman ang kaya nating itulong sa kanila in terms of trading?
42 43 44	DR. PALABAY:	Licensing sir. Usually, we assist in terms of providing permits, kasi malaki 'yong kinikita nila.
45 46	5 USEC. SAVELLAN	IO: 100 leaves daw, mga 2,400?
47 48	DR. PALABAY:	Yes sir, bale po isang "pardo." Ang tawag 'don is "pardo".
49 50	9 O USEC. SAVELLAN	VO: Compared to Virginia at Native natin.
5 5		Per kilo po 'yong atin, 100 leaves per mano.
	3 4 ATTY. AMBROS 5	That would be all for my presentation, because next Board Meeting, I will present you the updated trading reports, and maybe some branch offices

1 2		will already submit their trading reports, so that we can finalize the outcome of the trading for this year, your honor. Thank you.	
3 4 5	ATTY. PARADO:	Mr. Chair, can we ask a member of the Board of Directors for a Motion to Approve.	
6 7 8 9 10	DIR. PADAYAO:	Mr. Chair, I move for the Adoption of the Report on Tobacco Acceptances for 2023 Trading Operations, with Particular Types and Sub-Types of Tobacco, as of 31 July 2023. Though, this is partial waiting for the result of the after-trading operations report of the different branches.	
11 12	DIR. CASELA:	I second the motion.	
13 14 15	USEC. SAVELLANO	It has been moved and seconded. There being no any objection, the same is <i>APPROVED</i> .	
16 17		BOARD RESOLUTION NO. 120, S. 2023	
18 19 20 21 22 23		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD ADOPTS THE REPORT ON TOBACCO ACCEPTANCES FOR 2023 TRADING OPERATIONS, WITH PARTICULAR TYPES AND SUB-TYPES OF TOBACCO, AS OF 31 JULY 2023, SUBJECT TO BOARD RECOMMENDATIONS.	
24 25		UNANIMOUSLY APPROVED"	
26 27	USEC. SAVELLANO: Next item		
28 29 30 31	ATTY. PARADO:	Thank you very much Mr. Chair. For our next item, we have the "Adoption of the Report on the Preparation, Timetable and Activities for the Conduct of the 2023 Tobacco Tripartite Consultative Conference."	
32 33 34 35		Again, to report, may we call Dr. Giovanni B. Palabay, OIC-Deputy Administrator for Operations, together with Atty. Ambros, Manager of the Regulation Department. Go ahead po.	
36 37 38 39 40	DR. PALABAY:	Yes sir. This year, we will be conducting the Tripartite Conference, because this is done on a bi-annual basis, meaning after two years. So, there are 3 levels of conference among the tobacco farmers, as well as the traders who will be participating in the final tripartite.	
41 42 43 44 45		The first level sir will be done in our branch level, wherein all the farmer representatives or farmer leaders will be grouped into types of tobacco they are planting and sub-types, so they will be coming up with the cost of production on the yield per hectare, as well as the quality index.	
46 47 48 49 50	, ;)	For the next level, it will be conducted in the provincial level in Vigan City, at the Vigan Provincial Capitol. This will be participated by the representatives of all farmer leaders from the different provincial branches from Regions I and II, and Cordillera on September 14, 2023.	
51 52 53 54 55	2 3 4 5	And for the final tripartite, all the major stakeholders will be participating and it will be held on October 4-5, 2023, wherein all stakeholders will be coming here in the Central Office for us to determine the floor price for the next two trading seasons or trading years for 2024-2025.	
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USEC. SAVELLANO: Any discussion?

ATTY. AMBROS:

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Yes, your honor. For the presentation details of the opening statement of Dr. Palabay, I will just be presenting to you the background on setting the floor price, your honor.

On setting of Floor Prices, it was enacted under RA 1135, wherein the power to set floor price to the margin profit of the farmers was reiterated by Republic Act No. 2265. The same power was given to the Virginia Tobacco Administration; to ensure that the farmers will have reasonable prices of their investments. This provision was reiterated in such succeeding laws such as Presidential Decree No. 627, PD 1481 and this was incorporated with the 2018 Trading Rules and Regulations.

We also have the Approval of Proposed Budget, Budget Proposal on the conduct of 2023 Tobacco Tripartite Consultative Conference; the Preparation of Special Orders of the Selected Farmer Leaders, NAFTAC representatives, and STOP Exploitation-Observer for endorsement for approval; and, September 25-30, 2023, Fund transfer needed budget, per BO, to defray expenses for local of Farmer-leaders, NAFTAC and STOP Exploitation, for Vigan only, for the attendance on the conduct of 2023 Tobacco Tripartite Consultative Conference.

In preparation for the forthcoming Branch Office Farmers' Consultative Conference to be held between August 22 to August 25, 2023, where we have to choose 1 day only, this is the breakdown of the participants: the farmers and farmer leaders will be going to branch offices to initially agree on the cost of production for this coming trading year 2024-2025, each branch office has the option to choose what they prefer between August 22 to August 25. After this, your honor, the farmer representatives which were invited to the branch office will meet at Candon on September 14, 2023, for that activity. Your honor, we have 141 participants. During the tripartite consultative conference, your honor, if there are changes, we will make a Memorandum of Agreement.

That's all, your honor. We hope to see you soon on this activity that will be conducted by the NTA.

USEC. SAVELLANO: Next...

ATTY. PARADO: So, can we have a motion for the adoption of the Report from the members of the Board?

DIR. TRONGCO: Mr. Chair, as elaborated by the OIC-DAOP, Dr. Palabay, and Atty. Ambros, Manager of the Regulation Department, I move for the adoption of the Report on the Preparation, Timetable and Activities for the Conduct of the 2023 Tobacco Tripartite Consultative Conference."

DIR. PADAYAO: I second the motion.

 USEC. SAVELLANO: It has been moved and having been duly seconded, any objection and discussion? There being none, the same is *APPROVED*.

BOARD RESOLUTION NO. 121, S. 2023 1 2 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE 3 NTA GOVERNING BOARD ADOPTS THE REPORT ON THE 4 PREPARATION, TIMETABLE AND ACTIVITIES FOR THE 5 CONDUCT OF THE 2023 TOBACCO TRIPARTITE CONSULTATIVE 6 CONFERENCE, SUBJECT TO BOARD RECOMMENDATIONS. 7 8 UNANIMOUSLY APPROVED " 9 10 Thank you Mr. Chair. For our next agenda, we have the request for 11 ATTY. PARADO: "Approval of the Proposed Budget for the Registration of the Tobacco 12 Dust Plus (TD Plus) as a Utility Model with the Bureau of Patents-13 Intellectual Property Office of the Philippines (IPOPHIL), in the 14 amount of Php150,000.00." 15 16 So, for this may we call on our OIC- DAOP, Dr. Giovanni B. Palabay, together 17 with the IRD Manager, ma'am Myrna O. Lozano, for their Record. 18 19 In the last Committee and Board Meeting, we have been discussing on the DR. PALABAY: 20 registration of Tobacco Dust Plus or TD Plus as a Utility Model with the 21 Bureau of Patents-Intellectual Property Office of the Philippines or 22 IPOPHIL, in the amount of Php150,000.00, and this time we ask for the 23 approval of the budget on its registration. May we ask Ms. Leonora P. Nudo, 24 the Supervising Specialist from NTA Industrial Research Department, to 25 give us some background of this. 26 27 Thank you Dr. Palabay, Undersecretary Savellano, and Members of the NTA 28 MS. NUDO: Governing Board. This is the Report on the application and registration of 29 the Tobacco Dust Plus. I have the honor to give you information about. 30 31 Tobacco Dust Plus is made by pure tobacco dust leaves and scientifically 32 tested, standardized, pure tobacco dust formulation developed as a 33 molluscicide, like it controls snails and other predators in fishponds, and as 34 a fertilizer for lablab growth. 35 36 USEC. SAVELLANO: Bilib ka ba sa produkto mo? 37 38 Yes, your honor. 39 MS. NUDO: 40 USEC. SAVELLANO.: If you do something like this, 'yong deretso na. 41 42 Your honor we conducted a feasibility study so 'yong marketing strategies 43 MS. NUDO: po was also indicated. 44 45 USEC. SAVELLANO: I have been hearing this Tobacco Dust, matagal na 'to eh, ilang years na 46 pinag-usapan 'to. So, ano na' yong gagawin natin para i-commercialize na 47 natin 'yon, hanapin natin, planuhin na natin. 48 49 Actually, we have been commercializing before but due to nasunog po kasi DR. PALABAY: 50 'yong planta natin kaya na-stop po and this time we have revived using a 51 model machine, processing machine kaya currently po, as of August 15, 52 2023 po, meron na-process na more than 2,000 bags na po and sold 500 53 bags to our fishpond owners. 54

1 2 3	USEC. SAVELLANO:	Dapat i-large scale na natin kasi maganda 'yong produkto. Sino 'yong target market natin?
4 5	DIR. TRONGCO:	Let's tie up to BFAR.
6 7	USEC. SAVELLANO:	Kaya nga 'yon 'yong role ko dito. I will make a memo.
8 9	DIR. TRONGCO:	Kasi sir ang mga fishpond owners natin gumagamit sa chemical.
10 11 12	USEC. SAVELLANO:	Kaya nga eh alam ko ang pros at cons niyan. Okay, kasi bilib ka sa produkto mo pero paano ang gagawin natin kasi malaking tulong 'to sa industry eh.
13 14 15	MS. NUDO:	Sir, part po is to secure the budget and register. That would be all your honor. Thank you po.
16 17 18	USEC. SAVELLANO:	Question. Matagal na natin etong ginagawa 'di ba? Bakit hindi pa i-register. Kasi dapat ASAP na 'yon kasi baka mamaya maunahan pa tayo.
19	MS. NUDO:	Basta po kailangan natin 'tong i-register as a utility model.
20 21	USEC. SAVELLANO:	Pero 'yong budget, kasya na ba diyan sa lahat-lahat na?
22 23	MA'AM NUDO:	Yes po.
24 25 26	USEC. SAVELLANO:	Kasi dapat 'yong pang kalahatan na eh.
27 28	MS. NUDO:	Yes, po sir, drafting for the application documents and certificate of utility model.
29 30	USEC. SAVELLANO:	At least, kahit may freak rain may gamit na.
31 32 33	MS. NUDO:	That would be all your honor.
34 35	USEC. SAVELLANO:	Thank you. So, what is the movement of the body?
36 37 38 39	DIR. CASELA:	Your honor, I move for the Approval of the Proposed Budget for the Registration of Tobacco Dust Plus or TD Plus as a Utility Model with the Bureau of Patents-Intellectual Property Office of the Philippines or IPOPHIL, in the amount of Php150,000.00.
40 41	DIR. PADAYAO:	I second the motion.
42 43 44 45	USEC. SAVELLANO:	It has been moved and duly seconded. Is there any objection? Hearing none, the same is <i>APPROVED</i> .
46		BOARD RESOLUTION NO. 122, S. 2023
47 48 49 50 51 52 53		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE PROPOSED BUDGET FOR THE REGISTRATION OF TOBACCO DUST PLUS (TD PLUS) AS A UTILITY MODEL WITH THE BUREAU OF PATENTS-INTELLECTUAL PROPERTY OFFICE OF THE PHILIPPINES (IPOPHIL), IN THE AMOUNT OF Php150,000.00.
54 55		UNANIMOUSLY APPROVED"
JJ		VIMINIA VOLL III I WALDIII

1	USEC. SAVELLANO:	Next item
2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20		Thank you Mr. Chair. For the next Agenda, we have the "Approval of the Confirmation of six (1) Promotional and/or Original Appointments to Vacant Plantilla Positions.
		To report, we have the Deputy Administrator for Support Services Mr. Benedicto M. Savellano, together with ma'am Zeniada T. Arrojo, the Manager of the Administrative Department. Go ahead sir.
	DASS SAVELLANO:	Good morning USEC, to our Administrator & CEO, ma'am Belinda Sarmiento Sanchez, and to the honorable members of the Board. For the Agenda, may I turn-over to ma'am Zenaida T Arrojo, the Manager of the Administrative Department, and Chairperson of the HRMPSB, for her Report.
	MS. ARROJO:	Okay good morning po. To Hon. USEC. Deogracias B. Savellano, good morning po, and to our Deputies and to the Members of the NTA Governing Board, and others who are joining us today, good morning po. I have the honor to present to you the Shortlist of the candidates for appointments for your approval.
21 22 23		For the Department Manager III of Ilocos Sur- Candon Branch, Region I our OIC-Manager, Mr. Adonis D. Lazo;
24 25 26		Engr. Randy I. Abella, for Department Manager III of Ilocos Norte-Batac Branch Office;
27 28		Ms. Alicia A. Malab, as Chief Agriculturist, Cagayan Branch Office, Region II;
29 30 31		Ms. Lagrimas B. Beltran, for the position of Supervising TPRO of Isabela Branch Office, Region 2;
32 33		Ms. Lorelei B. Figarola, as Accountant IV, Finance Department, NCR; and
34 35 36	USEC. SAVELLANO	Ms. Layca Mae G. Cavinta, for the position of Financial Analyst I, Finance Department.
37 38		So, that's all sir and we are asking for your approval. Thank you.
39 40		O: What is the motion of the body?
41 42 43 44 45 46 47 48 49 50 51 52 53 54 55	DIR. CASELA:	Your honor, we give credit to the Selection and Promotion Committee with respect to the interview process when selecting who are those applicants qualified for the positions, and with the presentation of the Manager of the Administrative Department, I move for the "Approval of the Confirmation of six Promotional and/or Original Appointments to Vacant Plantilla Positions", for 2 Managerial positions, 1 Chief Agriculturist, 1 Supervising TPRO, 1 Accountant IV, and, 1 Financial Analyst I. Thank you.
	DIR. PADAYAO:	I second the motion.
	USEC. SAVELLAN	O: It has been moved and duly seconded. Is there an objection to the motion? There being none, the same is APPROVED. Next item

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2 3 4 5 6 7		GOVERNING BOARD APPROVE	IS HEREBY RESOLVED, THAT THE NTA S THE CONFIRMATION OF SIX (6) INAL APPOINTMENTS TO VACANT LLOWS:	
8 9 10		1. ADONIS D. LAZO	DEPARTMENT MANAGER III (JG-14) CANDON BRANCH OFFICE	
11 12 13		2. RANDY I. ABELLA	DEPARTMENT MANAGER III (JG-14) ILOCOS NORTE BRANCH OFFICE	
14 15 16		3. ALICIA A. MALAB	CHIEF AGRICULTURIST (JG-12) CAGAYAN BRANCH OFFICE	
17 18 19		4. LAGRIMAS B. BELTRAN	SUPERVISING TPRO (JG-12) ISABELA BRANCH OFFICE	
20 21 22		5. LORELIE B. FIGAROLA	ACCOUNTANT IV (JG-12) FINANCE DEPARTMENT	
23 24 25		6. LAYCA MAE G. CAVINTA	FINANCIAL ANALYST I (JG-8) FINANCE DEPARTMENT	
26		UNANIMOUSLY APPRO	VED"	
27 28 29 30	ATTY. PARADO:	Thank you Mr. Chair. For the Proposed Revision on the Sa Position Classification System	next item, we have the "Approval of the lary Matrix of NTA's Compensation and (CPCS).	
31 32 33		To report, may we have ma'ar Department, and GCG Focal Per	n Dinah E. Pichay, Manager, Internal Audit son on CPCS Concerns.	
34 35 36 37 38 39 40 41 42 43	MS. PICHAY:	Thank you Atty. Good morning to our Hon. USEC. Savellano and Members of the Governing Board. I'm presenting to you the proposed NTA Compensation and Position Classification System or CPCS for approval sir. Just to give context and for the information of USEC. Savellano, we received at NTA the authority to implement the CPCS or the Compensation and Position Classification System following the classification of the NTA, where we were categorized as one. The minimum and maximum amounts of authorized salaries for each JG will		
43 44 45 46 47 48 49 50 51 52 53 54 55		still be retained; Lower SG mer start Step 1 and shall follow the 3 years, up to Step 8 on the 24th start at Step 5 and shall likewis with maximum cap equivalent except in case of salary increa The original request for reclass be subject to a separate reques	rged with higher SG into one Job Grade shall e usual graduation of step increments every year; Higher SG merged with lower SG, shall se follow the step increments every 3 years, to the amount of Step 8 on the 12th year, ses as may be mandated in the future; and ification of SG 25 positions under JG 13 shall t.	

For the appreciation of the level of responsibility of the Division Chief, SG 1 24, we are proposing that start with step 5 or 91,937 per month sir and 2 the initial proposal sir was ready for submission for review. Sabi ng GCG, 3 you need to submit to us for our review and if we find it's okay that's the 4 time to seek for approval, and ngayon meron ng signal for approval to 5 seek a Board Resolution for them to approve na sir. 6 7 **USEC. SAVELLANO:** Okay, kung saan kayo masaya. 8 9 With the manifestation stated and discussed by ma'am Dina, considering DIR. PADAYAO: 10 the importance of this matter to our employees, I respectfully move for the 11 Approval of the Proposed Revision on the Salary of NTA's Compensation 12 and Position Classification System or CPCS. 13 14 Sir, for further discussion. When is the effect of the Salary Matrix? **DIR. CASELA:** 15 16 'Yun po 'yong hinihintay namin sir, for the formal application of the Matrix. MS. PICHAY: 17 18 USEC. SAVELLANO: Is there any objection in the motion? 19 20 I second the motion. DIR. CASELA: 21 22 USEC. SAVELLANO: It has been moved and duly seconded, the same is APPROVED. Next item.... 23 24 BOARD RESOLUTION NO. 124, S. 2023 25 26 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE 27 NTA GOVERNING BOARD APPROVES THE NTA PROPOSED 28 SALARY STEP ADJUSTMENT UNDER THE COMPENSATION AND 29 POSITION CLASSIFICATION SYSTEM (CPCS). 30 31 RESOLVED FURTHER, THAT A COPY OF THIS RESOLUTION 32 **DEPARTMENT** SECRETARY, THE BE **FURNISHED** 33 AGRICULTURE, FOR HIS ENDORSEMENT TO THE GOVERNANCE 34 COMMISSION FOR GOCCs (GCG), AS A NECESSARY REQUIREMENT 35 FOR APPROVAL. 36 37 RESOLVED FINALLY, THAT THE PROPOSED REVISIONS 38 SHALL HAVE A RETROACTIVE EFFECT, SUBJECT TO GCG 39 APPROVAL. 40 41 UNANIMOUSLY APPROVED...." 42 43 Thank you Mr. Chair. So, for our next item is on Other Matters. 44 ATTY. PARADO: 45 Mr. Chair, the proposed schedule for the 120^{th} Special Meeting of the NTA 46 Governing Board will be on August 31, 2023, at 9:00 AM, which is 47 tentative, here at the Board Room. The Joint Board Committee Meeting 48 will be on August 30,2023, Wednesday, at 9:00 AM. 49 50 So, before we adjourn, Mr. Chair, may we request our Hon. USEC. for his 51 final instructions sir. 52 53 Well, Thank you very much for the warm welcome. 54 USEC .:

1 2		There being no other matters to discuss, we are ready to adjourn. Can we have a motion?
3 4	DIR. CASELA:	I move for the adjournment of the meeting.
5 6 7	DIR. TRONGCO:	I second the motion.
8 9 10	USEC. SAVELLANO:	Acting upon the Motion for Adjournment, today's meeting is hereby adjourned.
11 12		SO, ORDERED.
13 14		Thank you.
15 16 17		Note: THE MEETING WAS ADJOURNED AT EXACTLY 10:30 AM.
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19		PREPARED AND CERTIFIED CORRECT:
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23		ATTY. JUNFRED V. PARADO
24		Acting Board Secretary
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26 27		NTA Governing Board
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28 29	ATTESTED:	
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32		Hon. DEOGRACIAS VICTOR "DV" B. SAVELLANO
33		Undersecretary, Department of Agriculture
34		Alternate Representative of the DA Senior Undersecretary
35		to the NTA Governing Board
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40		Hon. BELINDA'S. SANGAEZ, CPA
41		Administrator/CEO and Moe-Chairman,
42		NTA Governing Board
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46 47		Hon. NESTOR C. CASELA
48		Appointive Director, Academic Community Sector
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Hon. DANILO C. TRONGCO
Appointive Director, Tobacco Farmers Sector

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

Hon. LUZVIMINDA U. PADAYAO
Appointive Director, Tobacco Farmers Sector

Republic of the Philippines DEPARTMENT OF AGRICULTURE NATIONAL TOBACCO ADMINISTRATION



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OFFICE OF THE NTA GOVERNING BOARD

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ONE HUNDRED AND NINETEENTH (119 $^{ ext{TH}}$) SPECIAL BOARD MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE NTA BOARD ROOM, 11/F UPPER CLASS TOWER BUILDING, QUEZON AVENUE, QUEZON CITY 27 JULY 2023 (9:00 AM)

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17 PRESENT: 18

Vice-Chair of the Board and Adm. BELINDA S. SANCHEZ

Administrator/CEO **Presiding Officer**

21 Member, Tobacco Traders/Exporters Sector Dir. JESSIE PAT M. SERNA 22 **Member, Academic Community Sector**

Dir. NESTOR C. CASELA 23 Member, Tobacco Farmers Sector Dir. WILFREDO C. MARTINEZ 24 Member, Tobacco Farmers Sector Dir. LUZVIMUNDA U. PADAYAO 25 Member, Tobacco Farmers Sector

Dir. DANILO C. TRONGCO 26

OTHERS PRESENT:

Assistant Secretary & Undersecretary-Atty. JANE C. BACAYO

designate for Administration, DA

30 Deputy Administrator for Support Services Mr. BENEDICTO M. SAVELLANO 31 **OIC-Deputy Administrator for Operations**

Dr. GIOVANNI B. PALABAY 32 Manager, Regulation Department Atty. ROHBERT A. AMBROS 33 Manager, Cor. Planning Department Ms. FORTUNA C. BENOSA

34 Manager, Internal Audit Department Ms. DINAH E. PICHAY 35 Manager, Industrial Research Department

Ms. MYRNA O. LOZANO 36 Manager, Administrative Department Ms. ZENAIDA T. ARROJO 37

OIC - Finance Department Mr. REYNALDO R. AQUINO 38

Legal Officer V, Office of the Admin. Atty. JUN FRED V. PARADO 39 **Acting Board Secretary V**

Administrative Assistant I Mr. EMMANUEL N. VALERA

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HIGHLIGHTS OF THE MEETING

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CALL TO ORDER I.

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The Honorable Administrator & CEO called the meeting to order at 9:00AM.

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

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She also acknowledged the presence of DA Assistant Secretary and Undersecretarydesignate for Administration. Atty. Jane C. Bacayo, DA-OSEC representative for the 119^{th} Special Board Meeting of the NTA Governing Board.

1 She then requested Mr. Emmanuel N. Valera, Administrative Assistant I (Job Order) 2 of the NTA Governing Board, to lead the Opening Prayer. 3 4 5 6 **OPENING PRAYER** 7 Mr. Valera, Administrative Assistant I, led the Opening Prayer. 8 9 **DETERMINATION OF QUORUM** 10 III. 11 The Hon. Administrator asked Atty. Jun Fred V. Parado, Acting Board Secretary V, to 12 determine the quorum. 13 14 Thank you very much, madam Chair. Good morning to all of us. 15 ATTY. PARADO: 16 For the 119th Special Board Meeting of the NTA Governing 17 Board, we have here with us, personally present in the Board 18 Room, our NTA Administrator and CEO Belinda S. Sanchez. 19 Good morning, ma'am. 20 21 May we also acknowledge the presence of Atty. Jane C. Bacayo, 22 Assistant Secretary for Administration DA-OSEC, thru the 23 online platform. Also, we have our honorable directors, Dir. 24 Nestor C. Casela, Dir. Luzviminda U. Padayao, Dir. Wilfredo C. 25 Martinez, Dir. Danilo C. Trongco and Dir. Jessie Pat M. Serna, 26 thru online platform. 27 28 We also acknowledge the presence of Mr. Benedicto M. 29 Savellano, Deputy Administrator for Support Services; Dr. 30 Giovanni B. Palabay, OIC-Deputy Administrator for Operations; 31 Atty. Rohbert A. Ambros, Manager, Regulation Department; Ms. 32 Fortuna C. Benosa, Manager, Corporate Planning Department; 33 Ms. Dinah E. Pichay, Manager, Internal Audit Department; Ms. 34 Myrna O. Lozano, Manager, Industrial Research Department; 35 Ms. Zenaida T. Arrojo, Manager, Administrative Department; 36 Mr. Reynaldo R. Aquino, OIC - Finance Department; and Mr. 37 Emmanuel N. Valera, Administrative Assistant I of the NTA 38 Governing Board. 39 40 As such, madam Chair, we have a quorum. Thank you very 41 much. 42 43 Thankyou Atty. There being a Quorum, we are now going to the 44 ADMIN. SANCHEZ: reading of the Agenda. Again, may I call on the acting Board 45 Secretary for the reading and presentation of the Agenda. 46 47 Thank you, madam Chair. So, for our first agenda, we have the 48 **ATTY. PARADO:** request for "Approval of the Agenda of the 119th Special 49 Board Meeting of the NTA Governing Board, held on 27 50 July 2023, at the NTA Board Room, 11/F Upper Class 51 Tower Building, Quezon Avenue, Quezon City". Can we have 52 a motion? 53 54 May I respectfully request for the approval of the Agenda of the **DIR. PADAYAO:** 55 119th Special Board Meeting of the NTA Governing Board, held 56 on 27 July 2023, at the NTA Board Room, 11/F Upper Class 57 Tower Building, Quezon Avenue, Quezon City.

2	DIR. TRONGCO:	I second the motion.
3 4 5 6	ADMIN. SANCHEZ:	The motion for the approval of today's Agenda having been duly seconded, the same is APPROVED.
7 8		<u>RESOLUTION NO. 112, S.2023</u>
9 10 11 12 13 14 15		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 119th SPECIAL BOARD MEETING OF THE NTA GOVERNING BOARD, HELD ON 27 JULY 2023, AT THE NTA BOARD ROOM, 11 TH FLOOR, UPPER CLASS TOWER BUILDING, QUEZON AVENUE, QUEZON CITY.
16 17		UNANIMOUSLY APPROVED"
18 19 20	ATTY. PARADO:	Thank you, apo Directors. So, the Agenda for the 119th Special Board Meeting is approved.
21 22 23 24 25 26		Next, for approval/confirmation/consideration of the Board, is Agenda A, which is the request for "Approval of the Minutes of the 164th Regular Board Meeting of the NTA Governing Board held on July 14, 2023, at 1:30PM at the NTA Pangasinan Branch, Villasis, Pangasinan". Any motion?
27 28 29 30 31	DIR. PADAYAO:	I move for the Approval of the Minutes of the 164th Regular Board Meeting of the NTA Governing Board held on July 14, 2023, at 1:30PM at the NTA Pangasinan Branch, Villasis, Pangasinan.
32 33 34	DIR. TRONGCO:	I second the motion, subject to submission of amendments within five (5) days from today.
35 36 37 38 39	ADMIN. SANCHEZ:	The Motion for Approval of Agenda having been duly seconded, the same is approved, subject to submission of amendments within five (5) days from today. Next item
40 41		<u>RESOLUTION NO. 113, S.2023</u>
42 43 44 45 46 47		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 164 TH REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, HELD ON JULY 14, 2023, AT 1:30PM, AT THE NTA PANGASINAN BRANCH OFFICE, VILLASIS, PANGASINAN.
48 49 50		UNANIMOUSLY APPROVED"
51 52 53 54	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "B", we have the "Request for Approval of the Revised Implementing Guidelines for the Integrated Farming and other Income Generating Activities Project - Tobacco

1 2 3 4 5		contract Growing System (IFOIGAL (CGS)". And related to this, is Agenda "C", which is the "Request for the Adoption of the 60% Production Assistance, 40% Grant (60 / 40 Ratio) for Tobacco Farmers under the Tobacco Contract Growing System (TCGS).
7 8 9		I would like also to manifest, your honors, and for the information of Hon. ASec. Bacayo, that this item has been thoroughly discussed in yesterday's Committee Meeting.
10 11 12 13		May we request our DAOP and OIC- Finance to give a summary of their Report for the information of ASec. Bacayo.
14 15 16		(Note: DAOP Palabay and Mr. Aquino then rendered a summary of their Report, as exhaustively discussed during the Committee Meeting, on the subject Agenda)
17 18 19 20		Before we approve the said agenda, may we ask ASec. Bacayo if he has comments or suggestions on the matter. Please proceed, Sir.
21 22 23 24	ASEC. BACAYO:	Madam Chair. Based on the explanation and presentation of Dr. Palabay and Mr. Aquino, I don't have any comments and objections for this particular matter madam Chair. Thank you.
25 26	ATTY. PARADO:	Thank you very much, sir. As such. can we have a motion?
27 28 29 30 31 32 33 34	DIR. MARTINEZ:	Madam Chair. I move for the approval of the Revised Implementing Guidelines for the Integrated Farming and other Income Generating Activities Project - Tobacco Contract Growing System (IFOIGAP-TCGS) and the Adoption of the 60% Production Assistance, 40% Grant (60 / 40 Ratio) for Tobacco Farmers under the Tobacco Contract Growing System (TCGS).
35 36 37 38 39 40 41	DIR. PADAYAO:	Madam Chair. I second the motion for the Approval of the Revised Implementing Guidelines for the Integrated Farming and other Income Generating Activities Project - Tobacco Contract Growing System (IFOIGAP-TCGS) and the Adoption of the 60% Production Assistance, 40% Grant (60 / 40 Ratio) for Tobacco Farmers under the Tobacco Contract Growing System (TCGS).
42 43 44 45	ADMIN. SANCHEZ:	The motion for approval of Agenda "B and C" having been duly seconded, the same are approved. Next
46 47		RESOLUTION NO. 114, S.2023
48 49 50 51 52 53 54 55 56		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REVISED IMPLEMENTING GUIDELINES FOR THE INTEGRATED FARMING AND OTHER INCOME GENERATING ACTIVITIES PROJECT - TOBACCO CONTRACT GROWING SYSTEM (IFOIGAP-TCGS). UNANIMOUSLY APPROVED"

RESOLUTION NO. 115, S.2023 2 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, 3 THAT THE NTA GOVERNING BOARD APPROVES AND 4 ADOPTS THE RETENTION OF THE GRANT OF 60% 5 40% GRANT FOR PRODUCTION ASSISTANCE, 6 THE **TOBACCO UNDER** TOBACCO **FARMERS** 7 CONTRACT GROWING SYSTEM (TCGS). 8 9 UNANIMOUSLY APPROVED" 10 11 12 Thank you Madam Chair. Our next agenda, Agenda "D", which ATTY, PARADO: 13 is for the "Approval of the Conduct of the 2023 Customer 14 Satisfaction Survey by the Don Mariano Marcos Memorial 15 State University (DMMMSU) - La Union Campus, Bacnotan, 16 Union, with a Revised Proposed Budget of 17 PHP331,927.50. 18 19 Again, I would like also to manifest, your honors, and for the 20 information of Hon. ASec. Bacayo that this item was thoroughly 21 discussed in yesterday's Committee Meeting. May we request 22 the Resource Speaker, ma'am Fortuna C. Benosa, to give a 23 summary of her Report on this agenda. 24 25 (Note: Ms. Benosa then rendered a summary of her 26 Report, as exhaustively discussed during the Committee 27 Meeting, on the subject Agenda) 28 29 May we ask ASec. Bacayo if he has comments or suggestions, 30 about this agenda before its approval. Go ahead, Sir. 31 32 Thank you, Atty. Parado, I would like to ask Ms. Benosa if the 33 ASEC. BACAYO: survey covers all the branches and if the allocated budget is 34 enough for the activity. 35 36 Yes, sir. All the branches and the budget, yes it will be enough MA'AM BENOSA: 37 sir. We have computed all the necessary expenses like snacks 38 and meals, etc. 39 40 Thank you, ma'am. I have no other questions for this topic. ASEC. BACAYO: 41 42 Thank you very much, sir. Can we have a motion? ATTY. PARADO: 43 44 Madam Chair. I move for the approval of the Conduct of the 45 DIR. PADAYAO: 2023 Customer Satisfaction Survey by the Don Mariano 46 Marcos Memorial State University (DMMMSU) - La Union 47 Campus, Bacnotan, La Union, with a revised proposed budget 48 of PHP331,927.50. 49 50 **DIR. CASELA:** I second the motion. 51 52 ADMIN. SANCHEZ: The Motion for approval of Agenda "D" having been duly 53 seconded, the same is approved. Next item...

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1 RESOLUTION NO. 116, S.2023 2 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, 3 THAT THE NTA GOVERNING BOARD APPROVES THE 4 CONDUCT OF THE 2023 CUSTOMER SATISFACTION 5 SURVEY BY THE DON MARIANO MARCOS MEMORIAL 6 STATE UNIVERSITY (DMMMSU) - LA UNION CAMPUS, 7 BACNOTAN, LA UNION, WITH A REVISED PROPOSED 8 AS FOLLOWS: PhP291,862.50 9 DMMMSU, PhP40,065.00 FOR NTA BRANCH OFFICES 10 AND CENTRAL OFFICE, FOR A GRAND TOTAL OF 11 PHP331,927.50. 12 13 UNANIMOUSLY APPROVED" 14 15 16 Thank you, Madam Chair. Next, is Agenda "E", which is for the ATTY. PARADO: 17 "Approval of the constitution of the NTA'S Scholarship 18 Program Committee, which shall be tasked, among others, 19 to Review the Guidelines on the Tobacco Farmers' 20 Dependents Scholarship Program, in order to Safeguard 21 and Promote Strict Compliance to Requirements on 22 Screening, Selection, Monitoring and Provision of 23 Scholarship Funds to Intended Beneficiaries". 24 25 I would also like to manifest, your honors, and for the 26 information of Hon. ASec. Bacayo, that this item was 27 thoroughly discussed in yesterday's Committee Meeting. For 28 the information of Hon. ASec. Bacayo, may we request Mr. 29 Savellano, our DASS, for the summary of their Report. 30 31 (Note: Mr. Savellano then rendered a summary of his 32 Report, as exhaustively discussed during the Committee 33 Meeting, on the subject Agenda) 34 35 May we ask ASec. Bacayo if he has comments or suggestions, 36 about this agenda before the approval. Please proceed, Sir. 37 38 Thank you, I have no questions for this topic. **ASEC. BACAYO:** 39 40 Thank you very much, sir. Can we have a motion? 41 ATTY. PARADO: 42 Madam Chair. I move for the approval of the constitution of 43 DIR. MARTINEZ: the NTA'S Scholarship Program Committee, which shall be 44 tasked, among others, to review the Guidelines on the 45 Tobacco Farmers' Dependents Scholarship Program, in 46 order to safeguard and promote strict compliance to 47 requirements on screening, selection, monitoring and 48 provision of scholarship funds to intended beneficiaries. 49 50 Madam Chair. I second the motion. 51 DIR. CASELA: 52 The Motion for approval of Agenda "E" having been duly ADMIN. SANCHEZ: 53

seconded, the same is approved. Next...

RESOLUTION NO. 117, S.2023 3 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, 4 THAT THE NTA GOVERNING BOARD APPROVES THE 5 CONSTITUTION OF THE NTA'S SCHOLARSHIP 6 PROGRAM COMMITTEE, WHICH SHALL BE TASKED, 7 AMONG OTHERS, FOR THE REVIEW OF THE 8 THE **TOBACCO FARMERS'** ON **GUIDELINES** 9 DEPENDENTS SCHOLARSHIP PROGRAM, INORDER TO 10 SAFEGUARD AND PROMOTE STRICT COMPLIANCE TO 11 SELECTION, SCREENING, REQUIREMENTS ON 12 MONITORING AND PROVISION OF SCHOLARSHIP 13 FUNDS TO INTENDED BENEFICIARIES. 14 15 BE IT RESOLVED FURTHER, THAT THE NTA 16 SCHOLARSHIP PROGRAM COMMITTEE SHALL BE 17 COMPOSED OF THE FOLLOWING: 18 19 20 Chairman BENEDICTO M. SAVELLANO 21 **Deputy Administrator for Support Services** 22 23 Vice Chairman ZENAIDA T. ARROJO 24 Manager, Administrative Department 25 26 Member NEYO E. VALDEZ 27 Division Chief III, PPED 28 Corporate Planning Department 29 30 Member REYNALDO R. AQUINO 31 Officer-In-Charge, Finance Department 32 33 Member OPHELIA T. GONZALES 34 HRMO IV/ Officer-In-Charge, ASD 35 36 Secretariat **DEEVID JOHN RAYZE B. BRIOSOS** 37 Secretary I, Administrative Department 38 39 Member **ALL BRANCH MANAGERS** 40 AND ADMINISTRATIVE OFFICERS 41 42 43 UNANIMOUSLY APPROVED" 44 45 46 Thank you, Madam Chair. Our last item is on "Other Matters", ATTY, PARADO: 47 the "Proposed Schedule for the 165th Regular Board 48 Meeting of the NTA Governing Board, which will be on 17 49 August 2023, Thursday, at 9:00AM (tentative)." 50 51 As such, Madam Chair, we have no other agenda. We are ready 52 to adjourn. 53 54 55 56 57

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ADMIN. SANCHEZ:	There being no other matters to discuss, we are ready to adjourn. Can we have a motion?
DIR. CASELA:	Madam Chair. I move for the adjournment of the meeting.
DIR. MARTINEZ:	I second the motion.
ADMIN. SANCHEZ:	Acting upon the Motion for Adjournment, today's meeting is hereby adjourned.
	SO ORDERED.
	Thank you.
	Note: THE MEETING WAS ADJOURNED AT EXACTLY 11:00AM.
	PREPARED AND CERTIFIED CORRECT:
	ATTY. JUNITRED V. PARADO
	Acting Bourd Secretary
	NTA Governing Board
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ATTESTED:	
	Hon, BELINDA'S, SANCHEZ
	Administrator & CEO and Vice-Chairman,
	NTA Governing Board
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	Hon. NESTOR C. CASELA
	Appointive Director Academic Community Sector
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	Hon. WILFREDO C MARTINEZ
	Appointive Director, Tobacco Farmers Sector
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PRESENT:

Republic of the Philippines DEPARTMENT OF AGRICULTURE NATIONAL TOBACCO ADMINISTRATION

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OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND SIXTY FOURTH (164th) REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD AT NTA PANGASINAN BRANCH OFFICE, VILLASIS, PANGASINAN 14 JULY 2023 (1:30PM)

Adm. BELINDA S. SANCHEZ, CPA

Dir. JESSIE PAT M. SERNA (Online) Dir. NESTOR C. CASELA

Dir. WILFREDO C. MARTINEZ Dir. LUZVIMUNDA U. PADAYAO Dir. DANILO C. TRONGCO

OTHERS PRESENT:

Mr. BENJAMIN V. SARMIENTO

Dr. GIOVANNI B. PALABAY Atty. JUN FRED V. PARADO

Engr. ROGER T. MADRIAGA Mr. FREDDIE G. LAZARO Mr. JOHN JAMES B. CANOSA Mr. EMMANUEL N. VALERA

Vice-Chairperson of the Board and

Administrator & CEO, Presiding Officer Member, Tobacco Traders/Exporters Sector

Member, Academic Community Sector Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector

Executive Assistant IV/ Special

Assistant to the Administrator, OAD **OIC-Deputy Administrator for Operations**

Attorney V, Office of the Administrator **Acting Board Secretary V, OGB**

Administrative Assistant I (JO), OGB

Manager, Pangasinan Branch Office Public Relations Officer V, OAD Project Evaluation Officer II, CPD

HIGHLIGHTS OF THE MEETING

CALL TO ORDER I.

The Honorable Administrator & CEO called the meeting to order at 01:31PM.

At the outset, she informed the body that as Vice-Chair, she will preside, all the matters in the agenda, being purely administrative in nature.

She then requested Mr. Emmanuel N. Valera, Administrative Assistant I (Job Order) of the NTA Governing Board, to lead the Opening Prayer.

1 2 3 II. OPENING PRAYER 4 5 Mr. Valera, Administrative Assistant I, led the Opening Prayer. б III. DETERMINATION OF QUORUM 7 8 The Hon. Administrator asked Atty. Jun Fred V. Parado, Acting Board Secretary V, 9 10 to determine the quorum. 11 Thank you very much, madam Chair. Good morning to everyone. **ATTY. PARADO:** 12 13 For the 164th Regular Board Meeting of the NTA Governing Board, we 14 have here with us, at the NTA-Pangasinan Branch Office, our NTA 15 Administrator and CEO Belinda S. Sanchez. Good morning, ma'am. 16 17 Also, we have our honorable directors: Dir. Nestor C. Casela, Dir. 18 Luzviminda U. Padayao, Dir. Jessie Pat M. Serna, thru the virtual 19 platform, Dir. Danilo C. Trongco and Dir. Wilfredo C. Martinez. 20 21 May we also acknowledge the presence of our Executive Assistant IV/ 22 Special Assistant to the Administrator, Mr. Benjamin V. Sarmiento. 23 24 Likewise, we have here Dr. Giovanni B. Palabay, OIC-Deputy 25 Administrator for Operations, Engr. Roger T. Madriaga, Department 26 Manager of the NTA-Pangasinan Branch Office, Mr. Freddie G. Lazaro, 27 Public Relations Officer V, Mr. John James B. Canosa, Project Evaluation 28 Officer II. and Mr. Emmanuel N. Valera, Administrative Assistant I. 29 30 As such, madam Chair, we have a quorum. Thank you very much. 31 32 **ADMIN. SANCHEZ:** There being a Quorum, we are now going to the reading of the Agenda. 33 Again, may I call on the acting Board Secretary for the reading and 34 35 presentation of the Agenda. 36 Thank you, madam Chair. ATTY. PARADO: 37 38 So, for our first agenda, we have the request for "APPROVAL OF THE 39 AGENDA FOR THE 164TH REGULAR BOARD MEETING OF THE NTA 40 GOVERNING BOARD, HELD ON JULY 14, 2023, AT THE NTA 41 PANGASINAN BRANCH OFFICE, VILLASIS, PANGASINAN." 42 43 44 Can we have a motion? 45 I respectfully move for the approval of the "AGENDA FOR THE 164TH DIR. TRONGCO: 46 REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, 47 HELD ON JULY 14, 2023, AT THE NTA PANGASINAN BRANCH 48

OFFICE, VILLASIS, PANGASINAN."

I second the motion.

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52 53 **DIR. MARTINEZ:**

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3	ADMIN. SANCHEZ:	The motion for the approval of today's Agenda having been duly
4		seconded, the same is APPROVED.
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6		RESOLUTION NO. 112, S.2023
7		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE
8		NTA GOVERNING BOARD APPROVES THE AGENDA FOR THE
9		164TH REGULAR BOARD MEETING OF THE NTA GOVERNING
10		BOARD, HELD ON JULY 14, 2023, AT THE NTA PANGASINAN
11		BRANCH OFFICE, VILLASIS, PANGASINAN.
12		UNIANUMOUCI V ADDDOVED "
13		UNANIMOUSLY APPROVED"
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15	ATTEN DADADO.	Thank way madam Chair
16	ATTY. PARADO:	Thank you madam Chair.
17		The Agenda for the 164th Regular Board Meeting is approved.
18		The Agenda for the 104 Regular Board Meeting is approved.
19		Next Agenda, for the approval/confirmation/consideration of the
20 21		Board is Agenda "A" , which is the request for "APPROVAL OF THE
22		MINUTES OF THE 118TH SPECIAL MEETING OF THE NTA
23		GOVERNING BOARD, HELD ON 27 JUNE 2023, AT 9:30AM, AT THE
24		TOBACCO FARMER'S TRAINING CENTER, BAGAY ROAD, SAN
25		GABRIEL, TUGUEGARAO CITY, CAGAYAN."
26		
27		Any motion?
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29	DIR. PADAYAO:	I move for the approval of "THE MINUTES OF THE 118TH SPECIAL
30		MEETING OF THE NTA GOVERNING BOARD, HELD ON 27 JUNE
31		2023, AT 9:30AM, AT TOBACCO FARMER'S TRAINING CENTER
32		BAGAY ROAD, SAN GABRIEL, TUGUEGARAO CITY, CAGAYAN."
33		
34	DIR. SERNA:	I second the motion, subject to submission of amendments within five
35		(5) days from today.
36		
37	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "A" having been duly seconded, the
38		same is approved, subject to submission of amendments within five (5)
39		days from today. Next item
40		DUCAL HUMAN NA 442 C 2022
41		<u>RESOLUTION NO. 113, S.2023</u>
		"DE VE DECOLUED AC M IC HEDERY DECOLUED
42		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,
43		THAT THE NTA GOVERNING BOARD APPROVES THE
44		MINUTES OF THE 118 TH SPECIAL MEETING OF THE NTA
45		GOVERNING BOARD, HELD ON 27 JUNE 2023, AT 9:30AM, AT TOBACCO FARMER'S TRAINING CENTER, BAGAY ROAD,
46		SAN GABRIEL, TUGUEGARAO CITY, CAGAYAN.
47		JAN UADRIEL, I UUUEUARAU CII I, CAUATAN.
48		UNANIMOUSLY APPROVED"
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	2 3	ATTY. PARADO:	Thank you, madam Chair.
	4 5 6 7		For our next agenda, Agenda "B", we have the request for "APPROVAL OF THE SUPPLEMENTAL GUIDELINES OF THE GULAYAN AT MANUKAN SA BARANGAY (GMB) PROJECT."
	8 9 10		I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting.
	11 12		As such, may we request for a Motion.
	13 14 15 16	DIR. CASELA:	Madam Chair. I respectfully move for the approval of the "SUPPLEMENTAL GUIDELINES OF THE GULAYAN AT MANUKAN SA BARANGAY (GMB) PROJECT."
	17 18	DIR. PADAYAO:	Madam Chair, I second the motion.
	19 20 21	ADMIN. SANCHEZ:	The motion for approval of Agenda "B" having been duly seconded, the same is approved. Next
	22 23		RESOLUTION NO. 114, S.2023
	24 25 26 27 28		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE SUPPLEMENTAL GUIDELINES OF THE GULAYAN AT MANUKAN SA BARANGAY (GMB).
	29 30		UNANIMOUSLY APPROVED"
	31	ATTY. PARADO:	Thank you madam Chair.
	32 33 34 35		Our next agenda, Agenda "C", is for the "ADOPTION OF THE REPORT UPDATE ON THE STATUS OF DISTRIBUTION OF BEEF CATTLE UNDER THE QUICK RESPONSE FUND (QRF), REGION-1."
	36 37 38 39		Again, I would like to manifest that this topic has been previously discussed during the Committee Meeting.
	40 41		As such, may we request for a Motion.
	42 43 44	DIR. TRONGCO:	Madam Chair, I move for the adoption of the "REPORT UPDATE ON THE STATUS OF DISTRIBUTION OF BEEF CATTLE UNDER THE QUICK RESPONSE FUND (QRF), REGION-1."
	45 46	DIR. CASELA:	I second the motion.
	47 48 49 50	ADMIN. SANCHEZ:	The motion for approval of Agenda "C" having been duly seconded, the same is approved. Next item
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		RESOLUTION NO. 0115, S.2023
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6		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT
7		THE NTA GOVERNING BOARD APPROVES THE ADOPTION OF
8		THE REPORT UPDATE ON THE STATUS OF DISTRIBUTION OF
9		BEEF CATTLE UNDER THE QUICK RESPONSE FUND (QRF),
10		REGION-1.
		REGION-1.
11		UNANIMOUSLY APPROVED"
12		UNANIMOUSLI APPROVED
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14	ADDIT DADADO	O Chain
15	ATTY. PARADO:	Once again, thank you madam Chair.
16		C
17		Our next agenda, Agenda "D", is for the request for "APPROVAL OF
18		THE CONDUCT OF A REPEAT ORDER FOR THE PROCUREMENT OF
19		BEEF CATTLE UNDER THE DA QUICK RESPONSE FUND (QRF), DA-
20		REGION-1, FOR THE UNUTILIZED AMOUNT OF PhP6,450,000.00,
21		AND TO THE PROPOSED MANNER OF ITS DISTRIBUTION TO
22		BENEFICIARIES."
23		
24		Again, this topic has been thoroughly discussed in yesterday's
25		Committee Meeting. There was a motion for its approval, which was
26		duly seconded.
27		·
28		Therefore, may we request for a Motion.
29		
30	DIR. PADAYAO:	Madam Chair, I move for the approval of the "CONDUCT OF A REPEAT
31		ORDER FOR THE PROCUREMENT OF BEEF CATTLE UNDER THE DA
32		OUICK RESPONSE FUND (QRF), DA-REGION-1, FOR THE
33		UNUTILIZED AMOUNT OF PhP6,450,000.00, AND TO THE
34		PROPOSED MANNER OF ITS DISTRIBUTION TO BENEFICIARIES."
35		
36	DIR. CASELA:	I second the motion.
37		
38	ADMIN. SANCHEZ:	The motion for approval of Agenda "D" having been duly seconded, the
39	ADVIIII DAIGIILA	same is approved. Next item
40		Same is approved the remain
40		RESOLUTION NO. 0116, S.2023
41		ALIGORO HOLVILLY SIZUZI
43		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT
44		THE NTA GOVERNING BOARD APPROVES THE CONDUCT OF A
45		INE NIA GUVEKNING BUAKD APPKUVES INE CUNDUCI UP A

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE CONDUCT OF A REPEAT ORDER FOR THE PROCUREMENT OF BEEF CATTLE UNDER THE DA QUICK RESPONSE FUND (QRF), DA-REGION-1, FOR THE UNUTILIZED AMOUNT OF PhP6,450,000.00, AND TO THE PROPOSED MANNER OF ITS DISTRIBUTION TO BENEFICIARIES.

UNANIMOUSLY APPROVED"

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3	ATTY. PARADO:	Thank you madam Chair.
4		·
5		Next agenda for consideration is Agenda "E" , which is for the request
6		for "APPROVAL OF THE AWARD TO BENEFICIARIES OF CURING
7		BARN ASSISTANCE UNDER THE DA QUICK RESPONSE FUND (QRF),
8		DA-REGION-1, IN THE AMOUNT OF PhP300,000.00."
9		
10		Ansy motion?
		Any motion?
11		
12	DIR. PADAYAO:	I move for the approval of the "AWARD TO BENEFICIARIES OF
13		CURING BARN ASSISTANCE UNDER THE DA QUICK RESPONSE
14		FUND (QRF), DA-REGION-1, IN THE AMOUNT OF PhP300,000.00."
15		(4.11), 211 1121311 2, 111 1112111100111 01 1 111 000,0001001
	DID TRONCCO.	I second the motion.
16	DIR. TRONGCO:	I second the motion.
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18	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "E" having been duly seconded, the
19		same is approved. Next item
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21		DECOLUTION NO. 117 C 2022
21		<u>RESOLUTION NO. 117, S.2023</u>
22		"DE IT DECOLVED AC IT IC HEDEDY DECOLVED THAT THE
		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE
23		NTA GOVERNING BOARD APPROVES THE AWARD TO BENEFICIARIES
24		OF CURING BARN ASSISTANCE UNDER THE DA QUICK RESPONSE
25		FUND (QRF), DA-REGION-1, IN THE AMOUNT OF PhP300,000.00.
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		IINANIMOIISI V APPROVED "
27		UNANIMOUSLY APPROVED"
27 28		UNANIMOUSLY APPROVED"
27 28 29		
27 28	ATTY. PARADO:	UNANIMOUSLY APPROVED" Thank you, madam Chair.
27 28 29	ATTY. PARADO:	
27 28 29 30 31	ATTY. PARADO:	Thank you, madam Chair.
27 28 29 30 31 32	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL"
27 28 29 30 31 32 33	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION
27 28 29 30 31 32 33 34	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY
27 28 29 30 31 32 33 34 35	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A
27 28 29 30 31 32 33 34	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY
27 28 29 30 31 32 33 34 35	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A
27 28 29 30 31 32 33 34 35 36 37	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00."
27 28 29 30 31 32 33 34 35 36 37 38	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been
27 28 29 30 31 32 33 34 35 36 37 38 39	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00."
27 28 29 30 31 32 33 34 35 36 37 38 39 40	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting.
27 28 29 30 31 32 33 34 35 36 37 38 39 40 41	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been
27 28 29 30 31 32 33 34 35 36 37 38 39 40	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting.
27 28 29 30 31 32 33 34 35 36 37 38 39 40 41	ATTY. PARADO: DIR. CASELA:	Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) – LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting. Should there be no further discussion, may we request for a Motion.
27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43		Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting. Should there be no further discussion, may we request for a Motion. Madam Chair, I respectfully move for the approval of the "CONDUCT"
27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44		Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) – LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting. Should there be no further discussion, may we request for a Motion. Madam Chair, I respectfully move for the approval of the "CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON
27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45		Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) – LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting. Should there be no further discussion, may we request for a Motion. Madam Chair, I respectfully move for the approval of the "CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) – LA UNION
27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46		Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting. Should there be no further discussion, may we request for a Motion. Madam Chair, I respectfully move for the approval of the "CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF
27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47		Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting. Should there be no further discussion, may we request for a Motion. Madam Chair, I respectfully move for the approval of the "CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00, SUBJECT TO RECOMMENDATIONS BY THE
27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46		Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting. Should there be no further discussion, may we request for a Motion. Madam Chair, I respectfully move for the approval of the "CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF
27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47		Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting. Should there be no further discussion, may we request for a Motion. Madam Chair, I respectfully move for the approval of the "CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00, SUBJECT TO RECOMMENDATIONS BY THE
27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48		Thank you, madam Chair. For our next agenda, Agenda "F", we have the request for "APPROVAL OF THE CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00." I would like to manifest, your honors, that this topic has been thoroughly discussed in yesterday's Committee Meeting. Should there be no further discussion, may we request for a Motion. Madam Chair, I respectfully move for the approval of the "CONDUCT OF THE 2023 CUSTOMER SATISFACTION SURVEY BY THE DON MARIANO MARCOS STATE UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN, LA UNION, WITH A PROPOSED BUDGET OF PHP321,862.00, SUBJECT TO RECOMMENDATIONS BY THE

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2	ADMIN SANCHET	The motion for approval of Agenda "F" having been duly seconded, the
4	ADMIN. SANCILLE.	same is approved. Next
5		Suite to approvous residue
6		RESOLUTION NO. 118, S.2023
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7		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,
8		THAT THE NTA GOVERNING BOARD APPROVES THE
9		CONDUCT OF THE 2023 CUSTOMER SATISFACTION
10		SURVEY BY THE DON MARIANO MARCOS STATE
11		UNIVERSITY (DMMSU) - LA UNION CAMPUS, BACNOTAN,
12		LA UNION, WITH A PROPOSED BUDGET OF
13		PHP321,862.00, SUBJECT TO RECOMMENDATIONS BY
14		THE BOARD."
15		
16		UNANIMOUSLY APPROVED"
17		
18	ATTY. PARADO:	Thank you madam Chair.
19		
20		Our next agenda, Agenda "G", is for the request for "APPROVAL OF
21		THE RESULTS OF AUDIT OF THE TOBACCO FARMERS
22		DEPENDENTS SCHOLARSHIP PROGRAM."
23		A . T. IIII
24		Again, I would like to manifest that this topic has been previously
25		exhaustively discussed during the Committee Meeting.
26		As such, may we request for a Motion.
27		As such, may we request for a Motion.
28 29	DIR. MARTINEZ:	Madam Chair, I move for the approval of the "RESULTS OF AUDIT OF
30	DIK. MAKTIMEZ.	THE TOBACCO FARMERS' DEPENDENTS SCHOLARSHIE
31		PROGRAM."
32		
33	DIR. CASELA:	I second the motion, subject to the recommendations made by the
34		Board.
35		
36	ADMIN. SANCHEZ:	The motion for approval of Agenda "G" having been duly seconded, the
37		same is approved. Next item
38		
39		RESOLUTION NO. 0119, S.2023
40		
41		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT
42		THE NTA GOVERNING BOARD APPROVES THE RESULTS OF
43		AUDIT OF THE TOBACCO FARMERS' DEPENDENTS
44		SCHOLARSHIP PROGRAM, SUBJECT TO BOARD
45		RECOMMENDATIONS.
46		UNANIMOUSLY APPROVED"
47		UMAMMOUSLI AI I NOVLD
48 49		
50	ATTY. PARADO:	Thank you madam Chair.
51	ALLANTIMUMO	
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2 Our next agenda, Agenda "H", is for the request for "APPROVAL OF 3 THE RE-CONFIRMATION OF THE PROMOTIONAL APPOINTMENT 4 OF MS. MARCELIA P. PULGAR, AS SENIOR TOBACCO PRODUCTION 5 AND REGULATION OFFICER, CANDON BRANCH OFFICE." 6 7 Again, I would like to manifest that this topic has been previously 8 discussed in yesterday's Committee Meeting. 9 10 In the absence of any further discussion, may we request for a Motion. 11 12 Madam Chair, I move for the approval of the "RE-CONFIRMATION OF **DIR. PADAYAO:** 13 THE PROMOTIONAL APPOINTMENT OF MS. MARCELIA P. PULGAR, 14 AS SENIOR TOBACCO PRODUCTION AND REGULATION OFFICER, 15 **CANDON BRANCH OFFICE."** 16 17 DIR. CASELA: I second the motion. 18 19 ADMIN. SANCHEZ: The motion for approval of Agenda "H" having been duly seconded, the 20 same is approved. Next item... 21 22 RESOLUTION NO. 0120, S.2023 23 24 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 25 GOVERNING BOARD APPROVES THE THE 26 CONFIRMATION OF THE PROMOTIONAL APPOINTMENT OF MS. 27 MARCELIA P. PULGAR, AS SENIOR TOBACCO PRODUCTION AND 28 REGULATION OFFICER, CANDON BRANCH OFFICE. 29 30 UNANIMOUSLY APPROVED" 31 32 33 Thank you madam Chair. 34 **ATTY. PARADO:** 35 Next agenda for consideration is Agenda "I", which is for the request 36 for "APPROVAL OF THE DESIGNATION OF DIR. NESTOR C. CASELA, 37 ACADEMIC COMMUNITY SECTOR REPRESENTATIVE, AS THE NTA 38 GOVERNING BOARD'S AUTHORIZED REPRESENTATIVE IN THE 39 INTERVIEW OF APPLICANTS TO VACANT PERMANENT PLANTILLA 40 POSITIONS FOR DIVISION CHIEF (DC) AND DEPARTMENT 41 MANAGER (DM) POSITIONS OR THEIR EQUIVALENT." 42 43 Any motion from among the members of the Board? 44 45 I move for the approval of the "DESIGNATION OF DIR. NESTOR C. **DIR. TRONGCO:** 46 CASELA, ACADEMIC COMMUNITY SECTOR REPRESENTATIVE, AS 47 THE NTA GOVERNING BOARD'S AUTHORIZED REPRESENTATIVE 48 IN THE INTERVIEW OF APPLICANTS TO VACANT PERMANENT 49 PLANTILLA POSITIONS FOR DIVISION CHIEF (DC) AND 50 (DM) POSITIONS MANAGER DEPARTMENT 51 **EQUIVALENT.**" 52

2	DIR. PADAYAO:	I second the motion.
4 5 6	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "I" having been duly seconded, the same is approved. Next item
7 8		RESOLUTION NO. 121, S.2023
9		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE
10		NTA GOVERNING BOARD APPROVES THE DESIGNATION OF DIR.
11		NESTOR C. CASELA, ACADEMIC COMMUNITY SECTOR
12		REPRESENTATIVE, AS THE NTA GOVERNING BOARD'S AUTHORIZED
13		REPRESENTATIVE IN THE INTERVIEW OF APPLICANTS TO VACANT
14		PERMANENT PLANTILLA POSITIONS FOR DIVISION CHIEF (DC) AND
15		DEPARTMENT MANAGER (DM) POSITIONS OR THEIR EQUIVALENT.
16		
17		UNANIMOUSLY APPROVED"
18		
19		
20	ATTY. PARADO:	Thank you madam Chair.
21		
22		For our next agenda, we have Agenda "J", which is the request for
23		"APPROVAL OF THE RESOLUTION REQUESTING THE
24		DEPARTMENT OF BUDGET AND MANAGEMENT (DBM) FOR THE
25		RELEASE OF FUNDING FOR THE STEP FROM THE PROCEEDS OF RA
26		4155, OR THE TOBACCO FUND."
27		A
28		Any motion?
29 30	DIR. CASELA:	I move for the approval of the "RESOLUTION REQUESTING THE
31	DIR. CAJELA.	DEPARTMENT OF BUDGET AND MANAGEMENT (DBM) FOR THE
32		RELEASE OF FUNDING FOR THE STEP FROM THE PROCEEDS OF RA
33		4155, OR THE TOBACCO FUND."
34		1155, OK THE TODIGGO TOND.
35	DIR. TRONGCO:	I second the motion.
36		
37	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "J" having been duly seconded, the
38		same is approved. Next item
39		
40		RESOLUTION NO. 122, S.2023
41		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE
42		NTA GOVERNING BOARD APPROVES THE RESOLUTION REQUESTING
43		THE DEPARTMENT OF BUDGET AND MANAGEMENT (DBM) FOR THE
44		RELEASE OF FUNDING FOR THE STEP FROM THE PROCEEDS OF RA
45		4155, OR THE TOBACCO FUND.
46		
47		UNANIMOUSLY APPROVED"
48		
49	ATTY. PARADO:	Thank you, madam Chair.
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2 3		Our last item in the Agenda is on "Other Matters", as follows: The
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4		"PROPOSED SCHEDULE FOR THE 119TH SPECIAL MEETING OF THE
5		NTA GOVERNING BOARD WILL BE ON 27 JULY 2023, THURSDAY,
6		9:00AM (TENTATIVE). THE COMMITTEE MEETING WILL BE ON 26
7		JULY 2023, WEDNESDAY, at 9:00AM, at the NTA Board Room, 11th
8		Floor, Upper Class Tower Building, Quezon Avenue, Quezon City."
9		
10		As such, madam Chair, we have no other agenda.
11		
12		We are now ready to adjayer
		We are now ready to adjourn.
13		
14		
15	V. ADJOURNMENT	Γ
16	,	
	ADMINI CANCILEZ.	There have no other matters to discuss on the discussion
17	ADMIN. SANCHEZ:	There being no other matters to discuss, we are ready to adjourn.
18		
19		Can we have a motion?
20		
21	DIR. CASELA:	Madam Chair, I move for the adjournment of the meeting.
22	MARCI CAROLLELA	radam diam, i move for the adjournment of the meeting.
23	DIR. PADAYAO:	I second the motion.
24		
25	ADMIN. SANCHEZ:	Acting upon the Motion for Adjournment, today's meeting is hereby
26		adjourned.
27		aujournea.
		40 OPPERE
28		SO ORDERED.
29		
30		Thank you.
31		,
32		
		V . BUILDING WAS ADVOUDABLE AND THE STATE OF A CORE
33		Note: THE MEETING WAS ADJOURNED AT EXACTLY 02:13PM.
34		
35		PREPARED AND CERTIFIED CORRECT:
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37		
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39		
40		ATTY. JUN FRED V. PARADO
41		Acting Board Secretary
42		
		NTA Governing Board
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45		
46		
47	ATTESTED:	
	ATTESTED:	
48		
49		/ //
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51		Hon, BELINDA'S, SANCHEZ
52		Administrator & CEO and Vice-Chairman,
53		NTA Governing Board

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

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

Hon. LUZ VIMINDA D. PADAYAO
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

 11^{th} Floor, Upper Class Tower, Quezon Ave., Quezon City Tel No. (02) 8374-3987 / Fax. No. (02) 8374-2505 / website: nta.da.gov.ph ISO 9001: 2015 QMS CERTIFIED

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OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND EIGHTEEN (118TH) SPECIAL BOARD MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT TOBACCO FARMER'S TRAINING CENTER, BAGAY ROAD, SAN GABRIEL, TUGUEGARAO CITY, CAGAYAN 27 JUNE 2023 (1:30 PM)

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PRESENT:

Adm. BELINDA S. SANCHEZ

Vice-Chair of the Board and

Administrator/CEO **Presiding Officer**

20 21 Dir. JESSIE PAT M. SERNA

Member, Tobacco Traders/Export Sector

Dir. NESTOR C. CASELA Dir. WILFREDO C. MARTINEZ

Member, Academic Community Member, Tobacco Farmers Sector

Dir. LUZVIMINDA U. PADAYAO

Member, Tobacco Farmers Sector

Dir. DANILO C. TRONGCO

Member, Tobacco Farmers Sector

OTHERS PRESENT:

28 Dr. GIOVANNI B. PALABAY 29

OIC-Deputy Administrator for Operations

Atty. ROHBERT A. AMBROS

Manager, Regulation Department

Ms. ZENAIDA T. ARROJO

Manager, Administrative Department Manager, Cagayan Branch Office

Mr. GILBERT A. TAGUIAM Mr. FREDDIE G. LAZARO

Public Relation Officer V

Legal Officer V, Office of the Admin.

Atty. JUN FRED V. PARADO

Acting Board Secretary V

Mr. EMMANUEL N. VALERA

Administrative Assistant I

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HIGHLIGHTS OF THE MEETING

40 41 42

I. **CALL TO ORDER**

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The Honorable Administrator & CEO called the meeting to order at 1:30PM.

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

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She then requested Mr. Emmanuel N. Valera, Administrative Assistant I (Job Order) of the NTA Governing Board, to lead the Opening Prayer.

53 54

OPENING PRAYER

55 56

Mr. Valera, Administrative Assistant I, led the Opening Prayer.

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III. **DETERMINATION OF QUORUM**

The Hon. Adm....strator asked Atty. Jun Fred V. Parado, Acting Board Secretary V, to 2 determine the quorum. 3 4 Thank you very much, madam Chair. Good afternoon to ATTY. PARADO: 5 everyone. For the 118th Special Board Meeting of the NTA 6 Governing Board, we have here with us, personally present in 7 the Board Room, our NTA Administrator and CEO Belinda S. 8 Sanchez, Good afternoon po ma'am. We have our honorable 9 directors, Dir. Nestor C. Casela, Dir. Luzviminda U. Padayao, 10 Dir. Jessie Pat M. Serna, Dir. Wilfredo C. Martinez and Dir. Danilo C. Trongco. May we also acknowledge the presence of 11 Dr. Giovanni B. Palabay, OIC-Deputy Administrator for 12 13 Operations, Atty. Rohbert A. Ambros, Regulation Department, Manager, Ms. Zenaida T. Arrojo, Manager, Administrative 14 Department, Mr. Gilbert A. Taguiam, Manager, Cagayan Branch 15 Office, Mr. Freddie G. Lazaro, Public Relations Officer V, and Mr. 16 17 Emmanuel N. Valera, Administrative Assistant I of the 18 Governing Board. As such, madam Chair, we have a quorum. 19 Thank you very much. 20 21 Thankyou Atty. There being a Quorum, we are now going to the ADMIN. SANCHEZ: 22 reading of the Agenda. Again, may I call on the acting Board 23 Secretary for the reading and presentation of the Agenda. 24 25 Thank you, madam Chair. So, for our first agenda, we have the **ATTY. PARADO:** "Approval of the Agenda of the 118th Special Board 26 Meeting of the NTA Governing Board, held on 27 June 27 28 2023, at the Tobacco Farmer's Training Center, Bagay Road, San Gabriel, Tuguegarao City, Cagayan". Can we have 29 30 a motion? 31 May I respectfully request for the approval of the agenda of the 32 DIR. MARTINEZ 33 118th Special Board Meeting of the NTA Governing Board, held 34 on 27 June 2023, at the Tobacco Farmer's Training Center, 35 Bagay Road, San Gabriel, Tuguegarao City, Cagayan. 36 I second the motion for the approval of the Agenda of the 118th 37 **DIR. PADAYAO:** Special Board Meeting of the NTA Governing Board, held on 27 38 39 June 2023, at the Tobacco Farmer's Training Center, Bagay 40 Road, San Gabriel, Tuguegarao City, Cagayan. 41 ADMIN. SANCHEZ: The motion for the approval of today's Agenda having been 42 43 duly seconded, the same is APPROVED. 44 45 46 **RESOLUTION NO. 091, S.2023** 47 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 48 THE NTA GOVERNING BOARD APPROVES THE AGENDA OF 49 THE 118th SPECIAL BOARD MEETING OF THE NTA 50 GOVERNING BOARD, HELD ON 27 JUNE 2023, AT THE 51 TOBACCO FARMER'S TRAINING CENTER, BAGAY ROAD, SAN 52 GABRIEL, TUGUEGARAO CITY, CAGAYAN. 53 54 UNANIMOUSLY APPROVED" 55 56 57

Francis Contra

hank you, apo Directors. So, the Agenda for the 118th Special 1 **ATTY. PARADO:** 2 Board Meeting approved. is 3 approval/confirmation/consideration of the Board is the next 4 Agenda, which is the "Approval of the Minutes of the 163nd 5 Regular Board Meeting of the NTA Governing Board held on June 16, 2023, at 1:30PM at the NTA Board Room. 6 11/Floor, Upper Class Tower Building, Quezon Avenue, 7 8 Quezon City". Any motion? 9 10 **DIR. TRONGCO:** I move for the approval of the Minutes of the 163nd Regular 11 Board Meeting of the NTA Governing Board held on June 16, 12 2023, at 1:30PM at the NTA Board Room, 11/Floor, Upper Class Tower Building, Quezon Avenue, Quezon City. 13 14 15 **DIR. MARTINEZ:** I second the motion, subject to submission of amendments 16 within five (5) days from today. 17 18 ADMIN. SANCHEZ: The Motion for Approval of Agenda having been duly 19 seconded, the same is approved, subject to submission of 20 amendments within five (5) days from today. Next item... 21 22 23 **RESOLUTION NO. 092, S.2023** 24 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, 25 THAT THE NTA GOVERNING BOARD APPROVES THE 26 MINUTES OF THE 163rd REGULAR BOARD MEETING OF 27 THE NTA GOVERNING BOARD, HELD ON 16 JUNE 2023. 28 AT 1:30 P.M., AT THE NTA BOARD ROOM, 11th FLOOR, 29 UPPER CLASS TOWER BUILDING, QUEZON AVENUE, 30 QUEZON CITY. 31 32 **UNANIMOUSLY APPROVED"** 33 34 35 **ATTY. PARADO:** Thank you, madam Chair. For our next agenda, we have: 36 37 A. APPROVAL/ADOPTION OF THE STATUS REPORT OF 2023 38 TOBACCO TRADING AS OF 15 JUNE 2023, SUBJECT TO 39 **OBSERVATIONS AND RECOMMENDATIONS OF THE BOARD** 40 41 B. APPROVAL OF NTA MEMORANDUM CIRCULAR NO. 001, SERIES 42 2023 AMENDING RULES 1, 2, 3 AND 4, REGULATION XII OF THE 43 2018 REVISED RULES AND REGULATIONS GOVERNING THE 44 TRADING AND REDRYING OF LOCALLY GROWN LEAF TOBACCO, 45 **AS AMENDED** 46 47 C. APPROVAL OF THE AMENDMENTS / REVISIONS TO THE 48 IMPLEMENTING GUIDELINES OF THE NTA'S PROGRAM ON 49 AWARDS AND INCENTIVES FOR SERVICE EXCELLENCE (PRAISE), 50 PARTICULARLY AS TO ITS BUDGETARY REQUIREMENTS 51 52 D. APPROVAL OF THE AMENDMENTS / REVISIONS TO THE 53 IMPLEMENTING GUIDELINES OF THE NTA'S MOBILITY 54 SUPPORT PROGRAM FOR EXTENSION WORKERS 55 56 E. APPROVAL OF THE REPORT ON THE RESULT OF OPERATIONS 57 AUDIT ON THE CHICKEN LAYER ASSISTANCE PROJECT (CLAP) 58

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1	F.	PPROVAL/ ADOPTION OF THE REPURT UPDATE ON THE
2		OPERATIONS OF THE NTA - KADIWA NI ANI AT KITA, SUBJECT
4		TO RECOMMENDATIONS OF THE BOARD
5	G.	APPROVAL /ADOPTION OF THE PROPOSED MANNER OF
6		EXPENDITURE / DISTRIBUTION OF THE PhP100 MILLION CASH
7		PORTION OF THE INCENTIVE / SUBSIDY GIVEN TO TCGS-
8		REGISTERED TOBACCO FARMERS, INCLUDING THE PHP150
9 10		MILLION TCGS BUDGET FROM THE NTA CORPORATE FUNDS,
11		SUBJECT TO BOARD RECOMMENDATIONS
12	H.	APPROVAL OF THE REVIEW, AMENDMENT, AND REVISION OF
13		THE IMPLEMENTING GUIDELINES OF NTA PROGRAMS AND
14		PROJECTS, PER COA AUDIT OBSERVATION MEMORANDUM
15		(AOM), TO BE PRESENTED DURING THE NEXT BOARD MEETING
16		
17 18		I would also like to manifest, your honors, that these items
19		have been thoroughly discussed in yesterday's Committee
20		Meeting. As such, may we request a Motion.
21	DIR. SERNA:	Madam Chair. I move for the wholesale approval of agenda "A,
22		B, C, D, E, F, G and H", since all these topics have been
23		thoroughly discussed in yesterday's Committee meeting.
24		
25	ALL DIRECTORS:	Duly seconded the motion for the wholesale approval of
26		agenda "A, B, C, D, E, F, G and H".
27		
28	ADMIN. SANCHEZ:	The motion for wholesale approval of agenda "A, B, C, D, E, F,
29		G and H " having been duly seconded, the same is approved.
30		
31 32		RESOLUTION NO. 093, S.2023
		MADONO ITOM MOTO/O, DINORO
33		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,
34		THAT THE NTA GOVERNING BOARD APPROVES/ADOPTS
35		THE STATUS REPORT OF 2023 TOBACCO TRADING AS OF
36		15 JUNE 2023, SUBJECT TO THE RECOMMENDATIONS OF
37 38		THE BOARD.
39		UNANIMOUSLY APPROVED"
40		OTTANIA O O DEL TAL ELO VIII (III)
41		
42		XXXXX
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44 45		RESOLUTION NO. 094, S.2023
7.5		RESOLUTION NO. 074, 3,2025
46		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED.
47		THAT THE NTA GOVERNING BOARD APPROVES THE NTA
48		MEMORANDUM CIRCULAR NO. 001, SERIES OF 2023,
49		AMENDING RULES 1, 2, 3, AND 4 REGULATION XII OF THE
50		2018 REVISED RULES AND REGULATIONS GOVERNING
51 52		THE TRADING AND REDRYING OF LOCALLY GROWN LEAF
52 53		TOBACCO, AS AMENDED.
54		UNANIMOUSLY APPROVED"
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57 50		XXXXX
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3	RESOLUTION NO. 095, S.2023
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4	**
4	"BE IT RESOLVED, AS IT IS HEREBY RESOLVED
5	THAT THE NTA GOVERNING BOARD APPROVES THE
6	AMENDMENTS / REVISIONS TO THE IMPLEMENTING
7	GUIDELINES OF THE NTA'S PROGRAM ON AWARDS AND
8	INCENTIVES FOR SERVICE EXCELLENCE (PRAISE)
9	PARTICULARLY AS TO ITS BUDGETARY REQUIREMENTS.
10	
11	UNANIMOUSLY APPROVED"
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15	XXXXX
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17	RESOLUTION NO. 096, S.2023
	MISOLOTTON NO. 070, S.2025
18	WIRE HE DECOLUED AS WE IS LEDGED DECOLUED.
19	"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE
20	
21	AMENDMENTS/ REVISIONS TO THE IMPLEMENTING GUIDELINES OF THE NTA'S MOBILITY SUPPORT PROGRAM
22	FOR EXTENSION WORKERS.
23	FOR EXTENSION WORKERS.
24	UNANIMOUSLY APPROVED"
25	OMMINIOUSEI III I ROYES an
26	
27	XXXXX
28	
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30	RESOLUTION NO. 097, S.2023
31	"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,
32	THAT THE NTA GOVERNING BOARD APPROVES THE
33	REPORT ON THE RESULT OF OPERATION AUDIT ON
34	CHICKEN LAYER ASSISTANCE PROJECT (CLAP).
35	
36	UNANIMOUSLY APPROVED"
37	
38 39	
40	XXXXX
41	
42	
43	RESOLUTION NO. 098, S.2023
44	"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,
45	THAT THE NTA GOVERNING BOARD APPROVES/ ADOPTS
46	THE REPORT UPDATE ON THE OPERATIONS OF THE NTA-
47	KADIWA NI ANI AT KITA, SUBJECT TO THE
48	RECOMMENDATIONS OF THE BOARD.
49	
50	UNANIMOUSLY APPROVED"
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53	XXXXX
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RESOLUTION NO. 099, S.2023

2 3 4 5 6 7 8 9		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES/ ADOPTS THE PROPOSED MANNER OF EXPENDITURE/ DISTRIBUTION OF THE PHP100 MILLION CASH PORTION OF THE INCENTIVE/SUBSIDY GIVEN TO TCGS-REGISTERED TOBACCO FARMERS, INCLUDING THE PHP150 MILLION TCGS BUDGET FROM THE NTA CORPORATE FUND, SUBJECT TO BOARD RECOMMENDATIONS.
11 12 13 14 15		UNANIMOUSLY APPROVED" xxxxx
16 17		RESOLUTION NO. 100, S.2023
18 19 20 21 22 23 24 25		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REVIEW, AMENDMENT, AND REVISION TO THE IMPLEMENTING GUIDELINES OF THE NTA PROGRAMS AND PROJECTS, PER COA AUDIT OBSERVATION MEMORANDUM (AOM), TO BE PRESENTED DURING THE NEXT BOARD MEETING (GULAYAN AT MANUKAN SA BARANGAY)
26 27		UNANIMOUSLY APPROVED"
28		XXXXX
29 30 31 32 33 34 35 36 37 38	ATTY. PARADO:	Thank you, madam Chair. Our last item is on "Other Matters", the "Proposed Schedule for the 164 th Regular Board Meeting of the NTA Governing Board, which will be on 14 July 2023, Friday, at 9:00AM (tentative)." The Committee Meeting will be a day prior, or on 13 July 2023, Thursday, at 9:00AM (tentative). As such, madam Chair, we have no other agenda. We are ready to adjourn.
39 40	V. ADJOURNMEN	Γ
41 42 43	ADMIN. SANCHEZ:	There being no other matters to discuss, we are ready to adjourn. Can we have a motion?
43 44 45	DIR. PADAYAO:	Madam Chair. I move for the adjournment of the meeting.
46 47	DIR. CASELA:	I second the motion.
47 48 49 50	ADMIN. SANCHEZ:	Acting upon the Motion for Adjournment, today's meeting is hereby adjourned.
51 52		SO ORDERED.
53 54		Thank you.
55 56 57 58		Note: THE MEETING WAS ADJOURNED AT EXACTLY 2:10PM.

PREPARED AND CERTIFIED CORRECT: ATTY. JUNERED V. PARADO Acting Boord 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. LUZVIM NDA U. 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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ATTY. PARADO: 58 59

OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND SIXTY-THIRD (163rd) REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11/FLOOR, UPPER CLASS TOWER BUILDING, QUEZON AVENUE, QUEZON CITY.

16 JUNE 2023 (1:30PM)

PRESENT: Vice-Chair of the Board and Adm. BELINDA S. SANCHEZ

> **Administrator & CEO Presiding Officer**

Dir. JESSIE PAT M. SERNA Member, Tobacco Traders/Exporters Sector

Member, Academic Community Dir. NESTOR C. CASELA Dir. WILFREDO C. MARTINEZ Member, Tobacco Farmers Sector Dir. LUZVIMUNDA U. PADAYAO Member, Tobacco Farmers Sector Dir. DANILO C. TRONGCO Member, Tobacco Farmers Sector

OTHERS PRESENT:

Legal Officer V, Office of the Admin. Atty. JUN FRED V. PARADO

Acting Board Secretary V

Mr. EMMANUEL N. VALERA Administrative Assistant I (10)

HIGHLIGHTS OF THE MEETING

CALL TO ORDER

The Honorable Administrator & CEO called the meeting to order at 1:30PM.

At the outset, she informed that as Vice-Chair, she will preside, all the matters in the agenda being purely administrative in nature.

She then requested Mr. Emmanuel N. Valera, Administrative Assistant I (Job Order) of the NTA Governing Board, to lead the Opening Prayer.

II. OPENING PRAYER

Mr. Valera, Administrative Assistant I (10), led the Opening Prayer.

III. DETERMINATION OF QUORUM

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

> Thank you very much, Madam Chair. Good afternoon to everyone. For the 163rd Regular Board Meeting of the NTA Governing Board, we have here with us, our NTA

1. administrator and CEO Belinda S. Sanchez. Good afternoon, 2 ma'am. Also, we have our honorable directors, Dir. Nestor C. 3 Casela, Dir. Luzviminda U. Padayao, Dir. Jessie Pat M. Serna, 4 and Dir. Danilo C. Trongco. We will be joined shortly by Dir. 5 Wilfredo C. Martinez thru the online platform. Also, we have 6 Mr. Emmanuel N. Valera, Administrative Assistant I. As such. 7 madam Chair, we have a quorum. 8 9 Thank you very much. 10 ADMIN. SANCHEZ: There being a Quorum, we are now going to the reading of the 11 12 Agenda. Again, may I call on the acting Board Secretary for the 13 reading and presentation of the Agenda. 14 15 **ATTY. PARADO:** Thank you, madam Chair. So, for our first agenda, we have the 16 request for "Approval of the Agenda of the 163rd Regular Board Meeting of the NTA Governing Board, held on 16 17 18 June 2023, at the NTA Board Room, 11/Floor, Upper Class 19 Tower Building, Quezon Avenue, Quezon City". Can we have 20 a motion? 21 22 May I respectfully request for the approval of the agenda of the **DIR. CASELA:** 23 163rd Regular Board Meeting of the NTA Governing Board, held 24 on 16 June 2023, at the NTA Board Room, 11/Floor, Upper 25 Class Tower Building, Quezon Avenue, Quezon City. 26 27 **DIR. TRONGCO:** I second the motion. 28 29 The motion for the approval of today's Agenda having been ADMIN. SANCHEZ: 30 duly seconded, the same is APPROVED. 31 32 33 RESOLUTION NO. 083, S.2023 34 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 35 THE NTA GOVERNING BOARD APPROVES THE AGENDA OF 36 THE 163rd REGULAR BOARD MEETING OF THE NTA 37 GOVERNING BOARD, HELD ON 16 JUNE 2023, AT THE NTA 38 BOARD ROOM, 11th FLOOR, UPPER CLASS TOWER BUILDING, 39 QUEZON AVENUE, QUEZON CITY. 40 41 UNANIMOUSLY APPROVED" 42 43 44 **ATTY. PARADO:** Thank you, apo Directors. So, the Agenda for the 163rd Regular 45 Board Meeting is approved. 46 47 Next, for approval/confirmation/consideration of the Board is Agenda "A", which is the request for "Approval of the 48 49 Minutes of the 117th Special Board Meeting of the NTA 50 Governing Board held on May 25, 2023, at 1:30PM at the 51 NTA Board Room, 11/Floor, Upper Class Tower Building, 52 Quezon Avenue, Quezon City". Any motion? 53 54 DIR. PADAYAO: I move for the Approval of the Minutes of the 117th Special 55 Board Meeting of the NTA Governing Board held on May 25, 56 2023, at 1:30PM at the NTA Board Room, 11/Floor, Upper 57 Class Tower Building, Quezon Avenue, Quezon City. 58

1 ,	DIR. SERNA:	second the motion, subject to submission of amendments within five (5) days from today.
3 4 5 6 7	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "A" having been duly seconded, the same is approved, subject to submission of amendments within five (5) days from today. Next item
8 9		RESOLUTION NO. 084, S.2023
10 11 12 13 14 15 16 17 18 19		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 117th SPECIAL BOARD MEETING OF THE NTA GOVERNING BOARD, HELD ON 23 MAY 2023, AT 1:30 P.M., AT THE NTA BOARD ROOM, 11th Floor, UPPER CLASS TOWER BUILDING, QUEZON AVENUE, QUEZON CITY. UNANIMOUSLY APPROVED"
20 21 22	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "B" we have the request for "Approval of the Report on the
2324252627		Disposal of Properties, Plant and Equipment (PPEs) ". I would like also to manifest, your honors, that this topic was thoroughly discussed in the Committee Meeting. As such, may we request for a Motion.
28 29 30 31	DIR. SERNA:	Madam Chair. I move for the wholesale approval of agenda "B C, D, E, F and G", these topics having been thoroughly discussed in yesterday's Committee Meeting.
32 33 34	ALL DIRECTORS:	(Seconding the motion for the wholesale approval of agenda "B, C, D, E, F and G")
35 36 37	ADMIN. SANCHEZ:	The motion for the wholesale approval of Agenda "B, C, D, E, I and G" having been duly seconded, the same is approved.
38 39		<u>RESOLUTION NO. 085, S.2023</u>
40 41 42 43 44	REPO	"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT NTA GOVERNING BOARD APPROVES/ ADOPTS THE RT ON THE DISPOSAL OF PROPERTIES, PLANT AND PMENT (PPEs).
45		UNANIMOUSLY APPROVED"
46		
47		XXXXX
48		RESOLUTION NO. 086, S.2023
49		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE
50		GOVERNING BOARD APPROVES THE REQUEST FOR THE
51 52		TION / CONSTITUTION OF AN NTA COMPOSITE TEAM WITH AUTHORITY TO NEGOTIATE WITH THE PHILIPPINE
53		SIT INSURANCE CORPORATION (PDIC) FOR THE FINAL
54		LEMENT OF UNPAID LOAN ON THE NTA REAL PROPERTY

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2 3	RIZAL.	
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4	BE IT RESOLVEI	D FURTHER, THAT THE NTA COMPOSITE
5		POSED OF THE FOLLOWING:
	TLAM SHALL DE COM	OSLD OF THE POLLOWING.
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7	Chairman:	Mr. BENEDICTO M. SAVELLANO
8		Deputy Administrator for Support Services
9		
10	Members:	Ms. ZENAIDA T. ARROJO
11		Manager, Administrative Department
12		Mr. REYNALDO C. AQUINO
13		Officer-in-Charge (OIC), Finance Department
14		Atty. ROHBERT A. AMBROS
15		Manager, Regulation Department
16		Atty. JUN FRED V. PARADO
17		• -
	•	Attorney V/ Acting Board Secretary V
18		
19	Board Representative	: Dir. WILFREDO C. MARTINEZ
20		Chairman, Committee on Legal Matters & Properties
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22	IINIANII	MOUSLY APPROVED"
23	UVAIVII	MOUSLI AFFROVED
23		
24		XXXXX
		••••
25	RESC	<u>OLUTION NO. 087, S.2023</u>
26	"BE IT RESOLV	ED, AS IT IS HEREBY RESOLVED, THAT THE
27	NTA GOVERNING BOAR	D APPROVES THE REPORT ON THE REVIEW
28		ARCH GUIDELINES, SUBJECT TO THE
29		F THE MEMBERS OF THE BOARD.
29	RECOMMENDATIONS O	FINE MEMDERS OF THE DOARD.
20	V/27 4 2 V/2	ACTUALLY ADDROVED.
30	UNANIA	MOUSLY APPROVED"
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32		XXXXX
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35	DEC	OLUTION NO ADD C 2022
33	<u>KESO</u>	OLUTION NO. 088, S.2023
36	"DE IT	DECOLVED AC IT IC HENEDY DECOLVED
		RESOLVED, AS IT IS HEREBY RESOLVED,
37		TA GOVERNING BOARD APPROVES THE
38	RESULT OF THI	ENTA STRATEGIC PLANNING (STRATPLAN).
39	UNANIA	MOUSLY APPROVED"
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43	DECA	
43	<u>KESO</u>	<u>OLUTION NO. 089, S.2023</u>
44	upe in	RESOLVED, AS IT IS HEREBY RESOLVED,
45		GOVERNING BOARD APPROVES THE AUDIT
46	REPORT ON T	THE PROCESS OF CONDUCT OF OCULAR
47	INSPECTION.	DOCUMENTATION AND RECORDING OF
48		DUCTS REGULATION DIVISION FOR (CY)
49	2023.	POGES MEGOWITION PHYSICH FOR (CI)
	2023.	
50		
51	UNA	NIMOUSLY APPROVED"
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53		xxxxx
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RESOLUTION NO. 090, S.2023

4 5 6 7 8 9		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE PROPOSED SIMULTANEOUS CIVIL, ELECTRICAL WORKS AND APPLICATION FOR THE ELECTRICAL SUPPLY OF THE QUALITY ASSURANCE & LABORATORY BUILDING, WITH A BUDGETARY REQUIREMENTS OF PHP 1,005,979.98.
11 12		UNANIMOUSLY APPROVED"
13		XXXXX
14 15 16 17 18 19	ATTY. PARADO:	Thank you, madam Chair. Our last item is on "Other Matters", the "Proposed Schedule for the 118th Special Board Meeting of the NTA Governing Board, which will be on 27 June 2023, Tuesday, at 9:00AM (tentative)."
20 21		As such, Madam Chair, we have no other agenda.
22 23		We are ready to adjourn.
24 25	V. ADJOURNMEN	г
26 27	ADMIN. SANCHEZ:	There being no other matters to discuss, we are now ready to adjourn. Can we have a motion?
28 29 30	DIR. CASELA:	Madam Chair. I move for the adjournment of the meeting.
31 32	DIR. PADAYAO:	I second the motion.
33 34 35	ADMIN. SANCHEZ:	Acting upon the Motion for Adjournment, today's meeting is hereby adjourned.
36		SO ORDERED.
37 38 39		Thank you.
40 41 42 43		Note: THE MEETING WAS ADJOURNED AT EXACTLY 2:20PM.
44 45 46		PREPARED AND CERTIFIED CORRECT:
47 48 49 50		
51 52 53		ATTY. JUN FRED V. PARADO Acting Board Secretary NTA Governing Board
54 55 56		

ATTESTED: Hon. BELINDA'S. SANCHEZ Administrator & CEO and Vice-Chairman, NTA Governing Board Appointive Director, Academic Community Sector Appointive Director, Tobacco Parmers Sector Appointive Director, Toback Farmers Sector Hon. JESSE/PAT M. SERNA Appointive Director, Tobacco Traders/Exporters Sector Hon. DANILO C. TRONGCO Appointive Director, Tobacco Farmers Sector



11th Floor, Upper Class Tower, Quezon Ave., Quezon City Tel No. (02) 8374-3987 / Fax. No. (02) 8374-2505 / website: nta.da.gov.ph ISO 9001: 2015 QMS CERTIFIED

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OPENING PRAYER

Mr. Valera, Administrative Assistant I, led the Opening Prayer.

OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND SEVENTEENTH (117TH) SPECIAL BOARD MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE NTA BOARD ROOM, 11/F UPPER CLASS TOWER BUILDING, QUEZON AVENUE, QUEZON CITY

23 MAY 2023 (1:30 PM)

PRESENT: Adm. BELINDA S. SANCHEZ Vice-Chair of the Board and

> Administrator/CEO **Presiding Officer**

Member, Tobacco Traders/Export Sector

Member, Academic Community Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector

OTHERS PRESENT: Atty. JANE C. BACAYO **Assistant Secretary for Administration**

Mr. BENJAMIN V. SARMIENTO **Executive Assistant IV/ Special** Assistant to the Administrator

Dr. GIOVANNI B. PALABAY **OIC-Deputy Administrator for Operations** Mr. FREDDIE G. LAZARO

Public Relations Officer V

Legal Officer V, Office of the Admin.

Acting Board Secretary V Administrative Assistant I

HIGHLIGHTS OF THE MEETING

I. **CALL TO ORDER**

Dir. JESSIE PAT M. SERNA

Dir. DANILO C. TRONGCO

Atty. JUN FRED V. PARADO

Mr. EMMANUEL N. VALERA

Dir. WILFREDO C. MARTINEZ

Dir. LUZVIMUNDA U. PADAYAO

Dir. NESTOR C. CASELA

The Honorable Administrator & CEO called the meeting to order at 1:30PM.

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

She also acknowledged the presence of ASec. Atty. Jane C. Bacayo, DA-OSEC representative for the 117th Special Board Meeting of the NTA Governing Board.

She then requested Mr. Emmanuel N. Valera, Administrative Assistant I (Job Order) of the NTA Governing Board, to lead the Opening Prayer.

1 **DETERMINATION OF QUORUM** 2 III. 3 The Hon. Administrator asked Atty. Jun Fred V. Parado, Acting Board Secretary V, to 4 5 determine the quorum. 6 7 Thank you very much, madam Chair. ATTY. PARADO: 8 Good afternoon to all of us. For the 117th Special Board Meeting 9 of the NTA Governing Board, we have here with us, personally 10 present in the Board Room, our NTA Administrator and CEO 11 Belinda S. Sanchez. Good afternoon, ma'am. And may we also 12 acknowledge the presence of Atty. Jane C. Bacayo, Assistant 13 Secretary for Administration, DA-OSEC. Also, we have our 14 honorable directors, Dir. Nestor C. Casela, Dir. Luzviminda U. 15 Padayao, Dir. Jessie Pat M. Serna, Dir. Wilfredo C. Martinez and 16 Dir. Danilo C. Trongco, thru online platform. May we also 17 acknowledge the presence of our Executive Assistant IV/ 18 Special Assistant to the Administrator, Mr. Benjamin V. 19 Sarmiento, Dr. Giovanni B. Palabay, OIC-Deputy Administrator 20 21 for Operations, Mr. Freddie G. Lazaro, Public Relations Officer V, and Mr. Emmanuel N. Valera, Administrative Assistant I of 22 the Governing Board. 23 24 As such, madam Chair, we have a quorum. Thank you very 25 26 much. 27 ADMIN. SANCHEZ: Thank you Attorney. There being a Quorum, we are now going 28 to the reading of the Agenda. 29 30 Again, may I call on the acting Board Secretary for the reading 31 32 and presentation of the Agenda. 33 34 **ATTY. PARADO:** Thank you, madam Chair. 35 So, for our first agenda, we have the "Approval of the Agenda 36 of the 117th Special Board Meeting of the NTA Governing 37 Board, held on 23 May 2023, at the NTA Board Room, 11/F 38 Upper Class Tower Building, Quezon Avenue, Quezon 39 **City**". Can we have a motion? 40 41 May I respectfully request for the approval of the Agenda of the **DIR. SERNA:** 42 43

117th Special Board Meeting of the NTA Governing Board, held

on 23 May 2023, at the NTA Board Room, 11/F Upper Class

Tower Building, Quezon Avenue, Quezon City.

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DIR. CASELA: I second the motion.

48 49

ADMIN. SANCHEZ: The motion for the approval of today's Agenda having been

duly seconded, the same is APPROVED.

50 51 52

RESOLUTION NO. 074, S.2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 53 54 THE NTA GOVERNING BOARD APPROVES THE AGENDA OF 55 THE 117th SPECIAL BOARD MEETING OF THE NTA 56 GOVERNING BOARD, HELD ON 23 MAY 2023, AT THE NTA

1 2 3	(_JOARD ROOM, 11 th FLOOR, UPPER CLAS OWER BUILDING, QUEZON AVENUE, QUEZON CITY.
4		UNANIMOUSLY APPROVED"
5 6 7	ATTY. PARADO:	Thank you, apo Directors. So, the Agenda for the 117 th Special Board Meeting is approved.
8 9 10 11 12 13		Next, for approval/confirmation/consideration of the Board is the Agenda, which is the "Approval of the Minutes of the 162nd Regular Board Meeting of the NTA Governing Board held on May 10, 2023, at 9:00AM at the Hotel Mills and Rain, Alibagu, Ilagan City, Isabela". Any motion?
14 15 16 17 18	DIR. PADAYAO:	I move for the approval of the Minutes of the 162 nd Regular Board Meeting of the NTA Governing Board held on May 10, 2023, at 9:00AM at the Hotel Mills and Rain, Alibagu, Ilagan City, Isabela
19 20 21	DIR. SERNA:	I second the motion, subject to submission of amendments within five (5) days from today.
22 23 24 25	ADMIN. SANCHEZ:	The Motion for Approval of the Agenda having been duly seconded, the same is approved, subject to submission of amendments within five (5) days from today. Next item
26 27		RESOLUTION NO. 075, S.2023
28 29 30 31 32 33 34 35 36		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 162nd REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, HELD ON 10 MAY 2023, AT 9:00 A.M., AT THE HOTEL MILLS AND RAIN, ALIBAGU, ILAGAN CITY, ISABELA. UNANIMOUSLY APPROVED"
37 38	ATTY. PARADO:	Thank you, madam Chair.
39 40 41 42 43 44		For our next agenda, Agenda "A", we have the "Approval of the Report Update on the Status of Filling-Up of Vacant Plantilla Positions in the National Tobacco Administration".
45 46 47 48 49		I would like also to manifest, your honors, and for the information of the honorable ASec. Bacayo that this item was thoroughly discussed in yesterday's Committee Meeting. As such, may we request a Motion.
50 51 52	ASEC. BACAYO:	Madam Chair. I don't have any comments and objections for this particular matter, madam Chair. Thank you.
53 54 55 56 57 58	DIR. CASELA:	May I, Attorney. I would like to inform and give some background about this topic yesterday to the honorable ASec. Sir, that the total number of vacant plantilla positions to be filled up is fifty-seven (57), and these vacant positions exist in the Central Office and from the eight (8) Provincial Branches or Offices of NTA, Sir.

1	(
2 3 4 5	DIR. MARTINEZ:	Madam Chair. I move for the approval of the Report Update on the Status of Filling-Up of Vacant Plantilla Positions in the National Tobacco Administration.
6 7	DIR. PADAYAO:	Madam Chair. I second the motion.
8 9 10	ADMIN. SANCHEZ:	The motion for approval of Agenda "A" having been duly seconded, the same is approved. Next
11		RESOLUTION NO. 076, S.2023
12 13 14 15 16 17		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REPORT UPDATE ON THE STATUS OF FILLING-UP OF VACANT PLANTILLA POSITIONS IN THE NATIONAL TOBACCO ADMINISTRATION.
18		UNANIMOUSLY APPROVED"
19 20 21	ATTY. PARADO:	Thank you madam Chair.
22 23 24 25		Our next agenda, Agenda "B", is for the "Approval of the report on the Proposal for the Conduct of Management Trainings/Capacity Building for Managers/Division Chiefs (Top Management).
26 27 28 29 30		Again, I would like to manifest that this topic has been discussed and reported in yesterday's Committee Meeting. As such, can we have a motion?
31 32 33 34	DIR. PADAYAO:	Madam Chair. I move for the approval of the Report on the Proposal for the Conduct of Management Trainings/Capacity Building for Managers/Division Chiefs (Top Management).
35 36	DIR. CASELA:	I second the motion.
37 38	ADMIN. SANCHEZ:	The Motion for approval of Agenda "B" having been duly seconded, the same is approved. Next item
39 40		RESOLUTION NO. 077, S.2023
41 42 43 44		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE PROPOSAL FOR THE CONDUCT OF MANAGEMENT TRAINING/CAPACITY BUILDING FOR MANAGERS/DIVISION CHIEFS (TOP MANAGEMENT).
45		UNANIMOUSLY APPROVED"
46 47 48	ATTY. PARADO:	Thank you, madam Chair.
49 50 51 52 53 54		Next, is Agenda "C", which is for the "Approval of the Report Update on the Status of Processing of Terminal Leave Applications of Retired NTA Employees (to include the following: 1) Number of Filers; 2) Number of Approved and Pending Applications; and 3) Feedbacks on Processing and Approval (COA Audit Observations)".

1 2 3	(The subject matter was thoroughly scussed in yesterday's meeting. May we request a motion to be seconded?
4 5 6 7 8 9	DIR. SERNA:	Madam Chair. I move for the approval of the Report Update on the Status of Processing of Terminal Leave Applications of Retired NTA Employees (to include the following: 1) Number of Filers; 2) Number of Approved and Pending Applications; and 3) Feedbacks on Processing and Approval (COA Audit Observations)
10 11 12	DIR. PADAYAO:	Madam Chair. I second the motion.
13 14 15	ADMIN. SANCHEZ:	The Motion for approval of Agenda "C" having been duly seconded, the same is approved. Next
16		RESOLUTION NO. 078, S.2023
17 18 19 20 21 22 23 24 25		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES/ADOPTS THE REPORT ON THE STATUS OF PROCESSING OF TERMINAL LEAVE APPLICATIONS OF RETIRED NTA EMPLOYEES (TO INCLUDE THE FOLLOWING: 1) NUMBER OF FILERS; 2) NUMBER OF APPROVED AND PENDING APPLICATIONS; AND 3) FEEDBACKS ON PROCESSING AND APPROVAL (COA AUDIT OBSERVATIONS).
26 27		UNANIMOUSLY APPROVED"
28 29	ATTY. PARADO:	Thank you, madam Chair.
30 31 32 33		Next, is Agenda "D" , which is for the " Approval of the Result of Audit on the Beef Battle Production Project (BCPAP) with Corresponding Audit Recommendations".
34 35		The subject matter was discussed in yesterday's meeting. May we request a motion to be seconded?
36 37 38 39 40	DIR. CASELA:	Attorney, may I request our OIC-DAOP to give some background about this project for the information of ASec. Bacayo.
41 42 43 44 45		"The OIC-DAOP discussed this project for the information of ASec. Bacayo and the body. He discussed/reported the total numbers of beef cattle distributed to the different beneficiaries from Region I."
46 47 48 49	DIR. CASELA:	Madam Chair. I therefore move for the approval of the Result of Audit on the Beef Battle Production Project (BCPAP) with Corresponding Audit Recommendations.
50 51 52 53	DIR. PADAYAO:	Madam Chair. I second the motion for the approval of the Result of Audit on the Beef Battle Production Project (BCPAP) with Corresponding Audit Recommendations.
54 55 56	ADMIN. SANCHEZ:	The Motion for approval of Agenda "D" having been duly seconded, the same is approved. Next

RESOLUTION NO. 079, S.2023

3 4 5 6		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE RESULT OF AUDIT ON THE BEEF CATTLE PRODUCTION ASSISTANCE PROJECT (BCPAP) WITH CORRESPONDING AUDIT RECOMMENDATIONS.
7 8		UNANIMOUSLY APPROVED"
9	ATTY. PARADO:	Thank you, madam Chair.
10 11 12 13 14		Next, is Agenda "E" , which is for the " Approval of the Recall/Withdrawal/Cancellation of the Board Resolution No. 43, s. 2023 (Approving the Grant of Php 1,000.00 Across the Board Increase in the Wages of TPRO Job Order
15 16 17 18 19 20 21		(JO) hirees, (effective April 01, 2023, among others) as its Contents have been Fully Encompassed/Included in the Provision of Board Resolution No. 053, s.2023 (Approving the Request for the New Rates of Wages for Job Order (JO) Hirees, Compliant with the New/ Revised Job Order (JO)/Contract of Service (COS) Salary Matrix of the Department of Agriculture (DA)."
22 23 24 25 26		I would like to manifest that this subject matter has been discussed in yesterday's meeting. May we request a motion to be seconded?
27 28 29 30 31 32 33 34 35 36 37	DIR. PADAYAO:	Madam Chair. I move for the "Approval of the Recall/Withdrawal/Cancellation of the Board Resolution No. 43, s. 2023 (Approving the Grant of Php 1,000.00 Across the Board Increase in the Wages of TPRO Job Order (JO) hirees, (effective April 01, 2023, among others) as its Contents have been Fully Encompassed/Included in the Provision of Board Resolution No. 053, s.2023 (Approving the Request for the New Rates of Wages for Job Order (JO) Hirees, Compliant with the New/ Revised Job Order (JO)/ Contract of Service (COS) Salary Matrix of the Department of Agriculture (DA)."
38 39	DIR. CASELA:	I second the motion.
40 41 42	ADMIN. SANCHEZ:	The motion for approval of Agenda "E" having been duly seconded, the same is approved. Next
43		<u>RESOLUTION NO. 080, S.2023</u>
44 45 46 47 48 49 50 51 52 53 54		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE RECALL/WITHDRAWAL/CANCELLATION OF BOARD RESOLUTION NO. 43, S. 2023 (APPROVING THE GRANT OF PHP 1,000.00 ACROSS THE BOARD INCREASE IN THE WAGES OF TPRO JOB ORDER (JO) HIREES, (EFFECTIVE APRIL 01, 2023, AMONG OTHERS) AS ITS CONTENTS HAVE BEEN FULLY ENCOMPASSED/INCLUDED IN THE PROVISION OF BOARD RESOLUTION NO. 053, S.2023 (APPROVING THE REQUEST FOR THE NEW RATES OF WAGES FOR JOB ORDER (JO) HIREES, COMPLIANT WITH THE NEW/ REVISED JOB ORDER (JO)/ CONTRACT OF

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)+l	1 2	(ERVICE (COS) SALARY MATRIX OF THE ZPARTMENT OF AGRICULTURE (DA).
	3		UNANIMOUSLY APPROVED"
	4 5 6	ATTY. PARADO:	Thank you, madam Chair.
	7 8 9 10 11 12 13		Next, is Agenda "F", which is for the "Confirmation/Approval of Award of Contract for the Project, Re-invitation to Bid for: Supply & Delivery of Agricultural Inputs and Cattle Animal under the DA – Quick Response Fun (QRF) for Distribution to the Tobacco Farmers in Ilocos Regions (Lot 2)."
	14 15		The subject matter was discussed in yesterday's meeting. May we request a motion to be seconded?
	16 17 18 19 20 21 22	DIR. MARTINEZ:	Madam Chair. I move for the approval of Award of Contract for the Project, Re-invitation to Bid for: Supply & Delivery of Agricultural Inputs and Cattle Animal under the DA – Quick Response Fund (QRF) for Distribution to the Tobacco Farmers in Ilocos Regions (Lot 2).
	23 24 25 26 27 28	DIR. PADAYAO:	Madam Chair. I second the motion for the approval of Award of Contract for the Project, Re-invitation to Bid for: Supply & Delivery of Agricultural Inputs and Cattle Animal under the DA – Quick Response Fund (QRF) for Distribution to the Tobacco Farmers in Ilocos Regions (Lot 2).
	29 30	ADMIN. SANCHEZ:	The Motion for approval of Agenda "F" having been duly seconded, the same is approved. Next
	31 32		RESOLUTION NO. 081, S.2023
	33 34 35 36 37 38 39		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AWARD OF CONTRACT FOR THE PROJECT, RE-INVITATION TO BID FOR: SUPPLY & DELIVERY OF AGRICULTURAL INPUTS AND CATTLE ANIMAL UNDER THE DA - QUICK RESPONSE FUND (QRF) FOR DISTRIBUTION TO THE TOBACCO FARMERS IN ILOCOS REGIONS (LOT 2).
	40		UNANIMOUSLY APPROVED"
	41 42 43	ATTY. PARADO:	Thank you, madam Chair.
	44 45 46 47		Next, is Agenda "G" , which is for the " Approval of the Training Proposal on Drone Operation and Management with a Budgetary Requirement of Php 171,525.00".
	48 49 50		The subject matter has been discussed in yesterday's meeting. May we request a motion to be seconded?
	51 52 53	DIR. CASELA:	Madam Chair. I move for the approval of the Training Proposal on Drone Operation and Management with a Budgetary Requirement of Php 171,525.00.
	54 55	DIR. SERNA:	Madam Chair. I second the motion.

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,	2 3	ADMIN. SANCHEZ:	The Motion for approval of Agenda "G" having been duly seconded, the same is approved. Next
	4 5		<u>RESOLUTION NO. 082, S.2023</u>
	6 7 8 9 10		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE TRAINING PROPOSAL ON DRONE OPERATION AND MANAGEMENT WITH A BUDGETARY REQUIREMENT OF PHP 171,525.00.
	11 12		UNANIMOUSLY APPROVED"
	13	ATTY. PARADO:	Thank you, madam Chair.
	14 15 16 17 18		Our last item is, on "Other Matters", the "Proposed Schedule for the 163 rd Regular Board Meeting of the NTA Governing Board, which will be on 15 June 2023, Thursday, at 9:00AM (tentative)."
	20 21 22		As such, madam Chair, we have no other agenda. We are ready to adjourn.
	23 24	V. ADJOURNMENT	Γ
	25	·	
	26 27 28	ADMIN. SANCHEZ:	There being no other matters to discuss, we are ready to adjourn. Can we have a motion?
	29	DIR. SERNA:	Madam Chair. I move for the adjournment of the meeting.
	30 31	DIR. MARTINEZ:	I second the motion.
	32		
	33 34	ADMIN. SANCHEZ:	Acting upon the Motion for Adjournment, today's meeting is hereby adjourned.
	35 36		SO ORDERED.
	37 38		Thank you.
	39		inding you.
	40 41		Note: THE MEETING WAS ADJOURNED AT EXACTLY
	42		03:50PM.
	43 44		
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	46 47		PREPARED AND CERTIFIED CORRECT:
	48		TREFARED AND CERTIFIED CORRECT:
	49 50		
	51		
	52		ATTY. JUN FRED V. PARADO
	53 54		Acting Board Secretary NTA Governing Board
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ATTESTED: Hon. BELINDA S. SANCHEZ Administrator & CEO and Vice-Chairman, NTA Governing Board Appointive Director, Academic Community Sector Appointive Director, Tobacco Farmers Sector 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 SIXTY FIRST (162nd) REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, HELD AT HOTEL MILLS & RAIN, BRGY. ALIBAGU, ILAGAN CITY, ISABELA

10 MAY 2023 (9:00AM)

PRESENT: Adm. BELINDA S. SANCHEZ Vice-Chair of the Board and

> Administrator/CEO **Presiding Officer**

Member, Tobacco Traders/Exporters Sector

Member, Academic Community Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector

OTHERS PRESENT:

Dir. JESSIE PAT M. SERNA

Dir. DANILO C. TRONGCO

Dir. WILFREDO C. MARTINEZ

Dir. LUZVIMUNDA U. PADAYAO

Dir. NESTOR C. CASELA

Mr. BENJAMIN V. SARMIENTO

Dr. GIOVANNI B. PALABAY Atty. ROHBERT A. AMBROS

Atty. JUN FRED V. PARADO

Mr. EMMANUEL N. VALERA

CALL TO ORDER

Executive Assistant IV/ Special Assistant to the Administrator

OIC-Deputy Administrator for Operations

Manager, Regulation Department Legal Officer V, Office of the Admin. **Acting Board Secretary V**

Administrative Assistant I

HIGHLIGHTS OF THE MEETING

The Honorable Administrator & CEO called the meeting to order at 9:00AM.

At the outset, she informed that as Vice-Chair, she will preside, all the matters in the agenda, being purely administrative in nature.

She then requested Mr. Emmanuel N. Valera, Administrative Assistant I (Job Order) of the NTA Governing Board, to lead the Opening Prayer.

II. OPENING PRAYER

Mr. Valera, Administrative Assistant I, led the Opening Prayer.

III. DETERMINATION OF QUORUM

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

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2 3 4 5 6 7 8 9 10 11 12 13 14 15 16	ATTY. PARADO:	Thank you very much, madam Chair. Good morning to everyone. For the 162nd Regular Board Meeting of the NTA Governing Board, we have here with us, our NTA Administrator and CEO Belinda S. Sanchez. Good morning, ma'am. Also, we have our honorable directors, Dir. Nestor C. Casela, Dir. Luzviminda U. Padayao, Dir. Jessie Pat M. Serna, Dir. Danilo C. Trongco and Dir. Wilfredo C. Martinez. May we also acknowledge the presence of our Executive Assistant IV/ Special Assistant to the Administrator, Mr. Benjamin V. Sarmiento. Also, we have here Dr. Giovanni B. Palabay, OIC-Deputy Administrator for Operations, Atty. Rohbert A. Ambros, Regulations Department Manager and Mr. Emmanuel N. Valera, Administrative Assistant I. As such, madam Chair, we have a quorum. Thank you very much.
17 18 19 20	ADMIN. SANCHEZ:	There being a Quorum, we are now going to the reading of the Agenda. Again, may I call on the acting Board Secretary for the reading and presentation of the Agenda.
21 22 23 24 25 26	ATTY. PARADO:	Thank you, madam Chair. So, for our first agenda, we have the "Approval of the Agenda of the 162 nd Regular Board Meeting of the NTA Governing Board, held on 10 May 2023, at the Hotel Mills & Rain, Brgy. Alibagu, Ilagan City Isabela". Can we have a motion?
27 28 29 30 31	DIR. TRONGCO:	May I respectfully request for the approval of the Agenda of the 162^{nd} Regular Board Meeting of the NTA Governing Board, held on 10 May 2023, at the Hotel Mills & Rain, Brgy. Alibagu, Ilagan City Isabela.
32	DIR. MARTINEZ:	I second the motion.
33 34 35 36	ADMIN. SANCHEZ:	The motion for the approval of today's Agenda having been duly seconded, the same is APPROVED.
37 38		<u>RESOLUTION NO. 069. S.2023</u>
39 40 41 42 43 44 45		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 162nd REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, HELD ON 13 APRIL 2023, AT THE HOTEL MILLS & RAIN, BRGY. ALIBAGU, ILAGAN CITY ISABELA UNANIMOUSLY APPROVED"
46		UNAMMOUSLI APPROVED
47 48 49 50 51 52 53 54 55	ATTY. PARADO:	Thank you, apo Directors. So, the Agenda for the 162 nd Regular Board Meeting is approved. Next, for approval/confirmation/consideration of the Board is Agenda "A", which is the "Approval of the Minutes of the 116 th Special Board Meeting of the NTA Governing Board held on April 27, 2023, at 9:00AM at the NTA Tobacco Farmers' Training Center, Bauang, La Union". Any motion?
56 57	DIR. PADAYAO:	I move for the approval of the Minutes of the 116th Special Board Meeting of the NTA Governing Board held on April 27,

1 2 3	(2023, at 9:00AM at the NTA Tobacco mers' Training Center, Bauang, La Union.
4 5 6	DIR. SERNA:	I second the motion, subject to submission of amendments within five (5) days from today.
7 8 9 10	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "A" having been duly seconded, the same is approved, subject to submission of amendments within five (5) days from today. Next item
12		RESOLUTION NO. 070, S.2023
13 14 15 16 17 18 19		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 116 TH SPECIAL BOARD MEETING OF THE NTA GOVERNING BOARD, HELD ON APRIL 27, 2023, AT 9:00AM AT THE NTA TOBACCO FARMERS' TRAINING CENTER, BAUANG, LA UNION.
20 21		UNANIMOUSLY APPROVED"
22 23 24 25 26 27 28	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "B", we have the "Approval of the Agency Plan & Budget (APB) for Calendar year (CY) 2024.". I would like also to manifest, your honors, that this topic was thoroughly discussed. As such, may we request for a Motion.
29 30 31	DIR. CASELA:	Madam Chair. I respectfully move for the approval of the Agency Plan & Budget (APB) for Calendar year (CY) 2024.
32 33 34	DIR. PADAYAO:	Madam Chair. I second the motion for the approval of the Agency Plan & Budget (APB) for Calendar year (CY) 2024.
35 36 37	ADMIN. SANCHEZ:	The motion for approval of Agenda "B" having been duly seconded, the same is approved. Next
38 39		RESOLUTION NO. 071, S.2023
40 41 42 43 44		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENCY PLAN & BUDGET (APB) FOR CALENDAR YEAR (CY) 2024.
45 46		UNANIMOUSLY APPROVED"
47 48 49 50 51 52 53 54	ATTY. PARADO:	Thank you madam Chair. Our next agenda, Agenda "C", is for the "Approval of the Proposed Price per bag of Manufactured Tobacco Dust (Suggested Price Per Bag Delivered: Php200.00; Suggested Price Per Bag For Pick-Up: Php190.00; Wholesale, Minimum Of 200 Bags: Php180.00; Distributor's Price: Php170.00). Again, I would like to manifest that this topic has been discussed. As such, may we request for a Motion.
55 56 57	DIR. PADAYAO:	Madam Chair. I move for the approval of the Proposed Price per bag of Manufactured Tobacco Dust (Suggested Price Per Bag Delivered: Php200.00; Suggested Price Per Bag For Pick-Up:

and esp		
1 2 3		Php190.00; Wholesale, Minimum O. 200 Bags: Php180.00; Distributor's Price: Php170.00).
4	DIR. CASELA:	I second the motion.
5 6 7 8	ADMIN. SANCHEZ:	The motion for approval of Agenda "C" having been duly seconded, the same is approved. Next item
9		RESOLUTION NO. 072, S.2023
10 11 12 13 14 15 16 17		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE PROPOSED PRICE PER BAG OF MANUFACTURED TOBACCO DUST (SUGGESTED PRICE PER BAG DELIVERED: PHP200.00; SUGGESTED PRICE PER BAG FOR PICK-UP: PHP190.00; WHOLESALE, MINIMUM OF 200 BAGS: PHP180.00; DISTRIBUTOR'S PRICE: PHP170.00).
19 20		UNANIMOUSLY APPROVED"
21 22 23	ATTY. PARADO:	Thank you, madam Chair. Our last item is on "Other Matters" the "Proposed Schedule for the 117th Special Board
24 25 26 27 28 29		Meeting of the NTA Governing Board, which will be on 25 May 2023, Thursday, at 9:00AM (tentative) at the NTA Board Room, 11th Floor, Upper Class Tower Building, Quezon Avenue, Quezon City" As such, madam Chair, we have no other agenda. We are ready to adjourn.
30 31	V. ADJOURNMENT	P
32	v. ADJOURNMEN	
33 34 35 36	ADMIN. SANCHEZ:	There being no other matters to discuss, we are ready to adjourn. Can we have a motion?
37	DIR. CASELA:	Madam Chair. I move for the adjournment of the meeting.
38 39	DIR. SERNA:	I second the motion.
40 41 42 43	ADMIN. SANCHEZ:	Acting upon the Motion for Adjournment, today's meeting is hereby adjourned.
44		SO ORDERED.
45 46		Thank you.
47 48		
49 50		Note: THE MEETING WAS ADJOURNED AT EXACTLY 09:45AM.
51 52		
53 54 55 56 57		PREPARED AND CERTIFIED CORRECT: ATTY. JUN FRED V. PARADO
58 59		Acting Board Secretary NTA Governing Board

ATTESTED: Hon. BELINDAS, SANCHEZ Administrator & CEO and Vice-Chairman, NTA Governing Board Appointive Director, Academic Community Sector Appointive Director, Tobacco Farmers Sector Hon. LUZV MINDA U. PADAYAO Appointive Director, Tobacco Farmers Sector Hon. JESSE PAT M. SERNA Appointive Director, Tobacco Traders/Exporters Sector Hon. DANILOC. TRONGCO Appointive Director, Tobacco Farmers Sector



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OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND SIXTEENTH (116TH) SPECIAL BOARD MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE NTA TOBACCO TRAINING CENTER **BAUANG, LA UNION** 27 April 2023 (9:00 AM)

PRESENT:

Adm. BELINDA S. SANCHEZ

Dir. JESSIE PAT M. SERNA Dir. NESTOR C. CASELA

Dir. LUZVIMUNDA U. PADAYAO Dir. DANILO C. TRONGCO

Dir. WILFREDO C. MARTINEZ

OTHERS PRESENT: Mr. BENJAMIN V. SARMIENTO

Dr. GIOVANNI B. PALABAY Ms. ZENAIDA T. ARROJO Ms. MINERVA P. MIZAL

Atty. JUN FRED V. PARADO

Mr. EMMANUEL N. VALERA

Vice-Chair of the Board and

Administrator/CEO **Presiding Officer**

Member, Tobacco Traders/Export Sector

Member, Academic Community Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector

Executive Assistant IV/ Special Assistant to the Administrator

OIC Deputy Administrator for Operations Manager, Administrative Department **Management Consultant**

Legal Officer V, Office of the Admin. **Acting Board Secretary V**

Administrative Assistant I

HIGHLIGHTS OF THE MEETING

CALL TO ORDER

The Honorable Administrator & CEO called the meeting to order at 9:00AM.

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

She then requested an Opening Prayer.

OPENING PRAYER

One of the staff of the NTA Bauang Branch lead the Opening Prayer.

III. **DETERMINATION OF QUORUM**

2 determine the quorum. 3 4 **ATTY. PARADO:** Thank you very much, madam Chair. Good morning to each 5 and everyone. For the 116th Special Board Meeting of the NTA 6 Governing Board, we have here with us, personally, our NTA 7 Administrator and CEO Belinda S. Sanchez, Good morning, 8 ma'am. Also, we have our honorable directors, Dir. Nestor 9 Casela, Dir. Teofilo Quintal, Dir. Jessie Pat Serna, and Dir. 10 Danilo Trongco, Dir. Wilfredo Martinez. May we also 11 acknowledge the presence of our Executive Assistant IV/ 12 Special Assistant to the Administrator, Mr. Benjamin V. 13 Sarmiento, Dr. Giovanni B. Palabay, OIC Deputy Administrator 14 for Operation, Ma'am Zenaida T. Arrojo, Administrative 15 Department, Manager, Ma'am Minerva P. Mizal, our 16 Management Consultant and Mr. Emmanuel N. Valera, 17 Administrative Assistant I of the Governing Board. As such, 18 madam Chair, we have a quorum. Thank you very much. 19 20 ADMIN. SANCHEZ: There being a Quorum, we are now going to the reading of the 21 Agenda. Again, may I call on the acting Board Secretary for the 22 reading and presentation of the Agenda. 23 24 ATTY, PARADO: Thank you, madam Chair. So, for our first agenda, we have the 25 "Approval of the Agenda of the 116th Special Board 26 Meeting of the NTA Governing Board, held on 27 April 27 2023, at the NTA Tobacco Training Center Bauang, La 28 Union". Can we have a motion? 29 30 DIR. TRONGCO: May I respectfully request for the approval of the Agenda of the 31 116th Special Board Meeting of the NTA Governing Board, held 32 on 27 April 2023, at the NTA Tobacco Training Center Bauang, 33 La Union. 34 35 **DIR. MARTINEZ:** I second the motion. 36 37 ADMIN. SANCHEZ: The motion for the approval of today's Agenda having been 38 duly seconded, the same is APPROVED. 39 40 41 RESOLUTION NO. 063, S.2023 42 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 43 THE NTA GOVERNING BOARD APPROVES THE AGENDA OF 44 THE 116th SPECIAL BOARD MEETING OF THE NTA 45 GOVERNING BOARD, HELD ON 27 APRIL 2023, AT THE 46 TOBACCO FARMERS' TRAINING CENTER BAUANG, LA UNION. 47 48 UNANIMOUSLY APPROVED" 49 50 51 ATTY. PARADO: Thank you, apo Directors. So, the Agenda for the 116th Special 52 Meeting is approved. 53 approval/confirmation/consideration of the Board is Agenda "A", which is the "Approval of the Minutes of the 161st 54 55 Regular Board Meeting of the NTA Governing Board held 56 on 12 April 2023, at 8:30AM at the NTA Tobacco Farmers' 57 Training Center, San Juan, Ilocos Sur". Any motion?

The Hon. Administrator asked Atty. Jun Fred V. Parade, Acting Board Secretary V, to

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1 2 3 4 5	DIR. CASELA:	move for the approval of the Minuss of the 161st Regular Board Meeting of the NTA Governing Board held on 12 April 2023, at 8:30AM at the NTA Tobacco Farmers' Training Center, San Juan, Ilocos Sur.
6 7 8	DIR. SERNA:	I second the motion, subject to submission of amendments within five (5) days from today.
9 10 11 12 13	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "A" having been duly seconded, the same is approved, subject to submission of amendments within five (5) days from today. Next item
14		RESOLUTION NO. 064, S.2023
15 16 17 18 19 20 21 22		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 161 ST REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, HELD ON 13 APRIL 2023, AT THE TOBACCO FARMERS' TRAINING CENTER SAN JUAN, ILOCOS SUR. UNANIMOUSLY APPROVED"
23 24		OWANINGOSEI AFT ROVED
25 26 27 28 29 30 31 32	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "B", we have the "Approval of the Allocation of Fund for the Payment of Salaries and Allowances for the prior years for Mr. Benedicto M. Savellano, Deputy Administrator for Support Services". I would like also to manifest, your honors, that this item was thoroughly discussed in yesterday's Committee Meeting. As such, may we request a Motion.
33 34 35 36 37	DIR. TRONGCO:	Madam Chair. I respectfully move for the approval of the Allocation of Fund for the Payment of Salaries and Allowances for the prior years for Mr. Benedicto M. Savellano, Deputy Administrator for Support Services.
38 39	DIR. SERNA:	Madam Chair. I second the motion.
40 41 42 43	ADMIN. SANCHEZ:	The motion for approval of Agenda "B" having been duly seconded, the same is approved. Next
44		RESOLUTION NO. 065, S.2023
45 46 47 48 49 50 51 52		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE ALLOCATION OF FUND FOR THE PAYMENT OF SALARIES AND ALLOWANCES FOR PRIOR YEARS FOR MR. BENEDICTO M. SAVELLANO, DEPUTY ADMINISTRATOR FOR SUPPORT SERVICES. UNANIMOUSLY APPROVED"
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54 55		

1 2 3 4 5 6 7	ATTY. PARADO:	Thank you madam Chair. Our next agenda, Agenda "C", is for the "Approval of the Revised Guidelines Prescribing the Rates of Meals for In-house Training and Other Activities, Effective: May 02, 2023". Again, I would like to manifest that this topic has been discussed and reported in yesterday's Meeting. As such, can we have a motion?
8 9 10 11	DIR. CASELA:	Madam Chair. I move for the approval of the Revised Guidelines Prescribing the Rates of Meals for In-house Training and Other Activities, Effective: May 02, 2023.
12 13 14 15	DIR. PADAYAO:	I second the motion for the approval of the Revised Guidelines Prescribing the Rates of Meals for In-house Training and Other Activities, Effective: May 02, 2023.
16 17 18 19	ADMIN. SANCHEZ:	The Motion for approval of Agenda "C" having been duly seconded, the same is approved. Next item
20		RESOLUTION NO. 066, S.2023
21 22 23 24 25		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REVISED GUIDELINES PRESCRIBING THE RATES OF MEALS FOR IN-HOUSE TRAINING AND OTHER ACTIVITIES, EFFECTIVE: MAY 01, 2023.
26 27 28 29 30		UNANIMOUSLY APPROVED"
31 32 33 34 35 36 37 38	ATTY. PARADO:	Thank you, madam Chair. Our next item is on "Other Matters" item no. 1 "Approval of the Allocation of Fund for the Payment of Salaries and Allowances for the prior years for Ms. Ma. Kassandra M. Leopando, Private Secretary I, Per CSC-NCR Legal Opinion Dated April 18, 2023." I would like to manifest that this topic has been discussed. As such, can we have a motion?
39 40 41 42 43	DIR. PADAYAO:	Madam Chair. I move for the approval of the Allocation of Fund for the Payment of Salaries and Allowances for the prior years for Ms. Ma. Kassandra M. Leopando, Private Secretary I, Per CSC-NCR Legal Opinion Dated April 18, 2023.
44 45	DIR. MARTINEZ:	I second the motion.
46 47 48	ADMIN. SANCHEZ:	The Motion for approval of item no. 1, having been duly seconded, the same is approved. Next item
49		RESOLUTION NO. 065, S.2023
50 51 52 53 54 55 56		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE ALLOCATION OF FUND FOR THE PAYMENT OF SALARIES AND ALLOWANCES FOR PRIOR YEARS FOR MR. BENEDICTO M. SAVELLANO, DEPUTY ADMINISTRATOR FOR SUPPORT SERVICES.
57		UNANIMOUSLY APPROVED"

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2 3 4 5 6 7 8 9	ATTY. PARADO:	Thank you, madam Chair. Next item no. 2 "Approval of Change Signatories for Land Bank of the Philippines (LBP), Philippine Veterans Bank (PVB) and other banks, per bank requirement, due to designation, as follows: from Milagros C. Tiu to Reynaldo R. Aquino, Newly-Designated OIC-Finance Department, effective May 02, 2023." I would like to manifest that this topic has been discussed. As such, can we have a motion?
11 12 13 14 15 16	DIR. SERNA:	Madam Chair. I move for the approval of the Change of Signatories for Land Bank of the Philippines (LBP), Philippine Veterans Bank (PVB) and other banks, per bank requirement, due to designation, as follows: from Milagros C. Tiu to Reynaldo R. Aquino, Newly-Designated OIC-Finance Department, effective May 02, 2023.
18	DIR. TRONGCO:	I second the motion.
19 20 21 22	ADMIN. SANCHEZ:	The Motion for approval of item no. 2, having been duly seconded, the same is approved. Next item
23		RESOLUTION NO. 068, S.2023
24 25 26 27 28 29 30 31 32 33 34 35	ATTY. PARADO:	"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE CHANGE SIGNATORIES FOR LAND BANK OF THE PHILIPPINES (LBP), PHILIPPINE VETERANS BANK (PVB) AND OTHER BANKS, PER BANK REQUIREMENT, DUE TO DESIGNATION, AS FOLLOWS: FROM MILAGROS C. TIU TO REYNALDO R. AQUINO, NEWLY-DESIGNATED OIC-FINANCE DEPARTMENT, EFFECTIVE MAY 02, 2023. UNANIMOUSLY APPROVED" Thank you, madam Chair. Our last item on other matters, the
36 37 38 39 40 41 42 43		"Proposed Schedule for the 162 nd Regular Board Meeting of the NTA Governing Board, which will be on 11 May 2023, Thursday, at 9:00AM, at the NTA Board Room, 11 th Floor, Upper Class Building, Quezon Avenue, Quezon City." As such, madam Chair, we have no other agenda. We are ready to adjourn.
44	V. ADJOURNMENT	
45 46 47 48	ADMIN. SANCHEZ:	There being no other matters to discuss, we are ready to adjourn. Can we have a motion?
49	DIR. CASELA:	Madam Chair. I move for the adjournment of the meeting.
50 51 52	DIR. TRONGCO:	I second the motion.
53 54 55	ADMIN. SANCHEZ:	Acting upon the Motion for Adjournment, today's meeting is hereby adjourned.
56		SO ORDERED.
57 58		Thank you.

Note: THE MEETING WAS ADJOURNED AT EXACTLY 10:30AM. 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 Appointive Director, Academic Community Sector D C. MARTINEZ Appointive Director Tobacco Farmers Sector MINDA U. PADAYAO 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 SIXTY FIRST (161st) REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, HELD AT THE TOBACCO FARMERS' TRAINING CENTER, SAN JUAN, ILOCOS SUR 13 APRIL 2023 (8:30AM)

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PRESENT:

Vice-Chair of the Board and Adm. BELINDA S. SANCHEZ

Administrator/CEO 19 **Presiding Officer** 20

Member, Tobacco Traders/Exporters Sector 21 Dir. IESSIE PAT M. SERNA

Member, Academic Community Dir. NESTOR C. CASELA Member, Tobacco Farmers Sector Dir. WILFREDO C. MARTINEZ Member, Tobacco Farmers Sector Dir. LUZVIMUNDA U. PADAYAO Member, Tobacco Farmers Sector Dir. DANILO C. TRONGCO

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OTHERS PRESENT:

Executive Assistant IV/ Special Mr. BENJAMIN V. SARMIENTO

Assistant to the Administrator

OIC-Deputy Administrator for Operations Dr. GIOVANNI B. PALABAY Manager, Corporate Planning Department Ms. FORTUNA C. BENOSA

Management Consultant Ms. MINERVA P. MIZAL

Manager, Ilocos Sur, Vigan Branch Office Ms. NORALYN I. IDICA

Legal Officer V, Office of the Admin. Atty. JUN FRED V. PARADO

HIGHLIGHTS OF THE MEETING

She then requested Mr. Emmanuel N. Valera, Administrative Assistant I (Job Order)

Acting Board Secretary V

Administrative Assistant I Mr. EMMANUEL N. VALERA

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I. **CALL TO ORDER**

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The Honorable Administrator & CEO called the meeting to order at 8:30AM.

At the outset, she informed that as Vice-Chair, she will preside, all the matters in the 47 agenda, being purely administrative in nature. 48

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II. **OPENING PRAYER**

Mr. Valera, Administrative Assistant I, led the Opening Prayer.

of the NTA Governing Board, to lead the Opening Prayer.

III. 1 DETERMINA- ION OF QUORUM 2 3 The Hon. Administrator asked Atty. Jun Fred V. Parado, Acting Board Secretary V, to 4 determine the quorum. 5 Thank you very much, madam Chair. Good morning to 6 ATTY. PARADO: 7 everyone. For the 161st Regular Board Meeting of the NTA Governing Board, we have here with us, our NTA 8 9 Administrator and CEO Belinda S. Sanchez. Good morning, ma'am. Also, we have our honorable directors, Dir. Nestor C. 10 Casela, Dir. Luzviminda U. Padayao, Dir. Jessie Pat M. Serna, 11 Dir. Danilo C. Trongco and Dir. Wilfredo C. Martinez. May we 12 also acknowledge the presence of our Executive Assistant IV/ 13 Special Assistant to the Administrator, Mr. Benjamin V. 14 15 Sarmiento. Also, we have here Ma'am Fortuna C. Benosa, Corporate Planning Department Manager, Ma'am Minerva P. 16 17 Mizal, our Management Consultant, and Ma'am Noralyn I. Idica, 18 Manager, Vigan Branch. As such, madam Chair, we have a 19 quorum. Thank you very much. 20 21 There being a Quorum, we are now going to the reading of the ADMIN. SANCHEZ: 22 Agenda. Again, may I call on the acting Board Secretary for the 23 reading and presentation of the Agenda. 24 25 ATTY. PARADO: Thank you, madam Chair. So, for our first agenda, we have the 26 "Approval of the Agenda of the 161st Regular Board 27 Meeting of the NTA Governing Board, held on 13 April 28 2023, at the Tobacco Farmers' Training Center, San Juan, 29 Ilocos Sur". Can we have a motion? 30 31 **DIR. CASELA:** May I respectfully request for the approval of the Agenda of the 32 161st Regular Board Meeting of the NTA Governing Board, held 33 on 13 April 2023, at the Tobacco Farmers' Training Center, San 34 Juan, Ilocos Sur. 35 36 **DIR. SERNA:** I second the motion. 37 38 **ADMIN. SANCHEZ:** The motion for the approval of today's Agenda having been 39 duly seconded, the same is APPROVED. 40 41 42 RESOLUTION NO. 059, S.2023 43 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE 44 NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 45 161ST REGULAR BOARD MEETING OF THE NTA GOVERNING 46 BOARD, HELD ON 13 APRIL 2023, AT THE NTA TOBACCO 47 FARMERS' TRAINING CENTER, SAN JUAN, ILOCOS SUR. 48 49 50 UNANIMOUSLY APPROVED" 51 52 53 **ATTY. PARADO:** Thank you, apo Directors. So, the Agenda for the 161st Regular 54 Board Meeting approved. is 55 approval/confirmation/consideration of the Board is Agenda "A", which is the "Approval of the Minutes of the 115th 56 57 Special Board Meeting of the NTA Governing Board held

on March 23, 2023, at 9:00AM at the NTA Board Room,

1 2 3		1/F Upper Class Bldg., Quezon Avee, Quezon City". Any motion?
4 5 6 7 8	DIR. SERNA:	I move for the approval of the Minutes of the 115th Special Board Meeting of the NTA Governing Board held on March 23, 2023, at 9:00AM at the NTA Board Room, 11/F Upper Class Bldg., Quezon Avenue, Quezon City.
9 10 11	DIR. CASELA:	I second the motion, subject to submission of amendments within five (5) days from today.
12 13 14 15	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "A" having been duly seconded, the same is approved, subject to submission of amendments within five (5) days from today. Next item
16 17		RESOLUTION NO. 060, S.2023
18 19 20 21 22 23 24 25		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 115 TH SPECIAL BOARD MEETING OF THE NTA GOVERNING BOARD, HELD ON 23 MARCH 2023, AT 9:00 A.M., AT THE NTA BOARD ROOM, 11/F UPPER CLASS TOWER BLDG., QUEZON AVENUE, QUEZON CITY.
25 26 27 28		UNANIMOUSLY APPROVED"
29 30 31 32 33 34 35	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "B", we have the "Approval /Adoption of the Report Update on the Quick Response Fund (QRF) - Region 1 (Procurement of Beef Cattle)". I would like also to manifest, your honors, that this topic was thoroughly discussed in yesterday's Committee Meeting. As such, may we request for a Motion.
36 37 38 39	DIR. CASELA:	Madam Chair. I respectfully move for the approval /adoption of the Report Update on the Quick Response Fund (QRF) – Region 1 (Procurement of Beef Cattle).
40 41 42 43 44	DIR. PADAYAO:	Madam Chair. I second the motion for the approval /adoption of the Report Update on the Quick Response Fund (QRF) – Region 1 (Procurement of Beef Cattle).
45 46 47	ADMIN. SANCHEZ:	The motion for approval of Agenda "B" having been duly seconded, the same is approved. Next
48 49		RESOLUTION NO. 061, S.2023
50 51 52 53 54 55		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES/ADOPTS THE REPORT UPDATE ON THE QUICK RESPONSE FUND (QRF) - REGION 1 (PROCUREMENT OF BEEF CATTLE).
56 57 58		UNANIMOUSLY APPROVED"

'		
1 2 3 4 5 6 7	ATTY. PARADO:	hank you madam Chair. Our next ageda, Agenda "C", is for the "Approval of the proposed cost per bag of Tobacco Dust. Again, I would like to manifest that this topic has been discussed and reported in yesterday's Meeting, and there was a motion for deferment, which was duly approved by the Board for further discussion. As such, any motion for the Deferment of this Agenda?
8 9 10 11	DIR. PADAYAO:	Madam Chair. I move for the deferment of the Agenda on the request for approval of the proposed cost per bag of Tobacco Dust.
12	DIR. CASELA:	I second the motion.
13 14 15 16	ADMIN. SANCHEZ:	The Motion for Deferment of Agenda "C" having been duly seconded, the same is approved. Next item
17		"AGENDA "C" DEFERRED"
18 19 20 21 22 23 24	ATTY. PARADO:	Thank you, madam Chair. Next, is Agenda "D", which is for the "Approval/Adoption of the report updates on the meetings conducted with the Local Government Units (LGUs) of the Province of Cagayan and Ilagan City, Isabela. The subject matter has been discussed in yesterday's meeting. May we request a motion, to be seconded?
25 26 27 28	DIR. SERNA:	Madam Chair. I move for the approval/adoption of the report updates on the meetings conducted with the Local Government Units (LGUs) of the Province of Cagayan and Ilagan City, Isabela.
29 30 31 32 33	DIR. TRONGCO:	Madam Chair. I second the motion for the approval/adoption of the report updates on the meetings conducted with the Local Government Units (LGUs) of the Province of Cagayan and Ilagan City, Isabela.
34 35 36 37	ADMIN. SANCHEZ:	The Motion for approval of Agenda "D" having been duly seconded, the same is approved. Next
38		RESOLUTION NO. 062, S.2023
39 40 41 42 43 44 45		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES/ADOPTS THE REPORT UPDATES ON THE MEETINGS CONDUCTED WITH THE LOCAL GOVERNMENT UNITS (LGUs) OF THE PROVINCE OF CAGAYAN AND ILAGAN CITY, ISABELA
47 48		UNANIMOUSLY APPROVED"
49 50 51 52 53 54 55 56 57	ATTY. PARADO:	Thank you, madam Chair. Our last item is on "Other Matters" the "Proposed Schedule for the 116 th Special Board Meeting of the NTA Governing Board, which will be on 27 April 2023, Thursday, at 9:00AM (tentative)." As such, madam Chair, we have no other agenda. We are ready to adjourn.

1	W ADJOUDNIAGEN	
2 3	V. ADJOURNMEN	Γ
4 5 6	ADMIN. SANCHEZ:	There being no other matters to discuss, we are ready to adjourn. Can we have a motion?
7 8 9	DIR. CASELA:	Madam Chair. I move for the adjournment of the meeting.
10 11	DIR. TRONGCO:	I second the motion.
12 13 14	ADMIN. SANCHEZ:	Acting upon the Motion for Adjournment, today's meeting is hereby adjourned.
15 16		SO ORDERED.
17 18 19		Thank you.
20 21		Note: THE MEETING WAS ADJOURNED AT EXACTLY 09:30AM.
22 23		
24		PREPARED AND CERTIFIED CORRECT:
25 26		
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29 30		ATTY. JUN FRED V. PARADO Acting Board Secretary
31		NTA Governing Board
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33 34		
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37 38	ATTESTED:	
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40 41		Har DEUNKAR CANCINEZ
41		Hon. BELINDA/S. SANCHEZ Administrator & CEO and Vice-Chairman,
43		NTA Governing Board
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47		Sandrage
48 49		Appointive Director, Academic Community Sector
50		Appointive Director, Active nic Community Sector
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52 53		10 hA
54		Hon. WILFREDO C. MARTINEZ
55 56		Appointive Director Tobacco Farmers Sector
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Hon. L DA U. PADAYAO 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

11th Floor, Upper Class Tower, Quezon Ave., Quezon City Tel 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

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ONE HUNDRED AND FIFTEENTH (115TH) SPECIAL BOARD MEETING OF THE

NTA BOARD OF DIRECTORS, HELD AT THE NTA BOARD ROOM, 11/F UPPER CLASS TOWER BUILDING, QUEZON AVENUE, QUEZON CITY 23 March 2023 (9:00 AM)

PRESENT: Adm. BELINDA S. SANCHEZ Vice-Chair of the Board and

> Administrator/CEO **Presiding Officer**

Dir. JESSIE PAT M. SERNA Member, Tobacco Traders/Export Sector

> Member, Academic Community Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector

OTHERS PRESENT:

Dir. NESTOR C. CASELA

Dir. DANILO C. TRONGCO

Atty. JUN FRED V. PARADO

Mr. EMMANUEL N. VALERA

Dir. WILFREDO C. MARTINEZ

Dir. LUZVIMUNDA U. PADAYAO

Mr. BENJAMIN V. SARMIENTO **Executive Assistant IV/ Special**

Assistant to the Administrator

Legal Officer V, Office of the Admin.

Acting Board Secretary V 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, she informed that as Vice-Chair, she will preside in the absence of the Senior Undersecretary of Agriculture and Acting Chairman of the NTA Governing Board.

She then requested Mr. Emmanuel N. Valera, Administrative Assistant I (Job Order) of the NTA Governing Board, to lead the Opening Prayer.

II. **OPENING PRAYER**

Mr. Valera, Administrative Assistant I, led the Opening Prayer.

III. **DETERMINATION OF QUORUM**

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

ľ **ATTY. PARADO:** .nank you very much, madam Chair. Lood morning to each 2 and everyone. For the 115th Special Board Meeting of the NTA 3 Governing Board, we have here with us, personally present in 4 the Board Room, our NTA Administrator and CEO Belinda S. 5 Sanchez. Good morning, ma'am. Also, we have our honorable 6 directors, Dir. Nestor Casela, Dir. Teofilo Quintal, Dir. Jessie Pat 7 Serna, and Dir. Danilo Trongco. We will be joined shortly by 8 Dir. Wilfredo Martinez thru the online platform. May we also 9 acknowledge the presence of our Executive Assistant IV/ 10 Special Assistant to the Administrator, Mr. Benjamin V. 11 Sarmiento, and Mr. Emmanuel N. Valera, Administrative 12 Assistant I of the Governing Board. As such, madam Chair, we 13 have a quorum. Thank you very much. 14 15 **ADMIN. SANCHEZ:** There being a Quorum, we are now going to the reading of the 16 Agenda. Again, may I call on the acting Board Secretary for the 17 reading and presentation of the Agenda. 18 19 Thank you, madam Chair. So, for our first agenda, we have the **ATTY. PARADO:** 20 "Approval of the Agenda of the 115th Special Board 21 Meeting of the NTA Governing Board, held on 23 March 22 2023, at the NTA Board Room, 11/F Upper Class Tower 23 Building, Quezon Avenue, Quezon City". Can we have a 24 motion? 25 May I respectfully request for the approval of the Agenda of the 26 **DIR. TRONGCO:** 27 115th Special Board Meeting of the NTA Governing Board, held 28 on 23 March 2023, at the NTA Board Room, 11/F Upper Class 29 Tower Building, Quezon Avenue, Quezon City. 30 31 DIR. SERNA: I second the motion. 32 33 **ADMIN. SANCHEZ:** The motion for the approval of today's Agenda having been 34 duly seconded, the same is APPROVED. 35 36 37 RESOLUTION NO. 048, S.2023 38 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 39 THE NTA GOVERNING BOARD APPROVES THE AGENDA OF 40 THE 115th SPECIAL BOARD MEETING OF THE NTA 41 GOVERNING BOARD, HELD ON 23 MARCH 2023, AT THE NTA 42 BOARD ROOM, 11/F UPPER CLASS TOWER BUILDING, 43 QUEZON AVENUE, QUEZON CITY. 44 45 46 **UNANIMOUSLY APPROVED"** 47 48 49 50 **ATTY. PARADO:** Thank you, apo Directors. So, the Agenda for the 115th Special 51 Board Meeting is approved. Next. 52 approval/confirmation/consideration of the Board is Agenda 53 "A", which is the "Approval of the Minutes of the 160th 54 Regular Board Meeting of the NTA Governing Board held 55 on March 10, 2023, at 9:30AM at the NTA Board Room, 56 11/F Upper Class Bldg., Quezon Avenue, Quezon City". Any

motion?

57

1.	DIR. SERNA:	move for the approval of the Minuss of the 160th Regular
- F	DIR. SERNA:	
2		Board Meeting of the NTA Governing Board held on March 10,
3		2023, at 9:30AM at the NTA Board Room, 11/F Upper Class
4		Bldg., Quezon Avenue, Quezon City.
5		
6	DIR. CASELA:	I second the motion, subject to submission of amendments
7		within five (5) days from today.
8		
9	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "A" having been duly
10	ADMINI DANGILLE	seconded, the same is approved, subject to submission of
11		
		amendments within five (5) days from today. Next item
12		
13		DEGOLVEROVINO A 40 GOOD
14		<u>RESOLUTION NO. 049, S.2023</u>
15		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,
16		THAT THE NTA GOVERNING BOARD APPROVES THE
17		MINUTES OF THE 160 TH REGULAR MEETING OF THE
18		NTA GOVERNING BOARD, HELD ON 10 MARCH 2023,
19		AT 9:30 A.M., AT THE NTA BOARD ROOM, 11/F UPPER
20		CLASS TOWER BLDG., QUEZON AVENUE, QUEZON CITY.
21		
22		
23		UNANIMOUSLY APPROVED"
24		
25		
26	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "B", we
27		have the "Approval of the Supplemental Guidelines for the
28		Beef Cattle Production Assistance Project (BCPAP) - 1, 2 &
29		3". I would like also to manifest, your honors, that this item was
30		thoroughly discussed in yesterday's Committee Meeting. As
31		such, may we request for a Motion.
32	DID EDGUGGG	
33	DIR. TRONGCO:	Madam Chair. I respectfully move for the approval of the
34		Supplemental Guidelines for the Beef Cattle Production
35		Assistance Project (BCPAP) – 1 , 2 & 3".
36		
37	DIR. PADAYAO:	Madam Chair. I second the motion for the approval of the
38		Supplemental Guidelines for the Beef Cattle Production
39		Assistance Project (BCPAP) - 1 , 2 & 3".
40		
41	ADMIN. SANCHEZ:	The motion for approval of Agenda "B" having been duly
42		seconded, the same is approved. Next
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45		RESOLUTION NO. 050, S.2023
46		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,
47		THAT THE NTA GOVERNING BOARD APPROVES THE
48		SUPPLEMENTAL GUIDELINES FOR THE BEEF CATTLE
49		PRODUCTION ASSISTANCE PROJECT (BCPAP) - 1, 2 &
50		3".
51		U 1
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53		UNANIMOUSLY APPROVED"
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1 2 3 4 5 6 7	ATTY. PARADO:	nank you madam Chair. Our next ageda, Agenda "C", is for the "Approval of the Implementing Guidelines for the Tobacco Farmers' Production Grant, CY 2023-2024". Again, I would like to manifest that this topic has been discussed and reported in yesterday's Meeting. As such, can we have a motion?
8 9 10 11	DIR. PADAYAO:	Madam Chair. I move for the approval of the Implementing Guidelines for the Tobacco Farmers' Production Grant, CY 2023-2024.
12 13	DIR. CASELA:	I second the motion.
14 15 16	ADMIN. SANCHEZ:	The Motion for approval of Agenda "C" having been duly seconded, the same is approved. Next item
17 18		RESOLUTION NO. 051, S.2023
19 20 21 22 23		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE IMPLEMENTING GUIDELINES FOR THE TOBACCO FARMERS' PRODUCTION GRANT, CY 2023-2024.
24 25		UNANIMOUSLY APPROVED"
26		
27 28 29 30 31 32 33	ATTY. PARADO:	Thank you, madam Chair. Next, is Agenda "D" , which is for the "Approval of the Agency Financial Report/Statement, for Calendar Years (CY) 2021 - 2022" . The subject matter has been discussed in yesterday's meeting. May we request a motion, to be seconded?
34 35	DIR. SERNA:	Madam Chair. I move for the approval of the Agency Financial Report/Statement, for Calendar Years (CY) 2021 – 2022.
36 37 38 39 40	DIR. PADAYAO:	Madam Chair. I second the motion for the approval of the Agency Financial Report/Statement, for Calendar Years (CY) 2021 – 2022.
41 42 43	ADMIN. SANCHEZ:	The Motion for approval of Agenda "D" having been duly seconded, the same is approved. Next
44 45		RESOLUTION NO. 052, S.2023
46 47 48 49 50 51		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENCY FINANCIAL REPORT/STATEMENT, FOR CALENDAR YEARS (CY) 2021 – 2022. UNANIMOUSLY APPROVED"
53 54 55	ATTY. PARADO:	
56	ATTI. PARADU:	Thank you, madam Chair. Next, is Agenda "E" , which is for the " Approval of New Rates of Wages for Job Order (JO) Hirees,

'1"	,	compliant with the New/Revised Jo. Order (JO)/Contract
2		of Service (COS) Salary Matrix of the Department of
3		Agriculture (DA)." I would like to manifest that this subject
4 5		matter has been discussed in yesterday's meeting. May we
6		request a motion, to be seconded?
7	DIR. PADAYAO:	Madam Chair. I move for the approval of New Rates of Wages
8	Dia i libitino.	for Job Order (JO) Hirees, Compliant with the New/Revised Job
9		Order (JO)/Contract of Service (COS) Salary Matrix of the
10		Department of Agriculture (DA).
11		
12	DIR. SERNA:	I second the motion.
13		
14	ADMIN. SANCHEZ:	The motion for approval of Agenda "E" having been duly
15		seconded, the same is approved. Next
16		
17		RESOLUTION NO. 053, S.2023
18		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,
19		THAT THE NTA GOVERNING BOARD APPROVES THE NEW
20		RATES OF WAGES FOR JOB ORDER (JO) HIREES,
21 22		COMPLIANT WITH THE NEW/REVISED JOB ORDER
23		(JO)/CONTRACT OF SERVICE (COS) SALARY MATRIX OF THE DEPARTMENT OF AGRICULTURE (DA).
24		THE DEFARTMENT OF AGRICULTURE (DA).
24 25		
26		UNANIMOUSLY APPROVED"
27		
28		
29	ATTY. PARADO:	Thank you, madam Chair. Next, is Agenda "F" , which is for the
30		"Approval of the Proposed NTA Corporate Operating
31		Budget (COB) for Calendar Year (CY) 2023". The subject
32 33		matter has been discussed in yesterday's meeting. May we
33 34		request a motion, to be seconded?
35	DIR. TRONGCO:	Madam Chair. I move for the approval of the Proposed NTA
36	DIK. TRONGCO.	Corporate Operating Budget (COB) for Calendar Year (CY)
37		2023.
38		
39	DIR. SERNA:	Madam Chair. I second the motion.
40		
41	ADMIN. SANCHEZ:	
42		seconded, the same is approved. Next
43		
44		
45		<u>RESOLUTION NO. 054. S.2023</u>
46		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE
47 48		NTA GOVERNING BOARD APPROVES THE PROPOSED NTA
48 49		CORPORATE OPERATING BUDGET (COB) FOR CALENDAR YEAR (CY) 2023.
50		IMIN (VI) AVAJ.
51		
52		UNANIMOUSLY APPROVED"
53		
54	ATTY. PARADO:	Thank you, madam Chair. Next, is Agenda "G", which is for the
55		"Approval of the Constitution of the NTA Composite Team,
56		based on functional responsibility, with full authority to

1 2 3 4 5 6 7	DIR. CASELA:	Mariano Marcos Resolution of Issa Norte". The subject meeting. May we r	Agency, with the State University (MMSU) on the Final ues on Landholdings in Batac City, Ilocos at matter has been discussed in yesterday's equest a motion, to be seconded?
8 9 10 11 12 13		NTA Composite Te full authority to ne the Mariano Marc	ram, based on functional responsibility, with gotiate for and on behalf of the Agency, with cos State University (MMSU) on the Final ues on Landholdings in Batac City, Ilocos
14 15	DIR. SERNA:	Madam Chair. I sec	cond the motion.
16 17 18	ADMIN. SANCHEZ:		pproval of Agenda "G" having been duly e is approved. Next
19		<u>RESOLUT</u>	TION NO. 055, S.2023
20 21 22 23 24 25 26 27 28		THAT THE NTA CONSTITUTION OF THE SECONDARY OF THE SECONDA	OLVED, AS IT IS HEREBY RESOLVED, GOVERNING BOARD APPROVES THE THE NTA COMPOSITE TEAM, BASED ON ONSIBILITY, WITH FULL AUTHORITY R AND ON BEHALF OF THE AGENCY, VANO MARCOS STATE UNIVERSITY FINAL RESOLUTION OF ISSUES ON BATAC CITY, ILOCOS NORTE.
29 30			LVED FURTHER, THAT THE NTA COMPOSITE MPOSED OF THE FOLLOWING:
31 32 33		Chairman:	Mr. BENEDICTO M. SAVELLANO
33 34 35 36 37 38 39 40		Members:	Deputy Administrator for Support Services Ms. ZENAIDA T. ARROJO Manager, Administrative Department Ms. MILAGROS C. TIU Officer-in-Charge (OIC), Finance Department Atty. ROHBERT A. AMBROS Manager, Regulation Department Atty. JUN FRED V. PARADO
41 42	Roard	Representatives:	Attorney V/Acting Board Secretary V Dir. WILFREDO C. MARTINEZ
43 44 45	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		Chairman, Committee on Legal Matters & Properties Dir. NESTOR C. CASELA Chairman, Committee on Audit & Finance
46 47			Dir. LUZVIMINDA U. PADAYAO Chairperson, Committee on Research & Extension
48 49			chan person, commutee on research & Extension
50 51		UNANIMOUS	SLY APPROVED"
52 53 54 55 56 57 58 59	ATTY. PARADO:	"Approval of the obased on function negotiate for an proponent, relati	Chair. Next, is Agenda "H", which is for the Constitution of the NTA Composite Team, nal responsibility, with full Authority to do n behalf of the Agency, With the ng to the Proposed Purchase of the Real In Las Pinas City, Consisting Of 94, 802 overed by TCT NO. (S-23814) T-22933-A".

2		•	has been discussed yesterday's meeting. motion, to be seconded?
3 4 5 6 7 8 9	DIR. TRONGCO:	NTA Composite Te full Authority to no the proponent, rel Property Located	ve for the approval of the Constitution of the cam, based on functional responsibility, with egotiate for and on behalf of the Agency, with ating to the Proposed Purchase of the Real In Las Pinas City, Consisting Of 94, 802 wered by TCT NO. (S-23814) T-22933-A.
11 12	DIR. SERNA:	Madam Chair. I sec	cond the motion.
13 14 15	ADMIN. SANCHEZ:		pproval of Agenda "H" having been duly e is approved. Next
16 17		<u>RESOLUT</u>	TION NO. 056, S.2023
18 19 20 21 22 23 24 25 26 27 28 29 30		THAT THE NTA CONSTITUTION OF FUNCTIONAL RESP TO NEGOTIATE FO WITH THE PROPOUT PURCHASE OF THE PINAS CITY, CONSTITUTE OF THE PINAS CITY OF	OLVED, AS IT IS HEREBY RESOLVED, GOVERNING BOARD APPROVES THE THE NTA COMPOSITE TEAM, BASED ON ONSIBILITY, WITH FULL AUTHORITY OR AND ON BEHALF OF THE AGENCY, NENT, RELATING TO THE PROPOSED OF REAL PROPERTY LOCATED IN LAS OSTING OF 94, 802 SQUARE METERS, OSTING OF 94, 802 SQUARE METERS, OSTING OF STATE OF ST
31 32 33		Chairman: Members:	Mr. BENEDICTO M. SAVELLANO Deputy Administrator for Support Services Ms. ZENAIDA T. ARROJO
34 35 36 37 38 39 40 41	Board	Representatives:	Manager, Administrative Department Ms. MILAGROS C. TIU Officer-in-Charge (OIC), Finance Department Atty. ROHBERT A. AMBROS Manager, Regulation Department Atty. JUN FRED V. PARADO Attorney V/Acting Board Secretary V Dir. WILFREDO C. MARTINEZ
42 43 44 45 46		UNANIMOUS	Chairman, Committee on Legal Matters & Properties SLY APPROVED"
47 48 49 50 51 52 53 54	ATTY. PARADO:	"Approval of the in Compliance vector Commission for Appointments of	Chair. Next, is Agenda "I", which is for the Reconstitution of the Board Committees, with the Guidelines of the Governance GOCCs (GCG), In view of recent new Members to the Board". The subject cussed in yesterday's meeting. May we request a led?
56 57 58 59	DIR. TRONGCO:	the Board Commit the Governance C	ove for the approval of the Reconstitution of tees, in Compliance with the Guidelines of Commission for GOCCs (GCG), In view of the Board.

			6
	1		(
	2 DIR. PADAYAO:	Madam Chair. I	second the motion for approval of the
	3		the Board Committees, in Compliance with
	4		the Governance Commission for GOCCs
	5		ecent Appointments of new Members to the
	6	Board.	econtrippontanents of new Members to the
	7	Doaru.	
		The Metion for a	approval of Aganda "I" having been duly
	9 ADMIN. SANCHEZ:		approval of Agenda "I" having been duly
		seconded, the same	e is approved. Next
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	1 2	DECOLUT	TION NO 057 C 2022
1	.2	<u>RESOLU 1</u>	TION NO. 057, S.2023
	3		OLVED, AS IT IS HEREBY RESOLVED,
	4		GOVERNING BOARD APPROVES THE
	5		OF THE BOARD COMMITTEES, IN
	6	COMPLIANCE WIT	
	7		MISSION FOR GOCCs (GCG), IN VIEW OF
	8		MENTS OF NEW MEMBERS TO THE
	9	BOARD, AS FOLLOW	'S ;
	20 21	I. Committee	on Cormorato Carormana
	22	i. Committee	on Corporate Governance
	23	Chairman:	Pres. Ferdinand R. Marcos, Jr.
	.5 24	Members:	Senior Undersecretary Domingo F. Panganiban
	25	I-IUIIIIUUI UI	Administrator & CEO Belinda S. Sanchez, CPA
	26		Dir. Wilfredo C. Martinez
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2	28	II. Committee	on Audit & Finance
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	30	Chairman:	Dir. Nestor C. Casela
	51	Members:	Dir. Luzviminda U. Padayao
	52		Dir. Wilfredo C. Martinez
	3		Dir. Jessie Pat M. Serna
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	35	III. Committee	on Research & Extension
	66 67	Chairmaran	Div Luzuimindo II Dodovoo
	8	Chairperson: Members:	Dir. Luzviminda U. Padayao Dir. Nestor C. Casela
	9	Member 5.	Dir. Danilo C. Trongco
	0		Administrator & CEO Belinda S. Sanchez, CPA
	1		riaministrator & obo bennad bi banenos, or ri
	2	IV. Committee	on Trading Operations & Regulation
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4	4	Chairman:	Dir. Jessie Pat M. Serna
4	5	Members:	Dir. Luzviminda U. Padayao
	6		Dir. Wilfredo C. Martinez
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	-8		on Nomination, Renumeration & Personnel
	9	Administrat	tion
	0	C) .	All Company to the co
	1	Chairperson:	Administrator & CEO Belinda S. Sanchez, CPA
	2	Members:	Dir. Nestor C. Casela
	4		Dir. Danilo C. Trongco Dir. Jessie Pat M. Serna
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	9	VI. Committee	on Corporate Social Responsibilities, Public
	50		ublic Safety & Security
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4 (0)	•	time Chairmann	Administrator C. Dalinda C. Conchas CDA
1			Administrator & J Belinda S. Sanchez, CPA
2 3		Members:	Dir. Jessie Pat M. Serna
3			Dir. Danilo C. Trongco
4			Dir. Wilfredo C. Martinez
			Dif. Williedo C. Martinez
5 6		VII. Committee on	Risk Management
7		VII. Committee of	non management
8		Chairman:	Dir. Danilo C. Trongco
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		Members:	Administrator & CEO Belinda S. Sanchez, CPA
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12		VIII. Committee on	Legal Matters & Properties
13		viii. Committee on	Legal Matters & Froperties
14		Chairman:	Dir. Wilfredo C. Martinez
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20		IINIA NIIMOITEI	Y APPROVED"
		UNANIMUUSL	I DEFRUYEV
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24	ATTY, PARADO;	Thank was madam (hair. Next, is Agenda "J" , which is for the
	ATTI. PARADO;	_	- ·
25		"Approval of the l	Budget for Subscription of Surveying
26		Anns as Amended	". The subject matter has been discussed in
27		yesterday's meeting. M	fay we request a motion, to be seconded?
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29	DIR. PADAYAO:	Madam Chair I me	ove for the approval of the Budget for
	DIR. FADATAU.		
30		Subscription of Surv	eying Apps, as Amended.
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	DID CEDMA.	Madam Chain Lasan	- d 4h 4i
32	DIR. SERNA:	Madam Chair. I secon	na the motion.
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34	ADMIN. SANCHEZ:	The Motion for any	proval of Agenda "J" having been duly
	ADMIN. SANCIIEZ.		
35		seconded, the same i	s approved. Next
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39		RESOLUTION N	IO 054 \$ 2023
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41		THAT THE NTA GO	VERNING BOARD APPROVES THE
42		PROPOSED NTA CORE	PORATE OPERATING BUDGET (COB)
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		FOR CALENDAR YEAR	(01) 2023.
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	APPROX BABARA	7731	The star Court lead to the star of the sta
51	ATTY. PARADO:	_	Chair. Our last item is on "Other Matters"
52		the "Proposed Sch	nedule for the 161st Regular Board
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			Governing Board, which will be on 13
53			day, at 9:00AM (tentative)." As such,
		April 2023, Thurs	
53 54			
53 54 55		madam Chair, we h	ave no other agenda. We are ready to
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53 54 55 56		madam Chair, we h	
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1	V. ADJOURNMEN	
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2 3	ADMIN. SANCHEZ:	There being no other matters to discuss, we are ready to
4		adjourn. Can we have a motion?
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7	DIR. SERNA:	Madam Chair. I move for the adjournment of the meeting.
8		,
9	DIR. TRONGCO:	I second the motion.
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11	ADMIN. SANCHEZ:	Acting upon the Motion for Adjournment, today's meeting is
12		hereby adjourned.
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14		SO ORDERED.
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16		Thank you.
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19		Note: THE MEETING WAS ADJOURNED AT EXACTLY
20		09:50AM.
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23		PREPARED AND CERTIFIED CORRECT:
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28		ATTY. JUN FRED V. PARADO
29		Acting Board Secretary
30		NTA Governing Board
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40		Hon/BELINDA S. SANCHEZ
41		Administrator & CEO and Vice-Chairman,
42		NTA Governing Board
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47		Hon NESTOR C/CASELA
48		Appointive Director, Academic Community Sector
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53		Hon. WYLFREDO C. MARTINEZ
54 55		Appointive Director, Tobacco F ar mers Sector
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Hon. LUZVIMINDA U. PADAYAO
Appointive Director, Tobacco Farmers Sector

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

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



Republic of the Philippines DEPARTMENT OF AGRICULTURE NATIONAL TOBACCO ADMINISTRATION

11th Floor, Upper Class Tower, Quezon Ave., Quezon City Tel No. (02) 8374-3987 / Fax. No. (02) 8374-2505 / website: nta.da.gov.ph ISO 9001: 2015 QMS CERTIFIED

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Dir. NESTOR C. CASELA

Dir. WILFREDO C. MARTINEZ

Dir. TEOFILO R. QUINTAL

Dir. DANILO C. TRONGCO

Atty. JUN FRED V. PARADO

Mr. EMMANUEL N. VALERA

CALL TO ORDER

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OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND SIXTIETH (160TH) REGULAR BOARD MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE NTA BOARD ROOM, 11/F UPPER CLASS TOWER BUILDING, QUEZON AVENUE, QUEZON CITY 10 March 2023 (9:30 AM)

PRESENT: Adm. BELINDA S. SANCHEZ Vice-Chair of the Board and

> Administrator/CEO **Presiding Officer**

Dir. JESSIE PAT M. SERNA Member, Tobacco Traders/Export Sector

Member, Academic Community Member, Tobacco Farmers Sector **Member, Tobacco Farmers Sector** Member, Tobacco Farmers Sector

OTHERS PRESENT: Mr. BENJAMIN V. SARMIENTO **Executive Assistant IV/ Special**

Assistant to the Administrator

Legal Officer V, Office of the Admin.

Acting Board Secretary V Administrative Assistant I

HIGHLIGHTS OF THE MEETING

The Honorable Administrator & CEO called the meeting to order at 9:30AM.

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

She then requested Mr. Emmanuel N. Valera, Administrative Assistant I (Job Order) of the NTA Governing Board, to lead the Opening Prayer.

II. **OPENING PRAYER**

Mr. Valera, Administrative Assistant I, led the Opening Prayer.

III. **DETERMINATION OF QUORUM**

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

1 2 **ATTY. PARADO:** Thank you very much, madam Chair, Good morning to all of us. 3 For the 160th Regular Board Meeting of the NTA Governing 4 Board, we have here with us the NTA Administrator and CEO 5 Belinda S. Sanchez. Good morning, ma'am. Also, we have our 6 honorable directors, Dir. Nestor Casela, Dir. Teofilo Quintal, 7 Dir. Jessie Pat Serna, and Dir. Danilo Trongco. We will be joined 8 shortly by Dir. Wilfredo Martinez thru the online platform. May 9 we also acknowledge the presence of our Executive Assistant 10 IV/ Special Assistant to the Administrator, Mr. Benjamin V. 11 Sarmiento, and Mr. Emmanuel N. Valera, Administrative 12 Assistant I of the Governing Board. As such, madam Chair, we 13 have a quorum. Thank you very much. 14 15 **ADMIN. SANCHEZ:** There being a Quorum, we are now going to the reading of the 16 Agenda. Again, may I call on the acting Board Secretary for the 17 reading and presentation of the Agenda. 18 19 **ATTY. PARADO:** Thank you, madam Chair. So, for our first agenda, we have the 20 "Approval of the Agenda of the 160th Regular Board 21 Meeting of the NTA Governing Board, held on 10 March 2023, at the NTA Board Room, 11/F Upper Class Tower 22 23 Building, Quezon Avenue, Quezon City". Can we have a 24 motion? 25 26 **DIR. QUINTAL:** May I respectfully request for the approval of the Agenda of the 27 160th Regular Board Meeting of the NTA Governing Board, held 28 on 10 March 2023, at the NTA Board Room, 11/F Upper Class 29 Tower Building, Quezon Avenue, Quezon City. 30 31 **DIR. SERNA:** I second the motion. 32 33 **ADMIN. SANCHEZ:** The motion for the approval of today's Agenda having been 34 duly seconded, the same is APPROVED. 35 36 RESOLUTION NO. 046, S. 2023 37 38 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA 39 GOVERNING BOARD APPROVES THE AGENDA OF THE 160th 40 REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, 41 HELD ON 10 MARCH 2023, AT THE NTA BOARD ROOM, 11/F UPPER 42 CLASS TOWER BUILDING, QUEZON AVENUE, QUEZON CITY. 43 44 UNANIMOUSLY APPROVED" 45 46 47 ATTY. PARADO: Thank you, apo Directors. So, the Agenda for the 160th Regular 48 Meeting approved. is 49 approval/confirmation/consideration of the Board is Agenda 50 "A", which is the "Approval of the Minutes of the 114th 51 Special Board Meeting of the NTA Governing Board, held 52 on February 23, 2023, at 9:30AM at the NTA Board Room, 53 Ben-Lor Bldg., 3rd Floor, 1184 Quezon Avenue, Quezon 54 City". Any motion? 55 56 **DIR. TRONGCO:** I move for the Approval of the Minutes of the 114th Special 57 Board Meeting of the NTA Governing Board, held on February

23, 2023, at 9:30AM at the NTA Board Room, Ben-Lor Bldg., 3rd

Floor, 1184 Quezon Avenue, Quezon City.

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1 I second the motion, subject to submission of amendments 2 **DIR. SERNA:** 3 within five (5) days from today. 4 5 The Motion for Approval of Agenda "A" having been duly **ADMIN. SANCHEZ:** seconded, the same is approved, subject for submission of 6 amendments within five (5) days from today. Next item... 7 8 **RESOLUTION NO. 047, S. 2023** 9 10 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA 11 GOVERNING BOARD APPROVES THE MINUTES OF THE 114th 12 SPECIAL BOARD MEETING OF THE NTA GOVERNING BOARD, 13 HELD ON 23 FEBRUARY 2023, AT 9:30AM AT THE NTA BOARD 14 15 ROOM, 3/F BEN-LOR BLDG.,1184 QUEZON AVENUE, QUEZON. 16 17 **UNANIMOUSLY APPROVED"** 18 19 Thank you, madam Chair. For our next agenda, Agenda "B", we 20 **ATTY. PARADO:** have the "Approval of the Grant of Php500.00 per Month 21 Increase in Travel Allowance (Transport Expense 22 Voucher) for Permanent TPRO I, TPRO III, Agriculturist I, 23 Agriculturist II, Senior TPROs And Supervising TPROs, 24 Effective March 01, 2023; And Php1,000.00 Across the 25 Board Increase in the Wages of TPRO Job Order (JO) 26 Hirees, Effective April 01, 2023". I would like also to 27 28 manifest, your honors, that this item was thoroughly discussed 29 in yesterday's Committee Meeting. As such, may we request for a Motion. 30 31 32 **DIR. CASELA:** Madam Chair. I move for the approval of the Grant of Php500.00 per Month Increase in Travel Allowance 33 (Transport Expense Voucher) for Permanent TPRO I, TPRO III, 34 Agriculturist I, Agriculturist II, Senior TPROs and Supervising 35 36 TPROs, Effective March 01, 2023; and Php1,000.00 Across the Board Increase in the Wages of TPRO Job Order (JO) Hirees, 37 Effective April 01, 2023. Also, that it is requested that a colatilla 38 provision shall be included, as follows: "That in the event that 39 the financial situation of NTA improves, there will also be 40 41 granted an increase in the wages of Job Order (JO) drivers." 42 43 **DIR. TRONGCO:** I second the motion. 44 45 The motion for approval of Agenda "B" having been duly ADMIN. SANCHEZ: seconded, the same is approved. Next... 46 47 RESOLUTION NO. 042, S. 2023 48 49 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 50 THE NTA GOVERNING BOARD APPROVES THE GRANT OF 51 Php500.00 PER MONTH INCREASE IN TRAVEL ALLOWANCE 52 (TRANSPORT EXPENSE VOUCHER) FOR PERMANENT TPRO 53 I, TPRO III, AGRICULTURIST I, AGRICULTURIST II, SENIOR 54 TPROS AND SUPERVISING TPROS, EFFECTIVE MARCH 01, 55 2023; AND PhP1,000.00 ACROSS THE BOARD INCREASE IN

THE WAGES OF TPRO JOB ORDER (JO) HIREES, EFFECTIVE

APRIL 01, 2023, WITH A COLATILLA AS FOLLOWS: THAT IN

THE EVENT THAT THE FINANCIAL SITUATION OF NTA

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2 3 IMPROVES, THERE WILL ALSO BE GRANTED AN INCREASE 4 IN THE WAGES OF JOB ORDER (JO) DRIVERS. 5 6 UNANIMOUSLY APPROVED" 7 8 9 **ATTY. PARADO:** Thank you madam Chair. Our next agenda, Agenda "C", is for 10 the "Approval of the Invitation of the Mariano Marcos State 11 University (MMSU) President, Ms. Shirley C. Agrupis, to a 12 Meeting for the Purpose of Arriving at a Final Resolution 13 of Issues on Landholdings, particularly the NTA Building 14 Complex and Adjacent Parcels of Land located at Brgy. 15 Tabug, Batac City, Ilocos Norte". Again, I would like to 16 manifest that this topic has been discussed and reported in 17 yesterday's Meeting. As such, can we have a motion? 18 19 **DIR. QUINTAL:** Madam Chair. I move for the approval of the Invitation of the 20 Mariano Marcos State University (MMSU) President, Ms. 21 Shirley C. Agrupis, to a Meeting for the purpose of arriving at a 22 final resolution of issues on landholdings, particularly the NTA 23 Building Complex and adjacent parcels of land located at Brgy. 24 Tabug, Batac City, Ilocos Norte. 25 26 **DIR. MARTINEZ:** I second the motion. 27 28 The Motion for Approval of Agenda "C" having been duly ADMIN. SANCHEZ: 29 seconded, the same is approved. Next item... 30 31 RESOLUTION NO. 043, S. 2023 32 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 33 THE NTA GOVERNING BOARD **APPROVES** 34 REQUEST/INVITATION OF THE MARIANO MARCOS STATE 35 UNIVERSITY (MMSU) PRESIDENT, MS. SHIRLEY C. AGRUPIS, 36 TO A MEETING FOR THE PURPOSE OF ARRIVING AT A FINAL 37 RESOLUTION **OF ISSUES** ON LANDHOLDINGS, 38 PARTICULARLY THE NTA BUILDING COMPLEX AND 39 ADJACENT PARCELS OF LAND LOCATED AT BRGY. TABUG. 40 BATAC CITY, ILOCOS NORTE. 41 42 UNANIMOUSLY APPROVED" 43 44 45 **ATTY. PARADO:** Thank you, madam Chair. Next, is Agenda "D", which is for the 46 "Request for Implementation of the Letter from the Office 47 of the President, thru the Deputy Executive Secretary for 48 Legal Affairs, dated 07 March 2023 (Upholding the 49 Validity and Propriety of the DA Memorandum, dated 05 50 August 2022, Directing the Resumption as NTA Deputy 51 Administrator of Mr. Benedicto M. Savellano)". The subject 52 matter has been discussed in yesterday's meeting. May we 53 request a motion, to be seconded? 54 55 **DIR. CASELA:** Madam Chair. I move for the approval of the Request for 56 Implementation of the Letter from the Office of the President, 57 thru the Deputy Executive Secretary for Legal Affairs, dated 07 58 March 2023 (upholding the validity and validity and propriety

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of the DA Memorandum, Dated 05 August 2022, Directing the 1 2 resumption as NTA Deputy Administrator of Mr. Benedicto M. 3 Savellano)". 4 5 **DIR. QUINTAL:** I second the motion. 6 7 **ADMIN. SANCHEZ:** The Motion for Approval of Agenda "D" having been duly 8 seconded, the same is approved. Next... 9 10 RESOLUTION NO. 044, S. 2023 11 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, 12 THAT THE NTA GOVERNING BOARD APPROVES THE 13 REQUEST FOR IMPLEMENTATION OF THE LETTER FROM 14 THE OFFICE OF THE PRESIDENT, THRU THE DEPUTY 15 EXECUTIVE SECRETARY FOR LEGAL AFFAIRS, DATED 07 16 MARCH 2023 (UPHOLDING THE VALIDITY AND PROPRIETY OF THE DA MEMORANDUM, DATED 05 17 18 AUGUST 2022, DIRECTING THE RESUMPTION AS NTA 19 DEPUTY ADMINISTRATOR OF MR. BENEDICTO M. 20 21 SAVELLANO). 22 UNANIMOUSLY APPROVED" 23 24 25 26 **ATTY PARADO:** Thank you, madam Chair. Our last item would be on "Other 27 Matters". Item No. 1 is the "Request for Discussion: Letter of 28 Intent to Purchase the NTA Real Property located in Las 29 Pinas City, consisting of 94,802 Square Meters, covered by 30 Transfer Certificate of Title (TCT) No. (S-23814) T-22933-31 A; Proponent: Amb. Benedict V. Yujuico." I would like to 32 manifest that this subject matter has been discussed in 33 yesterday's meeting and there was a suggestion creating a 34 Composite Team to be determined by top management with 35 full authority to undertake the necessary negotiation with the 36 proponent. May we request a motion, to be seconded? 37 38 DIR. CASELA: Madam Chair. I move that, as to the Intent to Purchase the NTA 39 Real Property located in Las Pinas City, consisting of 94,802 40 Square Meter, Covered by Transfer Certificate of Title (TCT) 41 No. (S-23814) T-22933-A, by the Proponent, Ambassador 42 Benedict V. Yujuico, an NTA Composite Team shall be created, 43 to be determined by top management, with full authority to 44 undertake the necessary negotiation with the proponent. 45 46 DIR. MARTINEZ: I second the motion. 47 48 The Motion for Approval of Item No. 1 in "Other Matters" ADMIN. SANCHEZ: 49 having been duly seconded, the same is approved. Next... 50 51 RESOLUTION NO. 045, S.2023 52 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, 53 THAT THE NTA GOVERNING BOARD APPROVES THE 54 CREATION OF A COMPOSITE TEAM, TO BE DETERMINED 55 BY TOP MANAGEMENT, WITH FULL AUTHORITY TO 56 UNDERTAKE THE NECESSARY NEGOTIATION WITH THE 57 PROPONENT AS TO THE PROPOSED PURCHASE OF THE

J 4 8

.f≥ ' ∰	1 2 3 4 5	(TA REAL PROPERTY LOCATED IN LAS PINAS CITY, CONSISTING OF 94,802 SQUARE METERS, COVERED BY TRANSFER CERTIFICATE OF TITLE (TCT) NO. (S-23814) T-22933-A.
	6 7		UNANIMOUSLY APPROVED"
	8 9 10 11 12 13 14 15	ATTY. PARADO:	Thank you, madam Chair. Our last item on "Other Matters" is Item No. 2, the "Proposed Schedule for the 115 th Special Board Meeting of the NTA Governing Board, which will be on 23 March 2023, Thursday, at 9:00AM (tentative)." As such, madam Chair, we have no other agenda. We are ready to adjourn.
	17	V. ADJOURNMEN	Т
	18 19 20 21	ADMIN. SANCHEZ:	There being no other matters to discuss, we are ready to adjourn. Can we have a motion?
	22 23 24	DIR. QUINTAL:	Madam Chair. I move for the adjournment of the meeting.
	25 26	DIR. TRONGCO:	I second the motion.
	27 28	ADMIN. SANCHEZ:	Acting upon the Motion for Adjournment, today's meeting is hereby adjourned.
	29 30		SO ORDERED.
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	32 33		Thank you.
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	35		Note: THE MEETING WAS ADJOURNED AT EXACTLY
	36		11:00AM.
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	39		PREPARED AND CERTIFIED CORRECT:
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	44		ATTY. JUN FRED V. PARADO
	45		Acting Board Secretary
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	52 53	ATTESTED:	
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	56		Hon. BELINDA S. SANCHEZ
	57		Administrator & CEO and Vice-Chairman,
	58		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



Dir. JESSE PAT M. SERNA

Dir. TEOFILO R. QUINTAL

Dir. DANILO C. TRONGCO

OTHERS PRESENT:

Dir. WILFREDO C. MARTINEZ

Mr. BENJAMIN V. SARMIENTO

Dr. GIOVANNI B. PALABAY

Ms. ZENAIDA T. ARROJO

Ms. FORTUNA C. BENOSA

Atty. ROHBERT A. AMBROS

Atty. JUN FRED V. PARADO

Dir. NESTOR C. CASELA

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OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND FOURTEENTH (114TH) SPECIAL BOARD MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY 23 February 2023 (9:30 AM)

PRESENT:

Adm. BELINDA S. SANCHEZ Vice-Chair of the Board and

Administrator/CEO **Presiding Officer**

Member, Tobacco Traders/Export Sector

Member, Academic Community Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector

Member, Tobacco Farmers Sector

Executive Assistant IV/ Special

Assistant to the Administrator **OIC Deputy Administrator for Operations**

Manager, Administrative Department Manager, Cor. Plan Department

Manager, Regulation Department Legal Officer V, Office of the Admin.

Acting Board Secretary V

HIGHLIGHTS OF THE MEETING

CALL TO ORDER

The Honorable Administrator & CEO called the meeting to order at 9:30AM.

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

She then requested Mr. Emmanuel N. Valera, Administrative Assistant I (Job Order) of the NTA Governing Board, to lead the Opening Prayer.

1 2 **OPENING PRAYER** II. 3 4 Mr. Valera, Administrative Assistant I, led the Opening Prayer. 5 6 III. DETERMINATION OF QUORUM 7 8 The Hon. Administrator asked Atty. Jun Fred V. Parado, Acting Board Secretary V, to 9 determine the quorum. 10 11 ATTY. PARADO: Thank you very much, madam Chair. Good morning to each 12 and everyone. For the 114th Special Board Meeting of the NTA 13 Governing Board, we have here with us the NTA Administrator 14 and CEO. Also, we have our honorable directors. Dir. Nestor 15 Casela, Dir. Teofilo Quintal, Dir. Jessie Pat Serna, and Dir. 16 Danilo Trongco. We will be joined shortly by Dir. Wilfredo 17 Martinez thru online platform. May we also acknowledge the 18 presence of our Executive Assistant IV/ Special Assistant to the 19 Administrator, Mr. Benjamin V. Sarmiento. Also, we have our 20 OIC-DAOP, Dr. Giovanni B. Palabay, our Manager of the 21 Administrative Department, ma'am Zenaida T. Arrojo, and the 22 OIC-Finance Department, ma'am Milagos C. Tiu, ma'am 23 Fortuna C. Benosa, Manager of Cor. Plan Department, and Atty. 24 Rohbert A. Ambros, Manager of Regulation Department. As 25 such, madam Chair, we have a quorum. Thank you very much. 26 27 **ADMIN. SANCHEZ:** There being a Quorum, we are now going to the reading of the 28 Agenda. Again, may I call on the acting Board Secretary for the 29 reading and presentation of the Agenda. 30 Thank you, madam Chair. So, for our first agenda, we have the 31 **ATTY. PARADO:** 32 "Approval of the Agenda of the 114th Special Board 33 Meeting of the NTA Governing Board, held at NTA Board 34 Room, Ben-Lor Bldg., 3rd Floor, 1184 Quezon Avenue, 35 Quezon City". Can we have a motion? 36 37 **DIR. TRONGCO:** May I respectfully request for the approval of Agenda of the 38 114th Special Board Meeting. 39 40 **DIR. CASELA:** I second the motion. 41 The motion for the approval of today's Agenda having been 42 ADMIN. SANCHEZ: 43 duly seconded, the same is APPROVED. 44 45 RESOLUTION NO. 039, S.2023 46 47 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA 48 GOVERNING BOARD APPROVES THE AGENDA OF THE 114th 49 SPECIAL BOARD MEETING OF THE NTA GOVERNING BOARD, HELD 50 ON 23 FEBRUARY 2023, AT THE NTA BOARD ROOM, 3/F BEN-LOR

UNANIMOUSLY APPROVED"

BLDG.,1184 QUEZON AVENUE, QUEZON CITY.

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3	ATTY. PARADO:	Thank you, apo Directors. So, the Agenda for the 114th Special
4		Board Meeting is approved. Next, for
5		approval/confirmation/consideration of the Board is Agenda
6		"A", which is the "Approval of the Minutes of the 159th
7		Regular Board Meeting of the NTA Governing Board, held
8		
9		on February 23, 2023 at 9:30AM at the NTA Board Room,
		Ben-Lor Bldg., 3rd Floor, 1184 Quezon Avenue, Quezon
10		City". Any motion?
11	DID CACRIA	
12	DIR. CASELA:	I move for the approval of the Minutes of the 159th Regular
13		Board Meeting of the NTA Governing Board, held on February
14		23, 2023 at 9:30AM at the NTA Board Room, Ben-Lor Bldg., 3rd
15		Floor, 1184 Quezon Avenue, Quezon City.
16		
17	DIR. SERNA:	I second the motion, subject to submission of amendments
18		within five (5) days from today.
19		
20	ADMIN. SANCHEZ:	The Motion for Approval of the Agenda "A" having been duly
21		seconded, the same is approved, subject for submission of
22		amendments within five (5) days from today. Next item
23		
24	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "B", we
25		have the "Approval of the Awarding of Outstanding
26		Tobacco Grower of the Year (TGY) Branch level CY 2021-
27		2022 (to be held on April 20, 2023, at the NTA-PHILRICE
28		Auditorium, City of Batac, Ilocos Norte Branch Office)". I
29		would like also to manifest, your honors, that this item was
30		thoroughly discussed by our OIC-DAOP, Dr. Giovanni B.
31		Palabay, in yesterday's Committee Meeting. As such, may we
32		request for a Motion.
33		•
34	DIR. CASELA:	Madam Chair. I move for the approval of the Awarding of
35		Outstanding Tobacco Grower of the Year (TGY) Branch level
36		CY 2021-2022 (to be held on April 20, 2023, at the NTA-
37		PHILRICE Auditorium, City of Batac, Ilocos Norte Branch
38		Office).
39		omee).
40	DIR. QUINTAL:	I second the motion.
41	Ditti Quin IIIDi	1 Second the motion.
42	ADMIN SANCHEZ	The motion for approval of Agenda "B" having been duly
43	TIDETHII STATEMEN.	seconded, the same is approved. Next
44		seconded, the same is approved. Next
45		RESOLUTION NO. 040, S.2023
46		<u> </u>
47		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT
48		THE NTA GOVERNING BOARD APPROVES THE AWARDING
49		OF OUTSTANDING TOBACCO GROWER OF THE YEAR (TGY),
50		BRANCH LEVEL CY 2021-2022.
51		
52		UNANIMOUSLY APPROVED"
53		
54		

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3 4 5	ATTY. PARADO:	Thank you madam Chair. Our next agenda, Agenda "C", is for the "Approval of the Report Update on the Status of Filling-Up of Vacant Plantilla Position at the National Tobacco
6 7 8 9		Administration ". Again, I would like to manifest that this topic has been discussed and reported in yesterday's Meeting. As such, can we have a motion?
10 11 12 13	DIR. CASELA:	Madam Chair. I move for the approval of the Report Update on the Status of Filling-Up of Vacant Plantilla Position at the National Tobacco Administration.
14 15	DIR. TRONGCO:	I second the motion.
16 17 18	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "C" having been duly seconded, the same is approved. Next item
19 20 21 22 23 24 25	ATTY. PARADO:	Thank you, madam Chair. Next, is Agenda "D" , which is for the "Report Update on the Status of Beef Cattle Distribution the Under Quick Response Fund (QRF)" . The subject matter has been discussed and reported by our OIC-DAOP, Dr. Giovanni B. Palabay, in yesterday's meeting. May we request a motion, to be seconded?
26 27 28 29	DIR. QUINTAL:	Madam Chair. I move for the approval of the Report Update on the Status of Beef Cattle Distribution Under the Quick Response Fund (QRF).
30 31	DIR. TRONGCO:	I second the motion.
32 33 34	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "D" having been duly seconded, the same is approved. Next
35 36 37 38 39 40 41 42	ATTY. PARADO:	Thank you, madam Chair. Next, is Agenda "E", which is for the "Update on the Kahuyang Pangkabuhayan at Pangkalikasan (KKP) Project on the Inventory Record on Survival Percentage." I would like also to manifest your honors, that this item was thoroughly discussed by our Cor. Plan Manager, ma'am Fortuna C. Benosa, in yesterday's Committee Meeting. As such, may we request for a Motion.
42 43 44 45 46	DIR. SERNA:	Madam Chair. I move for the approval of the Update on the Kahuyang Pangkabuhayan at Pangkalikasan (KKP) Project on the Inventory Record on Survival Percentage.
47 48	DIR. TRONGCO:	I second the motion.
49 50 51 52 53	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "E" having been duly seconded, the same is approved. Next

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2 3	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "F",
4		which is for the "Request for Discussion / Approval of the
5		Granting of TEV's to Job Orders or Increase in Rates and
6		Other Incidental Expenses", I would like also to manifest
7		your honors, that this item was thoroughly discussed in
8		yesterday's Committee Meeting, and it was deferred for
9		further discussion for the next Committee Meeting. May we
10		request a motion for deferment, to be seconded?
11	DID OHINTAY.	Madam Chain Image Conthe Defended (CI)
12 13	DIR. QUINTAL:	Madam Chair. I move for the Deferment of the said item.
14	DIR. CASELA:	I second the motion.
15	DIK. CASELA.	i second the motion.
16	ADMIN. SANCHEZ:	The Motion for Deferment of Agenda "F" having been duly
17	TREE PRINTED IN THE STREET	seconded, the same is granted. Next
18		5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5
19	ATTY. PARADO:	Thank you, madam Chair. For our next agenda, Agenda "G", is
20		for the "Report Update on the Activities/ Operations of the
21		NTA Tobacco Dust Processing Plant (TDPP). I would like
22		also to manifest your honors, that this item was thoroughly
23		discussed in yesterday's Committee Meeting, As such, may we
24		request for a Motion.
25	DID OHINEAT	M l Oliver C d l l Col D L M
26 27	DIR. QUINTAL:	Madam Chair. I move for the approval of the Report Update on
28		the Activities/ Operations of the NTA Tobacco Dust Processing Plant (TDPP).
29		riant (1DFF).
30	DIR. TRONGCO:	I second the motion.
31	Din Indiado	1 Second the Modelin
32	ADMIN. SANCHEZ:	The Motion for Approval of Agenda "G" having been duly
33		seconded, the same is approved. Next
34		• •
35	ATTY. PARADO:	Thank you, madam Chair. Our last item would be on "Other
36		Matters". The Proposed Schedule for the 160th Regular
37		Board Meeting of the NTA Governing Board will be on 10
38		March 2023, Friday, at 9:00AM (tentative). As such, madam
39 40		Chair, we have no other agenda. We are ready to adjourn.
41	V. ADJOURNMENT	r
42	v. ADJOURNILM	
43	ADMIN. SANCHEZ:	There being no other matters to discuss, we are ready to
44		adjourn. Can we have a motion?
45		,
46	DIR. SERNA:	Madam Chair. I move for the adjournment of the meeting.
47		
48	DIR. TRONGCO:	I second the motion.
49		
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2 3 4	ADMIN. SANCHEZ:	Acting upon hereby adjoin	the Motion for Adjournment, today's meeting is arned.
5 6		SO ORDERE	D.
7 8		Thank you.	
9 10			
11 12		Note: THE 11:50AM .	MEETING WAS ADJOURNED AT EXACTLY
13		II:SUAM.	
14 15			
16 17		PREPA	RED AND CERTIFIED CORRECT:
18			
19 20			
21 22			ATTY. JUN FRED V. PARADO
23			Acting Board Secretary NTA Governing Board
24 25			V
26 27			
28			
29 30	ATTESTED:		
31 32			111
33			Ion. BELINDA S. SANCHEZ
34 35		Administi	rator/CEO and Vice-Chairman, NTA Governing Board
36 37			will dovorming bour u
38			
39 40		н	ON NESTOR C. CASELA
41 42		Appointive D	irector, Academic Community Sector
43			
44 45			. 1 - //
46 47		Uon	WILFREDO C. MARTINEZ
48			Director, Tobacco Farmers Sector
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Hon TroFILO 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 TOBACCO ADMINISTRATION

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

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OFFICE OF THE NTA GOVERNING BOARD

ONE HUNDRED AND FIFTY-NINTH (159TH) REGULAR BOARD MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT HOTEL DOMINIQUE. TAGAYTAY CITY 02 FEBRUARY 2023 (3:00 PM)

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PRESENT:

Adm. BELINDA S. SANCHEZ

Vice-Chair of the Board and Administrator/CEO

Presiding Officer

Dir. JESSE PAT M. SERNA

Member, Tobacco Traders/Export Sector

Dir. NESTOR C. CASELA Dir. WILFREDO C. MARTINEZ Member, Academic Community Member, Tobacco Farmers Sector

Dir. TEOFILO R. QUINTAL

Member, Tobacco Farmers Sector

Dir. DANILO C. TRONGCO

Member, Tobacco Farmers Sector

OTHERS PRESENT:

Mr. BENJAMIN V. SARMIENTO

Executive Assistant IV/ Special Assistant to the Administrator

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

35 36 37

HIGHLIGHTS OF THE MEETING

38 39 40

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CALL TO ORDER

42 43 44

The Honorable Administrator/CEO Called the meeting to order at 3:00PM.

45 46 47 At the outset, she informed that as Vice-Chair, she will preside in the absence of the Senior Undersecretary of Agriculture and Acting Chairman of the NTA Governing Board.

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

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11. **OPENING PRAYER**

53 54 Atty. Parado, Acting Board Secretary V, led the Opening Prayer.

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III. **DETERMINATION OF QUORUM**

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

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ATTY, PARADO: Thank you very much, madam Chair. For the 159th Regular Board Meeting of the NTA Governing Board, we have the

.ITA Administrator and CEO; also, we have our directors, 1 Dir. Nestor Casela, Dir. Teofilo Quintal, Dir. Jessie Pat 2 3 Serna, Dir. Danilo Trongco and Dir. Wilfredo Martinez, also we have our Executive Assistant IV/ Special Assistant to the 4 5 Administrator Sir Benjamin V. Sarmiento and Ms. Minerva P. Mizal our Management Consultant. As such madam Chair, 6 7 we have a quorum. Thank you very much. 8 9 ADMIN. SANCHEZ: There being a Quorum, we are now going to the reading 10 of the Agenda. Again, may I call on the acting Board Secretary for the reading and presentation of the Agenda. 11 12 13 ATTY, PARADO: Thank you, madam Chair. So, for our first agenda, we have the "APPROVAL OF THE AGENDA OF THE 159TH 14 15 REGULAR MEETING OF THE NTA GOVERNING BOARD, 16 HELD ON FEBRUARY 02, 2023 AT 2:00PM, AT DOMINIQUE HOTEL, BRGY. MAITIM II, TAGAYTAY 17 18 CITY" Can we have a motion? 19 My I respectfully request for the approval of the Agenda of 20 DIR. SERNA: the 159th Regular Board Meeting. 21 22 23 DIR. QUINTAL: I second the motion. 24 25 ADMIN. SANCHEZ: The motion for the approval of today's Agenda having been duly seconded, the same is APPROVED. 26 27 28 RESOLUTION NO. 039, S.2023 29 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 30 31 THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 159TH REGULAR MEETING OF THE NTA GOVERNING 32 BOARD, HELD ON FEBRUARY 02, 2023 AT 2:00PM, AT 33 DOMINIQUE HOTEL, BRGY. MAITIM II, TAGAYTAY CITY 34 35 36 UNANIMOUSLY APPROVED" 37 38 ATTY. PARADO: Thank you apo Directors. So, the 39 Agenda for the 159th Regular Board Meeting is approved. 40 41 Next, for approval/confirmation/consideration of the Board is Agenda "A", which is the "FOR APPROVAL, THE MINUTES 42 OF THE 113th SPECIAL BOARD MEETING OF THE NTA 43 GOVERNING BOARD, HELD ON 26 JANUARY 2023, AT 44 45 9:30AM, AT THE NTA BOARD ROOM, 3RD FLOOR, BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY" Any motion? 46 47 48 ADMIN. SANCHEZ: As a practice, can anyone move for the approval of the Minutes of the Previous Meeting, subject to submission of 49 amendments within five (5) days from today? 50 51 DIR. SERNA: I move for the approval of the Minutes of the 113th Special 52 Board Meeting of the NTA Governing Board, held on 26 53 54 January 2023, at 9:30AM, at the NTA Board Room, 3rd Floor, 55 Ben-Lor Bldg., 1184 Quezon Avenue, Quezon City. Subject to submission of amendments within five (5) days from 56 57 today. 58 DIR. QUINTAL: I second the motion, subject to submission of amendments 59

within five (5) days from today.

2		RESOLUTION NO. 040, S.2023
3		NEGOLO 11014 110. 040, 0.2020
5 6		"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD
7		APPROVES THE MINUTES OF THE 113TH SPECIAL
8 9		BOARD MEETING OF THE NTA GOVERNING BOARD,
9 10		HELD ON 26 JANUARY 2023, AT 9:30AM, AT THE NTA BOARD ROOM, 3/F BEN-LOR BLDG.,1184 QUEZON
11 12		AVENUE, QUEZON.
12 13		UNANIMOUSLY APPROVED"
14		
15	ADMIN. SANCHEZ	: The Motion for Approval of the Agenda "A" having been duly
16 17 18		seconded, the same is approved, subject to submission of amendments within five (5) days from today. Next item
10 19	ATTY, PARADO:	Thank you, madam Chair. For our next agenda, Agenda
20		"B", we have the "Approval of the Request for the
21		Issuance of a Board Resolution Authorizing Ms.
22		JOSELYN G. MIGUEL (MAKER), CASHIER III, AND
23		ENGR. ROGER T. MADRIAGA (AUTHORIZER),
24 25		Department Manager III, as Enrollees on the Electronic
25 26		Payment System (EPS) of the Land Bank Of The Philippines (LBP), in compliance with Online Payment of
27		Philhealth Electronic Premium Reporting System
28		(EPRo), on behalf of NTA - Pangasinan". I would like
29		also to manifest your honors, that this item was
30		thoroughly discussed in yesterday's Committee
31 32		Meeting. As such, may we request for a Motion.
33 34	DIR. TRONGCO:	Madam Chair, I move for the approval of agenda "B".
35 36	DIR. SERNA:	I second the motion.
37		
38		RESOLUTION NO. 037, S.2023
39		BE IT RESOLVED, AS IT IS HEREBY RESOLVED,
10		to authorize the <u>NATIONAL TOBACCO</u>
41		ADMINISTRATION, VILLASIS, PANGASINAN to enroll in
12 13		the Electronic Payment System (EPS) of Land Bank of
14		the Philippines in compliance to online payment of PhilHealth Electronic Premium Reporting System
15		(EPRS), and that the authorized enrollees of the said
16		system shall be:
17		Name Position
18		JOSELYN G. MIGUEL Cashier III
19 50		(Maker)
50 51		ROGER T. MADRIAGA Department Manager III
52		(Authorizer)
53		(· ······
54		RESOLVED FURTHER, that Land Bank of the
55		Philippines is authorized to debit Savings/Current Account
56		Number 3792-1003-16 and/or all other accounts upon the
57 58		instruction of above enrollees, on behalf of the NATIONAL TOBACCO ADMINISTRATION, VILLASIS, PANGASINAN.
70		TODACCO ADMINISTRATION, VILLASIS, PANGASINAN.

1 RESOLVED FINALLY, that this resolution shall 2 be deemed valid and effective unless a written notice 3 of its revocation or amendment is delivered to Land Bank of the Philippines. 4 5 6 UNANIMOUSLY APPROVED" 7 8 9 ADMIN. SANCHEZ: The Motion for the Approval of agenda "B" having been duly 10 seconded, the same is hereby APPROVED. 11 **ATTY. PARADO:** 12 Next is Agenda "C", The Report Update on the Status of 13 Beef Cattle Distribution Under the Quick Response Fund 14 (QRF) - Region I. I would like also to manifest your honors, 15 that this item was thoroughly discussed in yesterday's 16 Committee Meeting, and that there was a Motion to Defer, 17 which was duly approved. As such, this matter will be reset 18 and taken up during the next committee meeting, subject to 19 the recommendations made by the members of the Board, 20 to wit: 21 22 The Bids and Awards Committee (BAC) shall come 23 up with recommendations easing up the Terms of 24 Reference (TOR) for the procurement process; and 25 26 To include / involve the branch offices as to 27 identification of possible sources of cattles to be 28 procured 29 30 May i solicit for a Motion to Defer, unless there are further 31 discussions by the Board. For comments, discussions & 32 recommendations? Or any motions? 33 34 35 DIR. CASELA: Your honor, I move for the deferment of the said agenda, 36 thank you. 37 38 DIR. QUINTAL: I second the motion. 39 40 ADMIN. SANCHEZ: The motion for the deferment of Agenda "C" having been 41 duly seconded, the same is hereby APPROVED. 42 43 ATTY. PARADO: Thank you Madam Chair. Agenda "D" is the "Report Update 44 45 on the Status of the Ongoing Construction of the NTA -Central Office Building". 46 47 48 I would like to manifest that this matter has been thoroughly 49 discussed yesterday, during the Committee Meeting. In view 50 of the unavailability of the Resource Person due to previous 51 commitments, poor internet connectivity and logistics, there 52 was a Motion to Defer, which was duly approved. 53 54 As such, this matter will be reset and taken up during the 55 next scheduled committee meeting. 56 57 May I, therefore, solicit for a Motion to Defer, unless there 58 are further discussions by the board. For comments.

discussions & recommendations? Or any motions?

1 DIR. SERNA: Madam Chair, I move for the deferment of Agenda "D". 3 4 **DIR. TRONGCO:** I second the motion. 5 6 ADMIN. SANCHEZ: The Motion for Deferment of Agenda "D" has been duly 7 seconded. As such, the same is APPROVED. 8 9 10 ATTY. PARADO: Thank you. Madam Chair. Next is agenda "E", "Report 11 Update on the result of inspection and Status of the 12 Leased NTA Agripinoy Feed Milling Complex, Located in 13 Sulvec, Narvacan, Ilocos Sur". 14 15 That the subject matter was thoroughly discussed in 16 yesterday's Joint Board Committee Meeting, as presented 17 by the Resource Person. That there was a Motion to Adopt 18 the report, which was duly approved. May we request for a 19 Motion. 20 21 **DIR. QUINTAL:** Madam Chair. I move for the adoption of Agenda "E". 22 23 DIR. MARTINEZ: I second the motion. 24 25 ADMIN. SANCHEZ: The Motion for Adoption of Agenda "E" has been duly 26 seconded. As such, the same is APPROVED. 27 28 29 RESOLUTION NO. 038, S.2023 30 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, 31 THAT THE NTA GOVERNING BOARD ADOPTS THE REPORT 32 OF MS. NORALYN I. IDICA, ACTING PROJECT MANAGER, 33 NTA-KADIWA NI ANI AT KITA, ON THE RESULT OF 34 INSPECTION AND STATUS OF THE LEASED 35 AGRIPINOY FEED MILLING COMPLEX, LOCATED IN 36 SULVEC, NARVACAN, ILOCOS SUR; 37 38 RESOLVED FURTHER, THAT A COPY OF THE SAID 39 REPORT WILL BE FURNISHED THE OFFICE OF ENGR. IRENE 40 BRINGAS, GENERAL MANAGER AND CEO 41 ADTEMPCO, AS LESSEE, FOR THEIR INFORMATION AND 42 **GUIDANCE**; **AND** 43 44 RESOLVED FINALLY, THAT A COMPOSITE NTA 45 TEAM, CONSISTING OF THE FOLLOWING: DIR. DANILO C. 46 TRONGCO, REPRESENTING THE NTA GOVERNING BOARD: 47 MS. ZENAIDA T. ARROJO, DEPARTMENT MANAGER III, 48 ADMINISTRATIVE DEPARTMENT; MS. NORALYN I. IDICA, ACTING PROJECT MANAGER, NTA KADIWA NI ANI AT KITA: 49 50 AND ATTY. JUN FRED V. PARADO, ATTORENEY V, OFFICE 51 OF THE ADMINISTRATOR - IS HEREBY CONSTITUTED WITH 52 FULL AUTHORITY TO CONDUCT A DIALOGUE WITH THE 53 ADTEMPCO MANAGEMENT, AND FOR THE EVENTUAL 54 RESOLUTION OF THE ISSUES RAISED THEREIN. 55 56 **UNANIMOUSLY APPROVED"** 57

ATTY. PARADO: Thank you, madam Chair. So, as for Other Matters, we have:

58 59

oposed Schedule for the 114th Special Board Meeting of the NTA Governing Board will be on 22 February 2023, Wednesday at 9:30am (tentative). Committee meeting will be on 21 February 2023, Tuesday, at 9:30am Our next and Final Agenda madam Chair, is for Adjournment. **ADJOURNMENT** ADMIN. SANCHEZ: There being no other Matters to tackle or discuss, we are now ready to adjourn. Can we have a motion? DIR. CASELA: Madam Chair. May I move for the adjournment of the meeting. I second the motion. DIR. QUINTAL: ADMIN. SANCHEZ: The motion for Adjournment has been duly seconded. As such, the same is APPROVED. We are adjourned! Thank you. Note: The Meeting was adjourned at exactly 03:45PM. 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 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

3rd & 4th Floor, Ben-Lor Building, 1184 Quezon Ave., Quezon City Tel 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 THIRTEENTH (113TH) SPECIAL BOARD MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY 26 JANUARY 2023 (9:30 AM)

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PRESENT:

Adm. BELINDA S. SANCHEZ - Vice-Chair of the Board and Administrator/CEO

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Dir. JESSE PAT M. SERNA
Dir. NESTOR C. CASELA

Presiding Officer

Member, Tobacco Traders/Export Sector

Member, Academic Community

Dir. NESTOR C. CASELA Dir. WILFREDO C. MARTINEZ Dir. TEOFILO R. QUINTAL

Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector

Dir. DANILO C. TRONGCO

Member, Tobacco Farmers Sector

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OTHERS PRESENT:

Atty. JUN FRED V. PARADO

Legal Officer V, Office of the Admin.

Ms. HAZEL ANNE M. INGUILLO

Private Secretary II

Mr. EMMANUEL N. VALERA

31 32 Administrative Assistant I

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HIGHLIGHTS OF THE MEETING

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I. CALL TO ORDER

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The Honorable Administrator/CEO Called the meeting to order at 9:30AM.

42 43 At the outset, she informed that as Vice-Chair, she will preside in the absence of the Senior Undersecretary of Agriculture and Acting Chairman of the NTA Governing Board.

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

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II. OPENING PRAYER

50 51 Atty. Parado, Acting Board Secretary V, led the Opening Prayer.

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III. DETERMINATION OF QUORUM

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

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ATTY. PARADO:

Thank you very much, madam Chair. For the 113th Special Board Meeting of the NTA Governing Board, we have the NTA Administrator and CEO; also, we have our directors, Dir. Nestor Casela, Dir. Teofilo Quintal, Dir. Jessie Pat Serna, Dir. Danilo Trongco. We will be joined shortly by Dir.

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Vilfredo Martinez thru online platiorm. As such madam Chair, we have a quorum. Thank you very much. ,2, 3 ADMIN. SANCHEZ: There being a Quorum, we are now going to the reading 4 of the Agenda. Again, may I call on the acting Board 5 Secretary for the reading and presentation of the Agenda. 6 7 Thank you, madam Chair. So, for our first agenda, we have 8 ATTY. PARADO: the "Approval of the Agenda of the 113th Special Board 9 Meeting of the NTA Governing Board, held at NTA Board 10 Room, Ben-Lor Bldg., 3rd Floor, 1184 Quezon Avenue, 11 Quezon City". Can we have a motion? 12 13 My I respectfully request for the approval of the Agenda of 14 DIR. SERNA: the 113th Special Board Meeting. 15 16 I second the motion. DIR. QUINTAL: 17 18 ADMIN. SANCHEZ: The motion for the approval of today's Agenda having been 19 duly seconded, the same is APPROVED. 20 21 22 23 RESOLUTION NO. 033, S.2023 24 25 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 26 THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 113th SPECIAL BOARD MEETING OF THE NTA 27 28 GOVERNING BOARD, HELD ON 26 JANUARY 2023, AT THE 29 NTA BOARD ROOM, 3/F BEN-LOR BLDG.,1184 QUEZON 30 AVENUE, QUEZON. 31 32 **UNANIMOUSLY APPROVED"** 33 34 Thank you apo Directors. So, the Agenda for the 113th 35 ATTY, PARADO: Meeting is approved. Next. 36 Board approval/confirmation/consideration of the Board is Agenda 37 "A", which is the "Approval of the Minutes of the 158th 38 Regular Board Meeting of the NTA Governing Board, 39 held on January 12, 2023 at 9:30AM at the NTA Board 40 Room, Ben-Lor Bldg., 3rd Floor, 1184 Quezon Avenue, 41 Quezon City". Any motion? 42 43 I move for the approval of the Minutes of the 158th Regular 44 DIR. CASELA: Board Meeting of the NTA Governing Board, held on 45 January 12, 2023 at 9:30AM at the NTA Board Room, Ben-46 Lor Bldg., 3rd Floor, 1184 Quezon Avenue, Quezon City. 47 48 DIR. SERNA: I second the motion, subject to submission of amendments 49 within five (5) days from today. 50 51 ADMIN. SANCHEZ: As a practice, can anyone move for the approval of the 52 53 Minutes of the Previous Meeting, subject to submission of 54 amendments within five (5) days from today? 55 56 57 ATTY. PARADO: Madam Chair. I would like to manifest that the Motion has been made by. Dir. Casela and duly seconded by Dir. Serna. 58 59 60 ADMIN. SANCHEZ: The Motion for Approval of the Agenda "A" having been duly seconded, the same is approved, subject for submission of 61

amendments within five (5) days from today. Next item...

1 Thank you, madam Chair. For our next agenda, Agenda ,2, **ATTY. PARADO:** "B", we have the "Approval of the Report Update on the 3 Status of Filling-up of Vacant Plantilla Positions in the 4 National Tobacco Administration". I would like also to 5 manifest your honors, that this item was thoroughly 6 discussed by our Administrative Department Manager, 7 ma'am Zenaida T. Arrojo, in yesterday's Committee Meeting. 8 As such, may we request for a Motion. 9 10 Madam Chair. I move for the approval of the Report Update **DIR. TRONGCO:** 11 on the Status of Filling-up of Vacant Plantilla Positions in the 12 13 National Tobacco Administration. 14 **DIR. CASELA:** I second the motion. 15 16 17 ADMIN. SANCHEZ: The motion for approval of the Agenda "B" having been duly seconded, the same is approved. Next... 18 19 20 21 RESOLUTION NO. 034, S.2023 22 23 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD ADOPTS THE 24 REPORT UPDATE ON THE STATUS ON THE FILING-25 26 27 UP OF VACANT PLANTILLA POSITIONS. **UNANIMOUSLY APPROVED"** 28 29 Thank you madam Chair. Our next agenda, Agenda "C" is ATTY. PARADO: 30 the "Request for the Approval of the Supplemental Audit 31 Plan Budget for CY-2023". Again, I would like to manifest 32 that this topic has been discussed and reported by Mr. 33 Reynaldo B. Aquino, OIC-Internal Audit Department, in 34 yesterday's Meeting. As such, can we have a motion? 35 36 **DIR. CASELA:** Madam Chair. I move for the approval of the Supplemental 37 38 Audit Plan Budget for CY-2023. 39 I second the motion. 40 DIR. SERNA: 41 42 ADMIN. SANCHEZ: The Motion for Approval of Agenda "C" having been duly seconded, the same is approved. Next item... 43 44 45 RESOLUTION NO. 035, S.2023 46 47 "BE IT RESOLVED. AS IT IS HEREBY RESOLVED. 48 49 THAT THE NTA GOVERNING BOARD APPROVES THE 50 SUPPLEMENTAL AUDIT PLAN BUDGET FOR CY-2023. 51 52 UNANIMOUSLY APPROVED" 53 54 Thank you, madam Chair. Next, is Agenda "D", which is for 55 ATTY. PARADO: the "Approval of the Revised Implementing Guidelines 56 of the NTA Scholarship Program". The subject matter has 57 been discussed and reported by our OIC-DAOP, Dr. 58 Giovanni B. Palabay, in yesterday's meeting. May we 59 request a motion, to be seconded? 60

DIR. TRONGCO: adam Chair. I move for the approval of the Revised Implementing Guidelines of the NTA Scholarship Program. .2. 3 4 I second the motion. DIR. QUINTAL: 5 ADMIN. SANCHEZ: The Motion for Approval of Agenda "D" having been duly 6 seconded, the same is approved. Next... 7 8 9 RESOLUTION NO. 036, S.2023 10 11 "BE IT RESOLVED, AS IT IS HEREBY 12 RESOLVED, THAT THE NTA GOVERNING BOARD 13 *IMPLEMENTING* 14 **APPROVES** THE REVISED GUIDELINES OF THE NATIONAL TOBACCO 15 ADMINISTRATION SCHOLARSHIP PROGRAM. 16 17 UNANIMOUSLY APPROVED" 18 19 Thank you, madam Chair. Our last item would be on "Other 20 ATTY, PARADO: Matters". The Proposed Schedule for the 159th Regular 21 Board Meeting of the NTA Governing Board will be on 02 22 February 2023, Thursday, at 2:00PM (tentative). As such, 23 madam Chair, we have no other agenda. We are ready to 24 25 adjourn. 26 **ADJOURNMENT** 27 V. 28 29 ADMIN. SANCHEZ: There being no other matter to discuss, we are ready to 30 adjourn. Can we have a motion? 31 32 Madam Chair. I move for the adjournment of the meeting. 33 DIR. CASELA: 34 I second the motion. 35 DIR. QUINTAL: 36 ADMIN. SANCHEZ: Acting upon the Motion for Adjournment, today's meeting is 37 hereby adjourned. 38 SO ORDERED. 39 40 41 Thank you. 42 43 Note: THE MEETING WAS ADJOURNED AT EXACTLY 44 45 9:50AM. 46 47 48 49 PREPARED AND CERTIFIED CORRECT: 50 51 52 53 54 ATTY. JUN FRED V. PARADO 55 Acting Board Secretary 56 NTA Governing Board 57 58 59

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. TEOFIL O R. QUINTAL
Appointive Director, Jobacco 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 ATIONAL TOBACCO ADMINISTRATION

3rd & 4th Floor, Ben-Lor Building, 1184 Quezon Ave., Quezon City Tel 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 FIFTY-EIGHT (158TH) REGULAR BOARD MEETING OF THE NTA BOARD OF DIRECTORS, HELD AT THE BOARD ROOM, 3/F BEN-LOR BLDG., 1184 QUEZON AVENUE, QUEZON CITY 12 JANUARY 2023 (9:30 AM)

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PRESENT:

Adm. BELINDA S. SANCHEZ

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Dir. JESSE PAT M. SERNA Dir. NESTOR C. CASELA

Dir. WILFREDO C. MARTINEZ Dir. TEOFILO R. QUINTAL

Dir. DANILO C. TRONGCO

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OTHERS PRESENT:

DR. GIOVANNI B. PALABAY 28 29 Ms. DINAH E. PICHAY

Ms. FORTUNA C. BENOSA 30

Ms. MILAGROS C. TIU 31

Ms. ZENIADA T. ARROJO 32

Atty. ROHBERT A. AMBROS 33 Mr. REYNALDO R. AQUINO 34

Ms. MYRNA O. LOZANO 35

Atty. JUN FRED V. PARADO 36 37

Ms. HAZEL ANNE M. INGUILLO

Mr. EMMANUEL N. VALERA

Vice-Chair of the Board and

Administrator/CEO **Presiding Officer**

Member, Tobacco Traders/Export Sector

Member, Academic Community

Member, Tobacco Farmers Sector Member, Tobacco Farmers Sector

Member, Tobacco Farmers Sector

OIC/Deputy Admin. for Operations OIC/Deputy Admin., Support Services Manager, Corplanning Department

OIC- Finance Manager

Administrative Department Manager Regulation Department Manager

Internal Audit Department

Industrial Research Department Legal Officer V, Office of the Admin.

Private Secretary II

Administrative Assistant I

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HIGHLIGHTS OF THE MEETING

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CALL TO ORDER 1.

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The Honorable Administrator/CEO Called the meeting to order at 9:30AM

50 51 52 At the outset, she informed that as Vice-Chair, she will preside in the absence of the Senior Undersecretary of Agriculture and Acting Chairman of the NTA Governing Board.

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

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OPENING PRAYER II.

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

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III. DETERMINA JN OF QUORUM

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

ATTY. PARADO:

Thank you, madam Chair. For today's Board Meeting, we have here with us: Dir. Nestor Casela, Dir. Teofilo Quintal, Dir. Jessie Pat Serna, Dir. Danilo Trongco and the NTA Administrator, herself ma'am Belinda S. Sanchez. We are joined by Dir. Wilfredo Martinez thru online platform. As for our Resource Persons, we have here on the Board Room our OIC-DAOP, Dr. Vanni Palabay; and ma'am Zeny Arrojo, our Administrative Department Manager. We are joined also thru online platform by our OIC-DASS, ma'am Dinah Pichay; our Cor. Plan. Manager, ma'am Nini Benosa; our OIC-Internal Audit Department, sir Rey Aquino; OIC-Finance Department, ma'am Mila Tiu; Regulation Department Manager, Atty. Rohbert Ambros; and Industrial Research Department Manager, ma'am Myrna Lozano. As such, madam Chair, we have a Quorum. Thank you very much.

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ADMIN. SANCHEZ: There being a Quorum, we are now going to the reading of Agenda. May I call on the Acting Board Secretary for the reading of the Agenda.

ATTY. PARADO: Thank you very much madam Chair. For our Agenda for the Board Meeting:

 The Approval of the Agenda for the 158th Regular Board Meeting of the NTA Governing Board, held on 12 January 2023, at the NTA Board Room, 3/F Ben-Lor Bldg. 1184 Quezon Ave. Quezon City.

ADMIN. SANCHEZ: Can we have a Motion?

I move for the approval of the Agenda for the 158th Regular Board Meeting, held on 12 January 2023 at the NTA Board Room.

DIR. QUINTAL:

ATTY PARADO:

DIR. CASELA:

I second the Motion.

 ADMIN. SANCHEZ:The motion for the approval of today's Agenda having been duly seconded, the same is APPROVED.

RESOLUTION NO. 029, S.2023

 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 158TH REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, HELD ON 12 JANUARY 2023, AT THE NTA BOARD ROOM, 3/F BEN-LOR BLDG.,1184 QUEZON AVENUE, QUEZON.

UNANIMOUSLY APPROVED"

 Thanks, madam Chair. Our next agenda, Agenda "A", is for the Approval, Confirmation and Consideration of the Minutes of the 157th Regular Board Meeting of the NTA Governing Board, held on 21 December 2022, at 9:30am at the NTA Board Room, 3/F Ben-Lor Bldg. 1184 Quezon Avenue, Quezon City. Madam Chair...

ADMIN. SANCHEZ is our practice, can anyone move for the approval of the ٠ 1 2 Minutes of the Previous Meeting, subject to submission of 3 amendments, if any, within five (5) days from today. 4 5 Madam Chair. I move for the approval of the Minutes of the DIR. CASELA: 157th Regular Board Meeting of the NTA Governing Board, 6 held on 21 December 2022, at 9:30am at the NTA Board 7 Room, 3/F Ben-Lor Bldg. 1184 Quezon Avenue, Quezon 8 City, subject to amendments within five (5) days from today. 9 10 DIR. TRONGCO: I respectfully second the motion. 11 12 ADMIN. SANCHEZ: The motion for the approval of today's Agenda having been 13 duly seconded, the same is APPROVED. 14 15 16 RESOLUTION NO. 030, S.2023 17 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT 18 THE NTA GOVERNING BOARD APPROVES THE MINUTES OF 19 THE 157TH REGULAR BOARD MEETING OF THE NTA 20 GOVERNING BOARD, HELD ON 21 DECEMBER 2022, AT 21 9:30AM, AT THE NTA BOARD ROOM, 3/F BEN-LOR 22 23 24 BLDG.,1184 QUEZON AVENUE, QUEZON. 25 **UNANIMOUSLY APPROVED"** 26 27 Thanks, madam Chair. We now proceed to the next agenda, 28 ATTY. PARADO: Agenda "B", which is the Report Update on the Status of 29 Filling-up of Vacant Plantilla Positions. 30 31 I would like to manifest that this matter has been discussed 32 thoroughly by our Administrative Department Manager 33 yesterday. But still, on the subject matter, may I call on the 34 Resource Person, ma'am Zenaida T. 35 Administrative Department Manager, to present 36 summary of the Discussion and Recommendation. Go 37 ahead, ma'am Zen. 38 39 Thank you so much Atty. Good Morning to our Administrator 40 MS. ARROJO: and to the Members of the NTA Governing Board, good 41 morning to all. To Dr. Vanni and the other officials that are 42 joining us thru online. In relation to the Report on the Status 43 of Filling-up of Vacant Plantilla Positions, we would like to 44 inform the body that out of 71 confirmed appointments by the 45 Board, we have already received 29 appointments duly 46 approved by the Civil Service Commission. That's all for the 47 information of the NTA Governing Board. Thank you. 48 49 Thank you ma'am Zeny. Any comments from the members 50 **ATTY. PARADO:** of the Board? If none, can we have a motion? 51 52 Madam Chair. I move for the adoption of the Report Update 53 **DIR. TRONGCO:** on the Filling-up of Vacant Plantilla Position. 54 55 56 DIR. SERNA: I second the motion. 57 ADMIN. SANCHEZ: The Motion for the Approval of agenda "B" having been duly 58 seconded, the same is hereby APPROVED 59 60

1 RESOLUTION NO. 031, S.2023 23 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, 4 5 6 7 THAT THE NTA GOVERNING BOARD ADOPTS THE REPORT ON THE STATUS ON THE FILING-UP OF VACANT PLANTILLA POSITIONS. 8 UNANIMOUSLY APPROVED" 9 10 Next is Agenda "C", the Request for the Approval of the ATTY. PARADO: Enhanced Implementing Guidelines in the Conduct of 11 "Salamat Mabuhay" Program in Honor of Retiring National 12 Tobacco Administration Officials and Employees. 13 14 15 **DIR. TRONGCO:** Your honor, I move for the approval of the Enhanced Implementing Guidelines in the Conduct of "Salamat 16 Mabuhay" Program in Honor of Retiring National Tobacco 17 Administration Officials and Employees. 18 19 20 **DIR. CASELA:** I second the motion. 21 ADMIN. SANCHEZ: The motion for the approval of Agenda "C" having been duly 22 seconded, the same is hereby APPROVED. 23 24 25 **RESOLUTION NO. 032, S.2023** 26 "BE IT RESOLVED, AS IT IS HEREBY RESOLVED, 27 THAT THE NTA GOVERNING BOARD APPROVES THE 28 ENHANCED IMPLEMENTING GUIDELINES IN THE 29 CONDUCT OF "SALAMAT-MABUHAY" PROGRAM IN 30 TOBACCO 31 HONOR OF RETIRING **NATIONAL** ADMINISTRATION OFFICIALS AND EMPLOYEES. 32 33 34 UNANIMOUSLY APPROVED" 35 **ATTY. PARADO:** Thank you Madam Chair. Agenda "D" is for Request for a 36 Board Resolution Approving the NTA Performance 37 Scorecard 2023, per GCG Requirements. 38 39 40 I would like to manifest that this matter has been thoroughly discussed yesterday, during the Committee Meeting. For 41 further discussion; if none, can we have a Motion to be 42 43 seconded by any Member of the Board? 44 Madam Chair. I move for the approval of the Request for a 45 DIR. CASELA: Board Resolution Approving the NTA Performance 46 47 Scorecard 2023, per GCG Requirements. 48 49 DIR. QUINTAL: I second the motion. 50 ADMIN. SANCHEZ: The Motion for Approval of Agenda "D" has been duly 51 52 seconded. As such, the same is APPROVED. 53

UNANIMOUSLY APPROVED"

REQUIREMENTS.

RESOLUTION NO. 028, S.2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED,

THAT THE NTA GOVERNING BOARD APPROVES THE

NTA PERPORMANCE SCORECARD 2023, PER GCG

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ATTY. PARADO: . nank you. madam Chair. Next is agenda "E", the Request 1 for Discussion of the Implementing Guidelines on the 2 3 Tobacco Farmers Production Grant, CY 2023-2024. 4 5 This matter has been discussed yesterday during the Committee Meeting, and there was a Motion for Deferment, 6 7 which was duly approved by the Board. Any Manifestation or 8 Motion for the Deferment of this Agenda? 9 10 DIR. CASELA: I move for the deferment of the Request for the Discussion on the Implementing Guidelines on the Tobacco Farmers 11 Production Grant, CY 2023-2024. 12 13 14 DIR. QUINTAL: I second the motion. 15 ADMIN. SANCHEZ: The motion for Deferment of Agenda "E" has been duly 16 17 seconded. Hence, the same is APPROVED. 18 "AGENDA "E" DEFERRED" 19 20 **ATTY. PARADO:** Thank you, madam Chair. So, as for Other Matters, we have 21 22 two (2) matters for discussion. 23 24 No. 1, is the Letter from the Office of the President in answer or response to our Letter of Inquiry as to the DA 25 Memorandum, dated 05 August 2022, directing the re-26 assumption of Mr. Benedicto M. Savellano as Deputy 27 Administrator for Support Services of the National Tobacco 28 29 Administration. 30 And No. 2, is the Update on the Status of Transfer of NTA to 31 the new Office Building. 32 33 Since we have here ma'am Zeny, as Manager of the 34 35 Administrative Department, may we call on her to render a report. 36 37 Actually, 'yung construction ng partition is on-going and our 38 MS. ARROJO: 39 office staff from GSPD (General Services and Procurement Division) are now in the process of moving other files to the 40 Upper-Class Bldg. na po. That's all for now for the updates 41 42 po... 43 44 ATTY, PARADO: Thank you so much ma'am Zen. 45 46 As for the other subject matter, we would like to manifest to the Members of the Honorable Board that yesterday, 47 January 11, 2023, the Office of the Administrator received a 48 49 Letter from the Office of the President of the Philippines, Malacañang, Manila, signed by ANN LIZA G. LOGAN, 50 Deputy Executive Secretary for Legal Affairs. This is in 51 response to our Letter of Inquiry regarding the order for the 52 re-assumption of Mr. Savellano as Deputy Administrator of 53 the National Tobacco Administration. So, may I be allowed 54 to read the dispositive portion of the Letter... 55 56 "While the Office of the President shares 57 the view of the DA that the positions of NTA 58 59 Deputy Administrator are permanent career 60 positions filled on the basis of merit and fitness,

these positions are non-CES positions. Precisely, GCG reclassified the positions as permanent and CES-positions, and are thus subject to CES eligibility. As a government owned and controlled corporation, NTA is under the GCG. Also, inasmuch as the subject positions are now CES positions, the determination therefore of the required qualifications and eligibility, among others, comes under the purview of the Career Executive Service Board (CESB). Accordingly, as a response to the aforementioned Letters, the OP has endorsed the matter to the GCG and CESB for their appropriate action." That's all your honor. Thank you. For comments, or if none, may we proceed to the next Agenda. The proposed schedule for the 113th Special Meeting of the NTA Governing Board will be on January 26, 2023, Thursday, 2:00pm, which is tentative. Our next and Final Agenda madam Chair, is for Adjournment. **ADJOURNMENT** ADMIN. SANCHEZ: There being no other Matters to tackle or discuss, we are now ready to adjourn. Can we have a motion? Madam Chair. May I move for the adjournment of the DIR. CASELA: meeting. I second the motion. DIR. SERNA: ADMIN. SANCHEZ: The motion for Adjournment has been duly seconded. As such, the same is APPROVED. We are adjourned! Thank you. Note: The Meeting was adjourned at exactly 11:45AM. 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, Topacco 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