



10 March 2023

MS. BELINDA SARMIENTO-SANCHEZ, CPA
Acting Administrator
NATIONAL TOBACCO ADMINISTRATION (NTA)
11th Floor, The Upper Class Tower
Quezon Ave. cor. Sgt. Reyes St.
Diliman, Quezon City

**RE: TRANSMITTAL OF 2023 CHARTER STATEMENT AND
STRATEGY MAP AND PERFORMANCE SCORECARD**

Dear Acting Administrator Sarmiento-Sanchez,

We respectfully furnish you the SIGNED 2023 NTA Charter Statement and Strategy Map (**Annex A**) and Performance Scorecard (**Annex B**).

Your compliance with GCG M.C. No. 2012-07 and GCG M.C. No. 2023-01 will be highly appreciated.

Very truly yours,


Justice ALEX L. QUIROZ (ret.)
Chairperson

cc: **Employees Association of the National Tobacco Administration (EANTA)**

NATIONAL TOBACCO ADMINISTRATION

	Component				Baseline Data		Target		
	Objective/Measure	Formula	Wt.	Rating System	2020	2021	2022	2023	
SOCIO-ECONOMIC IMPACT	SO 1	Sustained Viable Tobacco Industry							
	SM 1	Yield per hectare (kg/ha)	Total Production / Total Area	10%	Actual over Target	No GCG-validated data	2,550	2,550	2,560
	Sub-total			10%					
STAKEHOLDERS	SO 2	Improved Quality of Life of Tobacco Farmers							
	SM 2	Percentage of Satisfied Customers							
		a. Tobacco Farmers	Number of respondents which gave <i>at least</i> a Satisfactory rating / Total number of respondents	2.5%	Actual over Target	No submission	90%	90%	90%
		b. Industry Stakeholders		2.5%	0% = If less than 80%			90%	90%
	Farmers' Net Income								
	SM 3	a. From Tobacco Farmers	Total annual net income / total area	6%	Actual over Target	No GCG-validated data	81,600	82,000	82,000
		b. From other crops and livelihood activities		5%					
SM 4	Number of farmer-cooperators/beneficiaries who availed production assistance	Absolute Number	7%	Actual over Target	N/A	N/A	N/A	4,400	
SM 5	Number of farmer-cooperators/beneficiaries trained in alternative livelihood	Absolute Number	7%	Actual over Target	N/A	N/A	N/A	450	

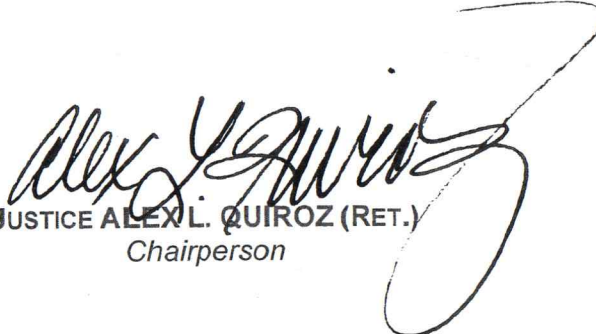
Component					Baseline Data		Target	
Objective/Measure	Formula	Wt.	Rating System	2020	2021	2022	2023	
SO 3 Assured Production of Quality Locally-Produced Tobacco as Desired by Various Markets								
SM 6	Percentage increase in high grades of tobacco (Grades AA to C/high to medium 2 in its Harmonized Grades Equivalent)	Current Year High Grade % less Previous Year High Grade %	6%	Actual over Target	No GCG-validated data	1.59% (80.92)	0.08% (81.00)	1% (81.81)
		Sub-total	36%					
SO 4 Strengthen Research and Development and Technology Transfer								
Research results/studies:								
SM 7	(a) Number of R&D projects completed	Absolute Number	8%	Actual over Target	No GCG-validated data	6%	4	4
	(b) Number of completed R&D projects published in national or regional technology publication journal or newsletters	Absolute Number	6%		N/A	N/A	N/A	2
SO 5 Effective Enforcement of Regulatory Measures								
Percentage of licensed companies fully compliant to rules and regulations:								
SM 8	(a) local trading	Total licensed entities with transactions minus number of violators over total licensed entities with transactions	5%	Actual over Target	No GCG-validated data	97%	97%	97%
	(b) export/import/transshipment		5%			95%	95%	95%
	(c) manufacturing		5%			100%	100%	100%
SM 9	Percentage of violations acted upon within (one) working day	No. of violations acted upon within one (1) working day / Total no. of violations	5%	Actual over Target		97%	100%	100%
		Sub-total	34%					

INTERNAL PROCESS

		Component			Baseline Data		Target		
	Objective/Measure	Formula	Wt.	Rating System	2020	2021	2022	2023	
	SO 6	Enhance Existing Quality Management System							
	SM 10	ISO 9001:2015 Certification	Milestone	5%	All or Nothing	Surveillance Audit Passed	Surveillance Audit Passed	ISO 9001:2015 Re-certification	1 st Surveillance Audit
LEARNING AND GROWTH	SO 7	Strengthen the Agency Organizational Structure							
	SO 8	Develop Competent and Highly Work-Motivated Employees in a Conducive Organizational Climate							
	SM 11	Percentage of employees meeting required competencies	Milestone	5%	All or Nothing	No GCG-validated data	45%	48%	49%
	Sub-total			10%					
FINANCIAL STEWARDSHIP	SO 9	Attain Financial Stability							
	SM 12	Budget Utilization rate:							
		a. Subsidy							
		a.1. Obligation Rate							
		Current	Total Obligated Subsidy over Total COB from Subsidy [both net of PS Cost]	2%	Actual over Target	N/A	N/A	100%	90%
		Carry-Over		2%		N/A	N/A	100%	90%
		a.2. Disbursement Rate							
		Current	Total Disbursement over Total Obligations [both net of PS Cost]	2%	Actual over Target	N/A	N/A	100%	90%
Carry-Over		2%		N/A		N/A	100%	90%	

Component					Baseline Data		Target	
Objective/Measure	Formula	Wt.	Rating System	2020	2021	2022	2023	
b. Disbursement of Internally generated funds (IGF)	Total Disbursement from IGF over Total COB from IGF [both net of PS Cost]	2%	Actual over Target	N/A	N/A	90%	90%	
Sub-total		10%						
TOTAL		100%						

For GCG:



JUSTICE ALEX L. QUIROZ (RET.)
Chairperson

For NTA:



MS. BELINDA SARMIENTO-SANCHEZ
Administrator and CEO