

**GOVERNMENT CORPORATION INFORMATION SHEET (GCIS)**

FOR THE YEAR **2023**

**GENERAL INSTRUCTIONS:**

1. FOR GOVERNMENT CORPORATION: THIS GCIS SHOULD BE SUBMITTED WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF RELEASE OF MEMORANDUM CIRCULAR NO. 3 AND SUBSEQUENTLY THEREAFTER, 30 DAYS FROM THE DATE OF THE STOCKHOLDERS' MEETING. **DO NOT LEAVE ANY ITEM BLANK.** WRITE "N.A." IF THE INFORMATION REQUIRED IS NOT APPLICABLE TO THE GOVERNMENT CORPORATION OR "NONE" IF THE INFORMATION IS NON-EXISTENT
2. IF NO MEETING IS HELD, THE CORPORATION SHALL SUBMIT THE GCIS TOGETHER WITH AN AFFIDAVIT OF NON-HOLDING OF MEETING WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THE SCHEDULED ANNUAL MEETING (AS PROVIDED IN THE BY-LAWS). HOWEVER, SHOULD AN ANNUAL STOCKHOLDERS' MEETING BE HELD THEREAFTER, A NEW GCIS SHALL BE SUBMITTED/FILED.
3. THIS GCIS SHALL BE ACCOMPLISHED IN ENGLISH AND CERTIFIED AND SWORN TO BY THE CORPORATE SECRETARY OF THE GOVERNMENT CORPORATION.
4. THE GCG SHOULD BE TIMELY APPRISED OF RELEVANT CHANGES IN THE SUBMITTED INFORMATION AS THEY ARISE. FOR CHANGES RESULTING FROM ACTIONS THAT AROSE BETWEEN THE ANNUAL MEETINGS, THE GOVERNMENT CORPORATION SHALL SUBMIT ONLY THE AFFECTED PAGE OF THE GCIS THAT RELATES TO THE NEW INFORMATION TOGETHER WITH A COVER LETTER SIGNED BY THE CORPORATE SECRETARY OF THE GOVERNMENT CORPORATION. THE PAGE OF THE GCIS AND COVER LETTER SHALL BE SUBMITTED WITHIN SEVEN (7) DAYS AFTER SUCH CHANGE OCCURRED OR BECAME EFFECTIVE
5. SUBMIT A SOFT COPY IN EXCEL FORMAT SAVED IN A NON-REWRITABLE CD THE GCIS TO THE GCG SECRETARIAT, ROOM 479 MABINI HALL, MALACANANG COMPOUND.
6. **ONLY THE GCIS ACCOMPLISHED IN ACCORDANCE WITH THESE INSTRUCTIONS SHALL BE CONSIDERED AS HAVING BEEN FILED.**
7. THIS GCIS MAY BE USED AS EVIDENCE AGAINST THE GOVERNMENT CORPORATION AND ITS RESPONSIBLE DIRECTORS/OFFICERS FOR ANY VIOLATION OF EXISTING LAWS, RULES AND REGULATIONS

===== PLEASE PRINT LEGIBLY =====

<b>GOVERNMENT CORPORATION NAME:</b> NATIONAL TOBACCO ADMINISTRATION	<b>DATE CREATED:</b> 24 July 1987
<b>SECONDARY NAME, IF ANY:</b> NONE	<b>FISCAL YEAR END:</b> 31 December 2023
<b>CHARTER, IF ANY:</b> EXECUTIVE ORDER NO. 246	
<b>DATE OF ANNUAL MEETING PER BY-LAWS:</b> N.A.	<b>CORPORATE TAX IDENTIFICATION NUMBER (TIN):</b> 001-028-252-000
<b>ACTUAL DATE OF ANNUAL MEETING:</b> N.A.	<b>URL ADDRESS:</b> <a href="http://www.nta.da.gov.ph">www.nta.da.gov.ph</a>
<b>COMPLETE PRINCIPAL OFFICE ADDRESS:</b>	<b>E-MAIL ADDRESS:</b> mis@nta.da.gov.ph
<b>COMPLETE BUSINESS ADDRESS:</b> 11/F UPPER CLASS TOWER, QUEZON AVENUE COR. SCOUT REYES ST., QUEZON CITY	<b>FAX NUMBER:</b> NONE
<b>NAME OF EXTERNAL AUDITOR &amp; ITS SIGNING PARTNER:</b> N.A.	<b>ATTACHED AGENCY (if applicable):</b> N.A.
<b>TELEPHONE NUMBER(S):</b> NONE	<b>GEOGRAPHICAL CODE:</b> 1103
<b>PRIMARY PURPOSE/ACTIVITY/INDUSTRY PRESENTLY ENGAGED IN:</b> TOBACCO REGULATION	

===== INTERCOMPANY AFFILIATIONS =====

PARENT COMPANY	ADDRESS
SUBSIDIARY/AFFILIATE	ADDRESS

NOTE: USE ADDITIONAL SHEET IF NECESSARY

**GOVERNMENT CORPORATION INFORMATION SHEET**

===== PLEASE PRINT LEGIBLY =====

GOVERNMENT CORPORATION NAME: NATIONAL TOBACCO ADMINISTRATION							
<b>CAPITAL STRUCTURE</b>							
<b>AUTHORIZED CAPITAL STOCK, if applicable</b>							
		TYPE OF SHARES	NUMBER OF SHARES	PAR/STATED VALUE	AMOUNT (Php) (No. of shares X Par/Stated Value)		
N.A.							
<b>TOTAL</b>							
<b>SUBSCRIBED CAPITAL, if applicable</b>							
FILIPINO	NO. OF STOCK-HOLDERS	TYPE OF SHARES	NUMBER OF SHARES	NUMBER OF SHARES IN THE HANDS OF THE PUBLIC	PAR/STATED VALUE	AMOUNT (Php)	% OF OWNERSHIP
N.A.							
<b>TOTAL</b>				<b>TOTAL</b>	<b>TOTAL P</b>		
<b>PAID-UP CAPITAL, if applicable</b>							
FILIPINO	NO. OF STOCK-HOLDERS	TYPE OF SHARES	NUMBER OF SHARES	PAR/STATED VALUE	AMOUNT (Php)	% OF OWNERSHIP	
N.A.							
<b>TOTAL</b>							
NOTE: USE ADDITIONAL SHEET IF NECESSARY							

**GOVERNMENT CORPORATION INFORMATION SHEET**

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**GOVERNMENT CORPORATION NAME: NATIONAL TOBACCO ADMINISTRATION (FY 2023)**

**DIRECTORS / OFFICERS**

NAME, NATIONALITY AND CURRENT RESIDENTIAL ADDRESS	PRESIDENTIAL APPOINTEE	BOARD	STOCKHOLDER	EX-OFFICIO	EXEC. COMM.	TAX IDENTIFICATION NO.	COMPENSATION PACKAGE/YR	DESIGNATION TO OTHER BOARDS/AFFILIATES/ SUBSIDIARIES
1. PRES. FERDINAND R. MARCOS, JR.	ELECTED	C	N	ELECTED	N.A.	N.A.	N.A.	N.A.
2. DEOGRACIAS VICTOR B. SAVELLANO	Y	ALT C	N	Y	N.A.	N.A.	N.A.	N.A.
3. BELINDA S. SANCHEZ	Y	M	N	N	N.A.	211-801-752-000	384,000.00	N.A.
4. LUZVIMINDA U. PADAYAO	Y	M	N	N	N.A.	119-789-465-000	384,000.00	N.A.
5. JESSIE PAT M. SERNA	Y	M	N	N	N.A.	919-418-436-000	384,000.00	N.A.
6. WILFREDO C. MARTINEZ	Y	M	N	N	N.A.	N.A.	384,000.00	N.A.
7. DANILO C. TRONGCO	Y	M	N	N	N.A.	103-981-167-000	384,000.00	N.A.
8. NESTOR C. CASELA	Y	M	N	N	N.A.	127-974-475-000	384,000.00	N.A.

**INSTRUCTIONS:**

FOR BOARD COLUMN, PUT "C" FOR CHAIRMAN, "M" FOR MEMBER, "I" FOR INDEPENDENT DIRECTOR.

FOR PRESIDENTIAL APPOINTEE COLUMN, PUT "Y" IF A PRESIDENTIAL APPOINTEE "N" IF NOT.

FOR STOCKHOLDER COLUMN, PUT "Y" IF A STOCKHOLDER, "N" IF NOT.

FOR OFFICER COLUMN, INDICATE PARTICULAR POSITION IF AN OFFICER, FROM VP UP INCLUDING THE POSITION OF THE TREASURER.

SECRETARY, COMPLIANCE OFFICER AND/OR ASSOCIATED PERSON.

FOR EXECUTIVE COMMITTEE, INDICATE "C" IF MEMBER OF THE COMPENSATION COMMITTEE, "A" FOR AUDIT COMMITTEE, "N" FOR NOMINATION AND ELECTION COMMITTEE. ADDITIONALLY WRITE "C" AFTER SLASH IF CHAIRMAN AND "M" IF MEMBER.

**GOVERNMENT CORPORATION INFORMATION SHEET  
FOR THE YEAR 2023  
GOVERNMENT CORPORATION NAME : NATIONAL TOBACCO ADMINISTRATION**

<b>BOARD COMMITTEES</b>	<b>FUNCTION</b>	<b>COMPOSITION</b>
Committee on Board Audit and Finance	To serve as a study group to recommend to the Board the adoption/enhancement of policies related to effective management and operational systems and procedures.	Chairman: President Ferdinand R. Marcos, Jr. Members: Usec. Domingo Panganiban Admin./CEO Belinda S. Sanchez Dir. Wilfredo C. Martinez
Committee on Good Governance	To serve as a study group to recommend to the Board the adoption/enhancement of policies related to improving organizational productivity and performance.	Chairman: President Ferdinand R. Marcos, Jr. Members: Usec. Domingo Panganiban Admin./CEO Belinda S. Sanchez Dir. Wilfredo C. Martinez
Committee on Trading Operations and Regulations	To which will be referred all matters relating to the regulatory functions of the Agency pertaining to the trading trading and financing operations of the NTA.	Chairman: Dir. Jessie Pat M. Serna Members : Dir. Wilfredo C. Martinez Dir. Luviminda U. Padayao
Committee on Research and Extension	To which will be referred matters affecting all research and extension projects of the NTA.	Chairman: Dir. Luviminda U. Padayao Members: Dir. Nestor C. Casela Admin./CEO Belinda S. Sanchez Dir. Wilfredo C. Martinez
Committee on Board Audit and Finance	To which will be referred budgetary matters, appropriations, ways and means of raising funds, and similar issues.	Chairman: Dir. Nestor C. Casela Members: Dir. Luzviminda U. Padayao Dir. Wilfredo C. Casela
Committee on Nomination, Remuneration, and Personnel Administration	To which will deal on personnel management including appointments and promotions, administrative cases involving NTA personnel, and discipline of NTA personnel.	Chairman : Admin./CEO Belinda S. Sanchez Members : Dir. Nestor C. Casela Dir. Jesiie Pat M. Serna Dir. Danilo C. Trongco
Committee on Legal Matters and Properties	To which will study contracts and questions involving interpretation of law, investigations other than those in which NTA personnel are implicated and matters similar in nature, as well as, all matters pertaining to NTA properties including dispositions, repairs and improvements to be undertaken.	Chairman: Dir. Wilfredo C. Martinez Members: Dir. Luzviminda U. Padayao Dir. Nestor C. Casela Dir. Danilo C. Trongco
Committee on Corporate Social Responsibility, Public Relations, Public Safety and Security	To which will deal and in-charge with matters of public concerns affecting the Agency, publicize in any mass media all Agency matters of public interest and propose/study and recommend programs and projects for the benefit of the public especially the tobacco farmers and their dependents.	Chairman: Dir. Jessie Pat M. Serna Members: Dir. Danilo C. Trongco Dir. Wilfredo C. Martinez
Committee on Risk Management	To which shall be responsible for the ff: (1) Performing oversight risk management functions specially in the areas of managing credit, market liquidity, operational, legal, reputational and other risks of the NTA and crisis management which shall include receiving from NTA Management periodic information on risk exposure and risk management activities (2) Developing the Risk Management Policy of the NTA, ensuring compliance with the same and ensure that the risk management process and compliance are embedded throughout the operations of the NTA especially at the Governing Board and Management level; and (3) Providing quarterly reporting and updating the Governing Board on key risk management issues as well as ad hoc reporting and evaluation on investment proposals.	Chairman: Dir. Danilo C. Trongco Members: Admin./CEO Belinda S. Sanchez Dir. Jessie Pat M. Serna

# GOVERNMENT CORPORATION INFORMATION SHEET

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GOVERNMENT CORPORATION NAME: NATIONAL TOBACCO ADMINISTRATION		
LIST OF AFFILIATES/SUBSIDIARIES	DESCRIPTION	NATURE/ EXTENT OF INVESTMENT
N.A.	N.A.	N.A.

NOTE: USE ADDITIONAL SHEET IF NECESSARY



**GOVERNMENT CORPORATION INFORMATION SHEET**

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GOVERNMENT CORPORATION NAME: NATIONAL TOBACCO ADMINISTRATION			
<b>1. INVESTMENT OF CORPORATE FUNDS IN ANOTHER CORPORATION</b>		<b>AMOUNT (PhP)</b>	<b>DATE OF BOARD RESOLUTION</b>
1.1 STOCKS		N/A	N/A
1.2 BONDS/COMMERCIAL PAPER (Issued by Private Corporations, <i>IF APPLICABLE</i> )		N/A	
1.3 LOANS/ CREDITS/ ADVANCES		N/A	
1.4 GOVERNMENT TREASURY BILLS		N/A	
1.5 OTHERS		N/A	
<b>2. INVESTMENT OF CORPORATE FUNDS IN ACTIVITIES UNDER ITS SECONDARY PURPOSES (PLEASE SPECIFY:)</b>		<b>DATE OF BOARD RESOLUTION</b>	<b>DATE OF STOCKHOLDERS RATIFICATION</b>
N/A			
<b>3. TREASURY SHARES</b>		<b>NO. OF SHARES</b>	<b>% AS TO THE TOTAL NO. OF SHARES ISSUED</b>
N/A			
<b>4. UNRESTRICTED/UNAPPROPRIATED RETAINED EARNINGS AS OF END OF LAST FISCAL YEAR (2021): 0</b>			
<b>5. DIVIDENDS DECLARED DURING THE IMMEDIATELY PRECEDING YEAR:</b>			
<b>TYPE OF DIVIDEND</b>		<b>AMOUNT (PhP)</b>	<b>DATE DECLARED</b>
5.1 CASH		N/A	N/A
5.2 STOCK		N/A	N/A
5.3 PROPERTY		N/A	N/A
<b>TOTAL</b>		<b>0</b>	
<b>6. ADDITIONAL SHARES ISSUED DURING THE PERIOD:</b>			
<b>DATE</b>	<b>NO. OF SHARES</b>	<b>AMOUNT</b>	
N/A	N/A	N/A	
<b>SECONDARY LICENSE/REGISTRATION WITH SEC AND/OR OTHER GOV'T AGENCY:</b>			
<b>NAME OF AGENCY:</b>	<b>SEC</b>	<b>B S P</b>	<b>I C</b>
<b>TYPE OF LICENSE/REGN.</b>	N/A	N/A	N/A
<b>DATE ISSUED:</b>	N/A	N/A	N/A
<b>DATE STARTED OPERATIONS:</b>	N/A	N/A	N/A
<b>TOTAL ANNUAL COMPENSATION OF DIRECTORS DURING THE PRECEDING FISCAL YEAR (in PhP)</b> P2,112,000.00	<b>TOTAL NO. OF OFFICERS (INCLUDING MANAGERS)</b>  19	<b>TOTAL NO. OF RANK &amp; FILE EMPLOYEES</b>  262	<b>TOTAL MANPOWER COMPLEMENT (as of 12/31/2023)</b>  281
NOTE: USE ADDITIONAL SHEET IF NECESSARY			

**GOVERNMENT CORPORATION INFORMATION SHEET**

GOVERNMENT CORPORATION NAME: NATIONAL TOBACCO ADMINISTRATION						
SCHEDULE OF CAPITAL EXPENDITURE						
PARTICULARS	SECTOR	FOREIGN COMPONENT		NO SUPPORT SUBSIDY		Bank loans
		Loan	Grant	Project	Tax	
Loans/Grants - None		Not Applicable	Not Applicable			
	Other Source	Total Local	Total Cost	Status		
Production Assistance	Corporate Funds	100,000,000.00	100,000,000.00	Completed		



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GOVERNMENT CORPORATION NAME: NATIONAL TOBACCO ADMINISTRATION

**INCOME STATEMENT**

For the year : 2023

	Amount
<b>INCOME</b>	
Business and Service Income	146,082,390.00
Losses	(605,292)
Others	1,591,588.00
<b>Total Income</b>	<b>147,068,686.00</b>
Less: Share of National Government	
Income After Share of National Government	
<b>EXPENSES</b>	
Business Expenses	
Personal Services	237,555,381.00
Maintenance and Other Operating Expenses	364,475,507.00
Financial Expenses	3,282,533.00
Others	128,933,154.00
<b>Total Expenses</b>	<b>734,246,575.00</b>
Net Income (Loss) Before Subsidy	(587,177,889)
Subsidy Income	550,504,000.00
Income (Loss) Before Tax	(36,673,889)
Income Tax Expense	-
<b>Net Income/(Loss) After Tax</b>	<b>(36,673,889)</b>

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GOVERNMENT CORPORATION NAME: NATIONAL TOBACCO ADMINISTRATION

**CASH FLOW STATEMENT**

For the year : 2023

<b>CASH FLOW FROM OPERATING ACTIVITIES</b>	<b>Amount</b>
Cash Inflows	1,737,359,411.00
Cash Outflows	1,607,040,403.00
Net Cash Provided By (Used in) Operating Activities	130,319,008.00
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Cash Inflows	2,300.00
Cash Outflows	8,645,304.00
Net Cash Provided By (Used In) Investing Activities	(8,643,004)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>	
Cash Inflows	-
Cash Outflows	-
Net Cash Provided By (Used In) Financing Activities	-
Net Increase (Decrease) in Cash and Cash Equivalents	121,676,004.00
Effects of Exchange Rate Changes on Cash and Cash Equivalents	-
Cash and Cash Equivalents, Beginning of Period	409,699,141.00
Cash and Cash Equivalents, End of Period	531,375,145.00

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GOVERNMENT CORPORATION NAME: NATIONAL TOBACCO ADMINISTRATION

For the year: **2023**

**CASH AND INVESTMENT BALANCE REPORT**

	AMOUNT	TERM (No. of Days)	RATE (Per Annum)	DATE	
I. Cash on Hand	245,446.00				
II. Cash in Banks	531,129,699.00				
III. Net Deposits with BTr					
IV. Special Series (Treasury Bills) with Bangko Sentral (Identify those under trust agreements)	None				
V. Special Series Placements with BTr (Identify those under trust agreements)	None				
VI. Investments in Other Securities					
VII. Others	53,678,451.00				

# GOVERNMENT CORPORATION INFORMATION SHEET

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GOVERNMENT CORPORATION NAME: NATIONAL TOBACCO ADMINISTRATION  
BALANCE SHEET (For the year: 2023)

ASSETS		Amount
<b>Current Assets</b>		
Cash and cash equivalents		531,375,145.00
Receivables - net		787,192,216.00
Intra-agency receivables		-
Inventories		37,859,062.00
Other current assets		108,660,093.00
<b>Total Current Assets</b>		<b>1,465,086,516.00</b>
<b>Non-Current Assets</b>		
Investments - net		1,122,433
Investment property - net		52,556,018
Property, plant and equipment - net		397,957,250
Intangible assets - net		1,050,955
Other non-current assets - net		1,083,712
<b>Total Non-Current Assets</b>		<b>453,770,368</b>
<b>TOTAL ASSETS</b>		<b>1,918,856,884.00</b>
<b>LIABILITIES AND EQUITY</b>		
<b>LIABILITIES</b>	<b>Current Liabilities</b>	
Financial liabilities		293,119,431.00
Inter-agency payables		6,364,959.00
Other current liabilities		40,444,433.00
<b>Total Current Liabilities</b>		<b>339,928,823.00</b>
<b>Non-Current Liabilities</b>		
Financial liabilities		78,729,152.00
Provisions		139,856,705.00
<b>Non-Current Liabilities</b>		<b>218,585,857</b>
<b>TOTAL LIABILITIES</b>		<b>558,514,680</b>
<b>EQUITY</b>		
Government Equity		411,647,662.00
Capital Stock		
Restricted Capital		
Retained Earnings		948,694,542
Others		
<b>TOTAL EQUITY</b>		<b>1,360,342,204</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>1,918,856,884.00</b>



# GOVERNMENT CORPORATION INFORMATION SHEET

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## NATIONAL TOBACCO ADMINISTRATION

### CHART OF ACCOUNTS

For the year : 2023

ACCONT TITLE	ACCOUNT CODE
Cash-Collecting Officers	10101010-00
Other Investments	10203990-00
Investments in Government-Owned or Controlled Corporations	10204010-00
Accounts Receivable	10301010-00
Allowance for Impairment-Accounts Receivable	10301012-00
Notes Receivable	10301020-00
Allowance for Impairment-Notes Receivable	10301022-00
Interests Receivable	10301050-00
Allowance for Impairment-Interests Receivable	10301052-00
Loans Receivable-Others	10301990-00
Allowance for Impairment-Loans Receivable-Others	10301992-00
Due from National Government Agencies	10303010-00
Allowance for Impairment-Due from National Government Agencies	10303012-00
Due from Government-Owned or Controlled Corporations	10303020-00
Allowance for Impairment-Due from Government-Owned or Controlled Corporations	10303022-00
Due from Regional Offices	10304030-00
Receivables-Disallowances/Charges	10399010-00
Due from Officers and Employees	10399020-00
Allowance for Impairment-Due from Officers and Employees	10399022-00
Other Receivables	10399990-00
Allowance for Impairment-Other Receivables	10399992-00
Medical, Dental and Laboratory Supplies for Distribution	10402040-00
Raw Materials Inventory	10403010-00
Finished Goods Inventory	10403030-00
Office Supplies Inventory	10404010-00
Accountable Forms, Plates and Stickers Inventory	10404020-00
Non-Accountable Forms Inventory	10404030-00
Medical, Dental and Laboratory Supplies Inventory	10404070-00
Agricultural and Marine Supplies Inventory	10404090-00
Other Supplies and Materials Inventory	10404990-00
Semi-Expendable Office Equipment	10405020-00
Semi-Expendable Information and Communications Technology Equipment	10405030-00
Semi-Expendable Communications Equipment	10405070-00
Semi-Expendable Printing Equipment	10405110-00
Semi-Expendable Technical and Scientific Equipment	10405130-00
Semi-Expendable Other Equipment	10405990-00
Semi-Expendable Furniture and Fixtures	10406010-00
Investment Property, Land	10501010-00
Investment Property, Buildings	10501020-00
Accumulated Depreciation-Investment Property, Buildings	10501021-00
Land	10601010-00
Other Land Improvements	10602990-00
Accumulated Depreciation-Other Land Improvements	10602991-00
Water Supply Systems	10603040-00
Accumulated Depreciation-Water Supply Systems	10603041-00
Power Supply Systems	10603050-00
Accumulated Depreciation-Power Supply Systems	10603051-00
Buildings	10604010-00
Accumulated Depreciation-Buildings	10604011-00
Other Structures	10604990-00
Accumulated Depreciation-Other Structures	10604991-00
Machinery	10605010-00
Accumulated Depreciation-Machinery	10605011-00
Office Equipment	10605020-00
Accumulated Depreciation-Office Equipment	10605021-00
Information and Communications Technology Equipment	10605030-00
Accumulated Depreciation-Information and Communications Technology Equipment	10605031-00
Agricultural and Forestry Equipment	10605040-00
Accumulated Depreciation-Agricultural and Forestry Equipment	10605041-00
Communications Equipment	10605070-00
Accumulated Depreciation-Communications Equipment	10605071-00
Printing Equipment	10605120-00
Accumulated Depreciation-Printing Equipment	10605121-00
Sports Equipment	10605130-00
Accumulated Depreciation-Sports Equipment	10605131-00

Technical and Scientific Equipment	10605140-00
Accumulated Depreciation-Technical and Scientific Equipment	10605141-00
Other Equipment	10605990-00
Accumulated Depreciation-Other Equipment	10605991-00
Motor Vehicles	10606010-00
Accumulated Depreciation-Motor Vehicles	10606011-00
Furniture and Fixtures	10607010-00
Accumulated Depreciation-Furniture and Fixtures	10607011-00
Books	10607020-00
Accumulated Depreciation-Books	10607021-00
Leased Asset Improvements, Buildings and Other Structures	10609020-00
Structures	10609021-00
Construction in Progress-Buildings and Other Structures	10698030-00
Other Property, Plant and Equipment	10699990-00
Accumulated Depreciation-Other Property, Plant and Equipment	10699991-00
Computer Software	10801020-00
Accumulated Amortization-Computer Software	10801021-00
Advances for Operating Expenses	19901010-00
Advances for Payroll	19901020-00
Advances to Special Disbursing Officer	19901030-00
Advances to Officers and Employees	19901040-00
Prepaid Rent	19902020-00
Prepaid Insurance	19902050-00
Prepaid Subscription	19902100-00
Other Prepayments	19902990-00
Guaranty Deposits	19903020-00
Other Assets	19999990-00
Other Assets	19999990-00
Accumulated Impairment Losses-Other Assets	19999992-00
Accumulated Impairment Losses-Other Assets	19999992-00
Accounts Payable	20101010-00
Due to Officers and Employees	20101020-00
Notes Payable	20101040-00
Interest Payable	20101050-00
Due to BIR	20201010-00
Due to GSIS	20201020-00
Due to Pag-IBIG	20201030-00
Due to PhilHealth	20201040-00
Due to Central Office	20301010-00
Guaranty/Security Deposits Payable	20401040-00
Customers' Deposits Payable	20401050-00
Other Unearned Revenue	20502990-00
Leave Benefits Payable	20601020-00
Other Payables	29999990-00
Accumulated Surplus/(Deficit)	30101010-00
Contributed Capital	30101030-00
Permit Fees	40201010-00
Registration Fees	40201020-00
Clearance and Certification Fees	40201040-00
Licensing Fees	40201060-00
Supervision and Regulation Enforcement Fees	40201070-00
Inspection Fees	40201100-00
Processing Fees	40201130-00
Fines and Penalties-Service Income	40201140-00
Other Service Income	40201990-00
Seminar/Training Fees	40202040-00
Rent/Lease Income	40202050-00
Sales Revenue	40202160-00
Interest Income	40202210-00
Fines and Penalties-Business Income	40202230-00
Other Business Income	40202990-00
Subsidy from National Government	40301010-00
Other Gains	40501990-00
Proceeds from Insurance/Indemnities	40699010-00
Miscellaneous Income	40699990-00
Salaries and Wages-Regular	50101010-00
Personal Economic Relief Allowance (PERA)	50102010-00
Representation Allowance (RA)	50102020-00
Transportation Allowance (TA)	50102030-00
Clothing/Uniform Allowance	50102040-00
Year-End Bonus	50102140-00
Cash Gift	50102150-00
Mid-Year Bonus	50102160-00
Directors and Committee Members' Fees	50102170-00

Retirement and Life Insurance Premiums	50103010-00
Pag-IBIG Contributions	50103020-00
PhilHealth Contributions	50103030-00
Employees Compensation Insurance Premiums	50103040-00
Terminal Leave Benefits	50104030-00
Other Personnel Benefits	50104990-00
Traveling Expenses-Local	50201010-00
Training Expenses	50202010-00
Office Supplies Expenses	50203010-00
Accountable Forms Expenses	50203020-00
Medical, Dental and Laboratory Supplies Expenses	50203080-00
Fuel, Oil and Lubricants Expenses	50203090-00
Agricultural and Marine Supplies Expenses	50203100-00
Semi-Expendable Machinery and Equipment Expenses	50203210-00
Semi-Expendable Furniture, Fixtures and Books Expenses	50203220-00
Other Supplies and Materials Expenses	50203990-00
Water Expenses	50204010-00
Electricity Expenses	50204020-00
Postage and Courier Services	50205010-00
Telephone Expenses	50205020-00
Internet Subscription Expenses	50205030-00
Cable, Satellite, Telegraph and Radio Expenses	50205040-00
Prizes	50206020-00
Extraordinary and Miscellaneous Expenses	50210030-00
Legal Services	50211010-00
Auditing Services	50211020-00
Consultancy Services	50211030-00
Other Professional Services	50211990-00
Janitorial Services	50212020-00
Security Services	50212030-00
Other General Services	50212990-00
Repairs and Maintenance-Buildings and Other Structures	50213040-00
Repairs and Maintenance-Machinery and Equipment	50213050-00
Repairs and Maintenance-Transportation Equipment	50213060-00
Repairs and Maintenance-Furniture and Fixtures	50213070-00
Repairs and Maintenance-Leased Assets Improvements	50213090-00
Repairs and Maintenance-Other Property, Plant and Equipment	50213990-00
Subsidies-Others	50214990-00
Taxes, Duties and Licenses	50215010-00
Fidelity Bond Premiums	50215020-00
Insurance Expenses	50215030-00
Printing and Publication Expenses	50299020-00
Representation Expenses	50299030-00
Transportation and Delivery Expenses	50299040-00
Rent/Lease Expenses	50299050-00
Subscription Expenses	50299070-00
Other Maintenance and Operating Expenses	50299990-00
Interest Expenses	50301020-00
Bank Charges-Loans/Borrowings	50301040-00
Cost of Sales	50402010-00
Depreciation-Investment Property	50501010-00
Depreciation-Land Improvements	50501020-00
Depreciation-Infrastructure Assets	50501030-00
Depreciation-Buildings and Other Structures	50501040-00
Depreciation-Machinery and Equipment	50501050-00
Depreciation-Transportation Equipment	50501060-00
Depreciation-Furniture, Fixtures and Books	50501070-00
Depreciation-Leased Assets Improvements	50501090-00
Depreciation-Other Property, Plant and Equipment	50501990-00
Impairment Loss-Loans and Receivables	50503020-00
Impairment Loss-Other Receivables	50503060-00
Loss on Sale of Property, Plant and Equipment	50504040-00
Loss on Sale of Biological Assets	50504050-00
Other Losses	50504990-00



I, ATTY. GORGONIO G. OBUSAN III, CORPORATE SECRETARY OF THE NATIONAL TOBACCO ADMINISTRATION, DECLARE UNDER THE PENALTY OF PERJURY, THAT ALL MATTERS SET FORTH IN THIS GOVERNMENT CORPORATION INFORMATION SHEET WHICH CONSISTS OF SEVENTEEN (17) PAGES INCLUDING THIS PAGE, HAVE BEEN MADE IN GOOD FAITH, DULY VERIFIED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, ARE TRUE AND CORRECT.


I UNDERSTAND THAT THE FAILURE OF THE CORPORATION TO FILE THIS GCIS FOR FIVE (5) CONSECUTIVE YEARS SHALL BE CONSTRUED AS NON-OPERATION OF THE CORPORATION AND A GROUND FOR THE REVOCATION OF THE CORPORATIONS CERTIFICATE OF INCORPORATION. IN THIS EVENTUALITY, THE CORPORATION HEREBY WAIVES ITS RIGHT TO A HEARING FOR THE SAID REVOCATION.

DONE THIS 23<sup>RD</sup> DAY OF JANUARY, 2025 IN QUEZON CITY.

  
ATTY. GORGONIO G. OBUSAN III  
AFFIANT

SUBSCRIBED AND SWORN TO BEFORE ME IN QUEZON CITY, PHILIPPINES ON 23<sup>RD</sup> DAY OF JANUARY, 2025, AFFIANT PERSONALLY APPEARED BEFORE ME AND EXHIBITED TO ME HIS NTA EMPLOYEE ID NTA-CO-001 ISSUED AT QUEZON CITY ON JANUARY 10, 2024.

DOC. NO: 3  
PAGE NO. 2  
BOOK NO. 11  
SERIES OF 2025;

  
ATTY. TOMAS B. BAGA, JR.  
NOTARY PUBLIC FOR QUEZON CITY  
UNTIL DECEMBER 31, 2025  
ROLL NO. 13003  
ADM NO. NP-003 (2024-2025)  
IBP NO. 481438 / CY 2025 / PASIG CITY  
PTR NO. 3536602 / CY 2025 / COT. CITY  
MCLE NO. VIII-0004620 / 11-07-2023 / PASIG CITY  
RGH BLDG. TIMOG COR. PANAY AVE., Q.C.



**OFFICE OF THE NTA GOVERNING BOARD**

**SECRETARY CERTIFICATE**

I, **ATTY. GORGONIO G. OBUSAN III**, Board Secretary V, Office of the NTA Governing Board, National Tobacco Administration (NTA), with office address at 11<sup>th</sup> Floor, Upper Class Tower, Quezon Avenue, Quezon City, do hereby certify and attest under oath, that the agency is currently in the process of Closing its Books for the Year 2024, hence at this point, we cannot upload yet the Updated Government Corporation Information Sheet (GCIS) for FY 2024.


It is prayed that this will be sufficient justification and/or proof, and shall not affect the compliance of NTA. It is also promised that once available, the GCIS for FY 2024 will be uploaded outright.

**PREPARED AND CERTIFIED CORRECT:**

  
**ATTY. GORGONIO G. OBUSAN III**  
Board Secretary V

**SUBSCRIBED AND SWORN TO BEFORE ME**, this 23<sup>rd</sup> day of January 2025, in Quezon City, Philippines and affiant exhibited to me his SSS ID with No. 33-7676724-9 issued in Manila City on November, 2001.

Doc. No.: 3  
Page No.: 2  
Book No.: 111  
Series of 2025;

  
**ATTY. TOMAS B. FAGA, JR.**  
NOTARY PUBLIC FOR QUEZON CITY  
UNTIL DECEMBER 31, 2025  
ROLL NO. 13003  
ADM NO. NP-003 (2024-2025)  
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