



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
**NATIONAL TOBACCO ADMINISTRATION**

Scout Reyes Street, corner Panay Avenue, Quezon City  
 Tel No. (02) 374-3987 Fax. No. (02) 374-2505

**MEMORANDUM CIRCULAR NO. 002, SERIES OF 2018**

**TO :** ALL EXPORTERS/IMPORTERS/TRANSSHIPPERS OF LEAF TOBACCO/TOBACCO PRODUCTS/ MANUFACTURERS/PROCESSORS AND TOBACCO BUYING STATIONS

**SUBJECT :** NTA'S INCREASE IN LICENSE, ACCREDITATION, PROCESSING, INSPECTION FEES, R & R FEES AND COMPETITIVE ENHANCEMENT FEE EFFECTIVE CALENDAR YEAR 2019

**DATE :** 28 NOVEMBER 2018

**WHEREAS**, the National Tobacco Administration (NTA), pursuant to Executive Order No. 245, has adopted and implemented the, 1) Amended Rules and Regulations Governing Exportation/Importation/Transshipment of Tobacco Leaf/Tobacco Product/Other Tobacco Related Materials; and, 2) Rules and Regulations Governing the Manufacture/Processing of Tobacco Products;

**WHEREAS**, Executive Order Nos. 159 dated 23 February 1994 and 197, dated 13 January 2000 authorizes all government agencies to revise their fees and charges every five (5) years to recover at least the full cost of services rendered;

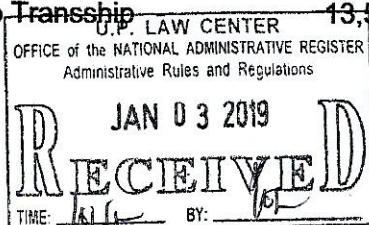
**WHEREAS**, the NTA revised the license and inspection fees under MC No. 002, Series 2014 dated October 23, 2014, increasing the License/Permit fee; MC No. 001, Series 2014, revising inspection fees; MC No. 003, Series 2010, providing the monitoring/supervision fees for the Transshipments of Leaf Tobacco within Freeports and Philippine Economic Zone Authority Registered Economic and Processing Zones; and MC No. 005, Series 2013, increasing the additional Research and Regulation (R & R) fee for tobacco acceptances and/or deliveries to local cigar/cigarette manufacturers. Hence, pursuant to E.O. Nos. 159 and 197, the NTA is mandated to revise its fees effective CY 2019;

**NOW, THEREFORE**, for and in consideration of the foregoing premises and by virtue of powers vested upon the National Tobacco Administration, the license fee, accreditation fee, processing fee and inspection fees shall be increased starting July 1, 2019, as follows;

**Section 1.** The license fees as provided in Article IV Section 8 of Amended Rules and Regulations Governing the Exportation and Importation of Leaf Tobacco and Tobacco Products are amended as follows:

**License Fees:**

<u>PARTICULAR</u>	<u>FROM</u>	<u>TO</u>
a. Authority to Import	PhP 13,500.00	PhP 16,200.00
b. Authority to Export	13,500.00	16,200.00
c. Authority to Transship	13,500.00	16,200.00



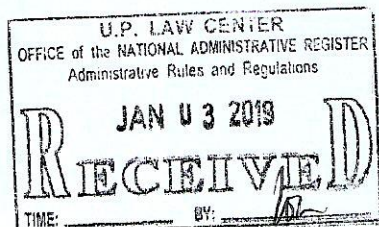
**Section 2.** The processing fee as provided in Article V Section 11, are hereby amended as follows:

<u>PARTICULAR</u>	<u>FROM</u>	<u>TO</u>
1. Export Commodity Clearance (ECC)		
a. ECC With Certificate of Authenticity - PhP	3,000.00	PhP 3,600.00
b. ECC Without Certificate of Authenticity -	2,000.00	2,400.00
2. Import Commodity Clearance (ICC)-	2,000.00	2,400.00
3. Transshipment of Tobacco Leaf - Within economic zones	3,500.00	4,200.00
4. Transshipment of Tobacco Product		
a. In-Bound -	1,000.00	1,200.00
b. Out-Bound -	1,000.00	1,200.00
c. Port to Port -	1,000.00	1,200.00
d. Vessel to Vessel -	2,000.00	2,400.00

**Section 3.** To cover the cost of fuel/oil and overhead expenses in the inspection of tobacco commodities and other tobacco related materials for export/import/transshipment, the following revised inspection fees shall be assessed, as follows:

<u>DESTINATION/INSPECTION SITE</u>	<u>INSPECTION FEES</u>	
<u>A. PARTICULAR</u>	<u>FROM</u>	<u>TO</u>
1. Subic Bay Freeport Zone - PhP	4,050.00	PhP 5,750.00
2. Clark Field Economic Zone-	3,300.00	4,750.00
3. Bacolor, Pampanga -	3,150.00	4,600.00
4. Cavite Economic Zone		
a. Dasmarinas, Cavite-	2,020.00	2,850.00
b. Rosario, Cavite -	2,100.00	2,800.00
5. Laguna -	2,350.00	3,400.00
6. Parañaque/Pasay/Las Piñas-	950.00	1,300.00
7. Manila -	950.00	1,300.00
8. Quezon City -	950.00	1,300.00
9. Rizal/Pasig/Marikina-	1,200.00	1,700.00
10. Camanava Area -	1,400.00	2,000.00
11. Manila Airport -	1,300.00	2,700.00
12. Antipolo* -	-	1,300.00
13. San Miguel, Bulacan*-	-	3,200.00

\*/- Newly identified inspection warehouses/sites





B. Special Charge for rescheduling of inspection/special inspection	250.00	300.00
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For inspection to be conducted outside Metro Manila and nearby provinces, if using air/sea transportation, expenses for air/sea fare, terminal fee and travelling allowances shall be shouldered by the company concerned.

**Section 4.** The accreditation fee as provided in Regulation III, Rule 3 of Rules and Regulations Governing the Manufacture/Processing of Tobacco Products, are hereby amended as follows:

**ACCREDITATION FEES:**

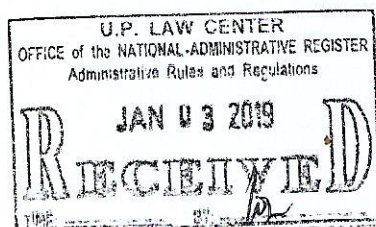
<u>PARTICULAR</u>		<u>FROM</u>		<u>TO</u>
a. Less than 1 billion	-	PhP 20,000.00	PhP	24,000.00
b. 1 Billion to less than 10 Billion	-	25,000.00		30,500.00
c. 10 Billion to less than 30 Billion	-	30,000.00		36,000.00
d. 30 Billion to less than 50 Billion	-	40,000.00		48,000.00
e. 50 Billion and above	-	50,000.00		60,000.00

**Section 5.** The Research and Regulation Fee (R & R) as provided in 2018 Rules and Regulations Governing the Trading and Redrying of Locally Grown Leaf Tobacco are hereby amended as follows:

<u>PARTICULAR</u>		<u>FROM</u>		<u>TO</u>
a. R & R Fees				
Buying Station	PhP	0.50/net kg	PhP	0.60/net kg
Cigar/Cigarette Manufacturers		0.95/net kg		1.20/net kg
b. Competitive Enhancement Fee				
Green/Fresh Weight		0.60/net kg		0.75/net kg
Pack Weight		1.00/net kg		1.20/net kg
Dry Weight		1.60/net kg		2.00/net kg

**Section 6.** The Monitoring, Regulation, Supervision and/or evaluation of the commodity as provided in Article V Section 12 of Amended Rules and Regulations Governing the Exportation and Importation of Leaf Tobacco and Tobacco Products are hereby amended as follows:

<u>PARTICULAR</u>	<u>FROM</u>	<u>TO</u>
<b>A. Manufactured Tobacco (For Manufacturers Not Buying Locally Grown Leaf Tobacco)</b>		
<u>Export</u>		
a. Cigarette	PhP10.00/case	PhP 12.00/case
b. Cigar	0.10/pc	0.12/pc
c. Snuff/Cheroot/Chewing and the likes	0.10/pc	0.12/pc



Import

a. Cigarette	PhP25.00/case	PhP 30.00/case
b. Cigar	0.20/pc	0.24/pc
c. Snuff/Cheroot/Chewing and the likes	0.20/pc	0.24/pc

Transshipment

a. Cigarette	5.00/case	6.00/case
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**B. Unmanufactured Tobacco (For Manufacturers/Traders Not Buying Locally Grown Leaf Tobacco)**

Export

a. Raw Leaf	0.10/net kg	0.12/net kg
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Import

a. Raw Leaf Leaf	1.00/net kg	1.02/net kg
b. Partially Processed (Non Legitimate Local Manufacturer	3.00/net kg	3.60/net kg
c. Unmanufactured & wholly and/ Or partially processed leaf tob. Legitimate Local Tob. Prods Mftr/ Processors who are not buying Locally	0.25/net kg	0.30/net kg
d. PEZA-registered locators (semi- processed) excluding local mftr.	0.50/net kg	0.60/net kg

**C. E-Cigarettes**

a. Atomizer	Import	3.00/net kg	3.60/net kg
	Export	0.10/net kg	0.12/net kg
b. E-Juice	Import	0.20/bottle	0.24/bottle
	Export	0.10/bottle	0.12/bottle

**Section 7. Miscellaneous Provision.** All issuance circulars, orders or agreements inconsistent herewith are hereby repealed or amended accordingly.

**Section 8.** This Memorandum Circular shall take effect on 01 July 2019. The foregoing shall be published in a newspaper of general circulation and shall be filed with the Office of the National Administrative Registrar (ONAR), U.P. Law Center. For the guidance and compliance of all concerned.

**APPROVED UNDER BOARD RESOLUTION NO. 967-2018 DATED 28 NOVEMBER 2018.**

**BY AUTHORITY OF THE NTA GOVERNING BOARD OF DIRECTORS.**

**ROBERT M. SEARES, M.D.**  
Administrator and Vice-Chairman

