



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
NATIONAL TOBACCO ADMINISTRATION
11th The Upper Class Tower, Block S-139, Quezon Avenue corner
Scout Reyes St., Barangay Paligsahan, Quezon City
Tel No. (02) 8374-3987 / Fax. No. (02) 8374-2505 / Website: <http://nta.da.gov.ph>
ISO 9001: 2015 QMS CERTIFIED



BOARD RESOLUTION NO. 147, S. 2023

**APPROVING THE CY 2024 PERFORMANCE SCORECARD FOR
THE NATIONAL TOBACCO ADMINISTRATION (NTA)**

WHEREAS, the Governance Commission for GOCCs (GCG) issued GCG Memorandum Circular (M.C.) No. 2023-01 providing for the Performance Evaluation System (PES) for the GOCC Sector;

WHEREAS, among the requirements provided in GCG M.C. No. 2023-01 is the submission of the Board Resolution approving the Charter Statement and Strategy Map, proposed Performance Scorecard, and other documentary requirements for consideration of the GCG;

WHEREAS, the Board Resolution shall include the names and respective designations of the GOCC's official representatives to the technical panel who are duly authorized to provide the GCG all necessary information relevant and material to the measures and targets in the GOCC's proposed Performance Scorecard;

WHEREAS, the Management has submitted to the Board for approval the proposed Performance Targets for CY 2024 and all documentary requirements under GCG M.C. No. 2023-01;

WHEREAS, the Management has also identified the officers who will comprise the NTA technical panel;

NOW BE IT —

RESOLVED, that the Board hereby **APPROVES** the following:

1. The NTA CY 2024 proposed performance scorecard and all other documents as required under GCG M.C. No. 2023-01, and its submission to the GCG;





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2. Authorization of the following officers and employees to constitute the NTA Technical Panel to provide the GCG with all necessary information relevant and material to the measures and targets in the proposed performance scorecard:

NAME	Position/ Designation
1. Giovanni B. Palabay, Ph.D	OIC Deputy Administrator for Operations
2. Benedicto M. Savellano	Deputy Administrator for Support Services
3. Atty. Rohbert A. Ambros	Department Manager III, Regulation Dept.
4. Dinah E. Pichay	Department Manager III, Internal Audit Dept.
5. Fortuna C. Benosa	Department Manager III, Corporate Planning Dept. (CPD)
6. Myrna O. Lozano	Department Manager III, Industrial Research Dept.
7. Zenaida T. Arrojo	Department Manager III, Administrative Services Dept.
8. Reynaldo R. Aquino	Officer-in-Charge, Finance Department
9. Evangeline C. Cabigan	Officer-in-Charge, Farm Technology Services Dept.
10. Neyo E. Valdez	Division Chief III, PPED-CPD

3. Authorization of the **Administrator and CEO**, or upon his/her written authority, a duly authorized representative, to take such steps, sign all documents and papers, and perform such acts as may be necessary to carry out and implement the foregoing authority;
4. Authorization of the Administrator and CEO to represent NTA during the Performance Target Conference (PTC) for the setting of the final performance targets of the GOCC.

DONE, this 29th day of **November 2023**, in Quezon City, Philippines.





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PREPARED AND CERTIFIED CORRECT:



Hon. BELINDA S. SANCHEZ, CPA
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. 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





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OFFICE OF THE NTA GOVERNING BOARD

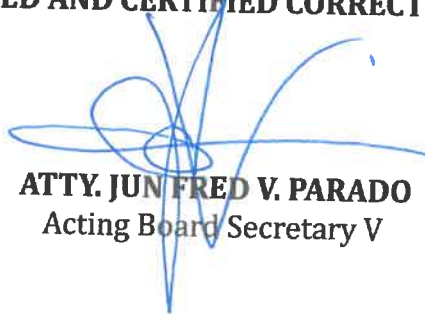
EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FOURTH (124TH) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVENUE, QUEZON CITY
22 DECEMBER 2023

BOARD RESOLUTION NO. 186, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REPORT ON THE DEVELOPMENT AND COMMERCIALIZATION OF VETERINARY PRODUCTS DERIVED FROM TOBACCO LEAF EXTRACTS AND OTHER ALTERNATIVE USES OF TOBACCO, AND POSSIBLE TIE-UP/PARTNERSHIP WITH EDL GROUP OF COMPANIES FOR THE PURPOSE.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO



OFFICE OF THE NTA GOVERNING BOARD

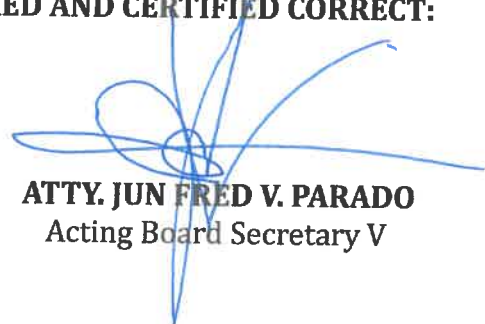
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ONE HUNDRED AND TWENTY-FOURTH (124TH) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVENUE, QUEZON CITY
22 DECEMBER 2023**

BOARD RESOLUTION NO. 185, S. 2023

***"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA
GOVERNING BOARD APPROVES THE REPORT ON THE STATUS OF
OPERATIONS OF THE NTA-KADIWA NI ANI AT KITA.***

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO ✨



OFFICE OF THE NTA GOVERNING BOARD

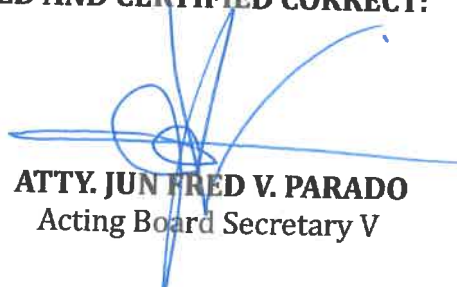
**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FOURTH (124TH) SPECIAL MEETING
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UPPER CLASS BLDG., QUEZON AVENUE, QUEZON CITY
22 DECEMBER 2023**

BOARD RESOLUTION NO. 184, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REPORT ON THE COMPARATIVE ANALYSIS OF TOBACCO PRODUCTION PER TOBACCO-GROWING MUNICIPALITY/ CITY FOR THE PRECEDING THREE (3) YEARS.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO



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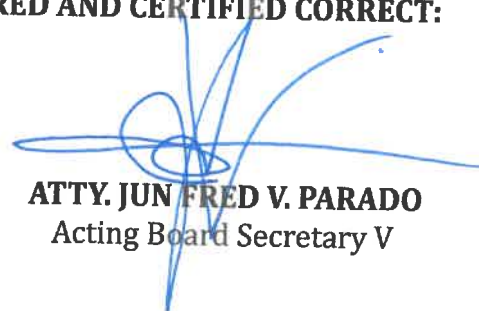
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OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVENUE, QUEZON CITY
22 DECEMBER 2023

BOARD RESOLUTION NO. 183, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 169TH REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD ON 14 DECEMBER 2023, AT THE NTA ILOCOS NORTE BRANCH OFFICE, BATAK CITY, ILOCOS NORTE.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FOURTH (124TH) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVENUE, QUEZON CITY
22 DECEMBER 2023**

BOARD RESOLUTION NO. 182, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 124TH SPECIAL MEETING OF THE NTA GOVERNING BOARD, HELD ON 22 DECEMBER 2023, AT 9:00 AM, AT THE NTA BOARD ROOM, 11TH FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO ✨



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EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-NINTH (169TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA-ILOCOS NORTE BRANCH
OFFICE, BATAK CITY, ILOCOS NORTE
14 DECEMBER 2023

BOARD RESOLUTION NO. 181, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE ISSUANCE OF AN ANTE-DATED BOARD RESOLUTION FOR THE QUICK RESPONSE FUND (QRF) - CURING BARN ASSISTANCE GRANT AMOUNTING TO Php300,000.00, PRIOR TO THE DATE OF APPROVAL OF THE DEPARTMENT OF AGRICULTURE (DA) BUDGET, WHICH IS DECEMBER 27, 2022

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



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OF THE NTA GOVERNING BOARD, HELD AT THE NTA-ILOCOS NORTE BRANCH
OFFICE, BATAK CITY, ILOCOS NORTE
14 DECEMBER 2023

BOARD RESOLUTION NO. 180, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE IMPLEMENTING GUIDELINES OF THE CURING BARN ASSISTANCE PROJECT (CBAP), CALENDAR YEAR (CY) 2023 - 2024, FOR MINDANAO.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO *



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OF THE NTA GOVERNING BOARD, HELD AT THE NTA-ILOCOS NORTE BRANCH
OFFICE, BATAK CITY, ILOCOS NORTE
14 DECEMBER 2023**

BOARD RESOLUTION NO. 179, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE IMPLEMENTING GUIDELINES OF THE TOBACCO CONTRACT GROWING SYSTEM (TCGS) PROJECT, CALENDAR YEAR (CY) 2023 - 2024, FOR MINDANAO.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-NINTH (169TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA-ILOCOS NORTE BRANCH
OFFICE, BATAK CITY, ILOCOS NORTE
14 DECEMBER 2023**

BOARD RESOLUTION NO. 178, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE PROPOSED AMENDMENTS TO THE IMPLEMENTING GUIDELINES OF THE TOBACCO FARMERS' DEPENDENTS SCHOLARSHIP PROGRAM, AS AMENDED ON NOVEMBER 24, 2023

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



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OF THE NTA GOVERNING BOARD, HELD AT THE NTA-ILOCOS NORTE BRANCH
OFFICE, BATAK CITY, ILOCOS NORTE
14 DECEMBER 2023

BOARD RESOLUTION NO. 177, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REQUEST FOR AMENDMENTS TO THE IMPLEMENTING GUIDELINES OF THE INTEGRATED FARMING AND OTHER INCOME GENERATING ACTIVITIES PROJECT - TOBACCO CONTRACT GROWING SYSTEM (IFOIGAP-TCGS) CY 2023-2024, PARTICULARLY THE DELETION OF SECTION H.B.4 THEREOF.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO ✦



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OFFICE, BATAK CITY, ILOCOS NORTE
14 DECEMBER 2023**

BOARD RESOLUTION NO. 176, S. 2023

***"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA
GOVERNING BOARD APPROVES THE CY 2024 AUDIT PLAN.***

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



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OFFICE, BATAK CITY, ILOCOS NORTE
14 DECEMBER 2023

BOARD RESOLUTION NO. 175, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE PROPOSAL FOR THE CONDUCT OF A TOBACCO AGRICULTURAL SUMMIT IN MINDANAO, WITH BUDGETARY REQUIREMENT.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



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EXCERPTS FROM THE MINUTES OF THE
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OF THE NTA GOVERNING BOARD, HELD AT THE NTA-ILOCOS NORTE BRANCH
OFFICE, BATAK CITY, ILOCOS NORTE
14 DECEMBER 2023

BOARD RESOLUTION NO. 174, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 123RD SPECIAL MEETING OF THE NTA GOVERNING BOARD, HELD ON 29 NOVEMBER 2023, AT THE NTA BOARD ROOM, 11TH FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



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EXCERPTS FROM THE MINUTES OF THE
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OF THE NTA GOVERNING BOARD, HELD AT THE NTA-ILOCOS NORTE BRANCH
OFFICE, BATAK CITY, ILOCOS NORTE
14 DECEMBER 2023

BOARD RESOLUTION NO. 173, S. 2023

***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 169TH REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD ON 14 DECEMBER 2023, AT 09:00 AM, AT THE NTA-ILOCOS NORTE BRANCH OFFICE, BATAK CITY, ILOCOS NORTE.*”**

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



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**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-THIRD (123rd) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
29 NOVEMBER 2023**

BOARD RESOLUTION NO. 172, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE CONFIRMATION OF PROMOTIONAL AND/ OR ORIGINAL APPOINTMENTS TO VACANT PLANTILLA POSITIONS, AS FOLLOWS:

- | | |
|---|--|
| 1. MR. FRANKLIN ROSS S. MENDOZA | SUPERVISING TPRO,
REGULATION DEPARTMENT,
NCR |
| 2. MR. KENNETH RUSSEL I. TANAVAL | SENIOR SCIENCE RESEARCH
SPECIALIST, FARM TECHNOLOGY
AND SERVICES DEPARTMENT,
REGION I |
| 3. MS. JOANNALIZA D. ORDINANTE | TOBACCO PRODUCTION
REGULATION OFFICER III,
REGULATION DEPARTMENT,
NCR |
| 4. MR. DAVID VILLA P. OGATIS | TOBACCO PRODUCTION AND
REGULATION OFFICER III,
FARM TECHNOLOGY AND
SERVICES DEPARTMENT
REGION I |
| 5. MR. RAYMART P. GUZMAN | TOBACCO PRODUCTION AND
REGULATION OFFICER III,
FARM TECHNOLOGY AND
SERVICES DEPARTMENT
REGION I |



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6. **MR. DAN DENES P. MARIANO** **AGRICULTURIST I,
PANGASINAN BRANCH OFFICE,
REGION I**

7. **MR. CHRISTIAN N. CARIÑO** **TOBACCO PRODUCTION AND
REGULATION OFFICER I,
PANGASINAN BRANCH OFFICE,
REGION I**

8. **MS. RHEAMAY D. OGATIS** **AGRICULTURIST I,
CANDON BRANCH OFFICE, REGION I**

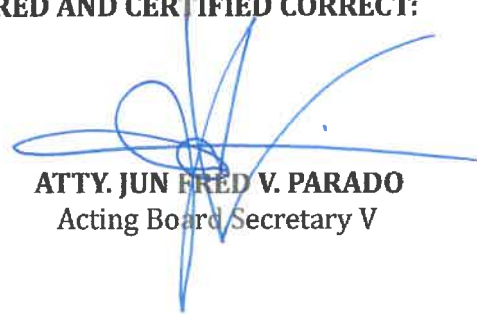
9. **MS. KAREN ANNE MICAH V. EA** **AGRICULTURIST I,
CANDON BRANCH OFFICE, REGION I**

10. **MS. ANGELICA C. DAYAP** **AGRICULTURIST I,
CANDON BRANCH OFFICE, REGION I**

11. **MR. ED A. BUSTILLOS JR.** **TOBACCO PRODUCTION AND
REGULATION OFFICER I, CANDON
BRANCH OFFICE, REGION I**

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



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UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
29 NOVEMBER 2023**

BOARD RESOLUTION NO. 171. S. 2023

***"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA
GOVERNING BOARD APPROVES THE NTA 2024 PERFORMANCE
SCORECARD.***

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



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: <http://nta.da.gov.ph>
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OFFICE OF THE NTA GOVERNING BOARD

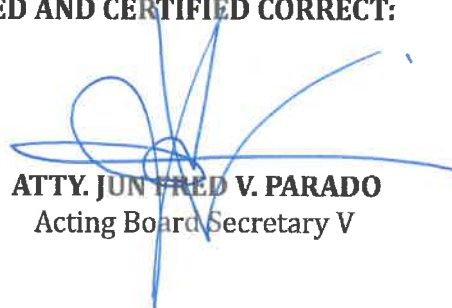
EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-THIRD (123rd) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
29 NOVEMBER 2023

BOARD RESOLUTION NO. 170, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MOTION TO DEFER APPEAL OF THE REQUEST FOR AMENDMENTS TO THE IMPLEMENTING GUIDELINES FOR THE INTEGRATED FARMING AND OTHER INCOME GENERATING ACTIVITIES PROJECT- TOBACCO CONTRACT GROWING SYSTEM (IFOIGAP-TGCS) CY 2023-2024, PARTICULARLY SECTION H.B.4 THEREOF.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO



Republic of the Philippines
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OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-THIRD (123rd) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
29 NOVEMBER 2023

BOARD RESOLUTION NO. 169, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AUDIT REPORT ON THE INTEGRATED FARMING AND OTHER INCOME GENERATING ACTIVITIES PROGRAM- TOBACCO CONTRACT GROWING SYSTEM (IFOIGAP-TCGS).

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO ✕



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OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-THIRD (123rd) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
29 NOVEMBER 2023

BOARD RESOLUTION NO. 168, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 168TH REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD ON 14 NOVEMBER 2023, AT THE NTA BOARD ROOM, 11TH FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



Republic of the Philippines
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OFFICE OF THE NTA GOVERNING BOARD

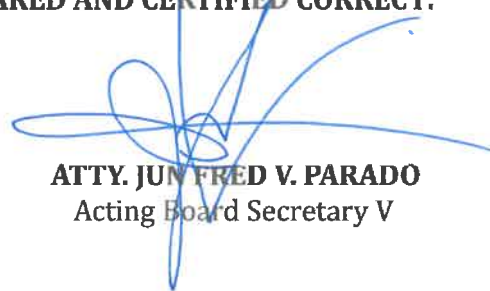
**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-THIRD (123rd) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
29 NOVEMBER 2023**

BOARD RESOLUTION NO. 167, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 123rd SPECIAL MEETING OF THE NTA GOVERNING BOARD, HELD ON 29 NOVEMBER 2023, AT 11:00 AM, AT THE NTA BOARD ROOM, 11TH FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO



REFERENDUM RESOLUTION NO. 001-2023
16 November 2023

WHEREAS, the NTA will implement the Integrated Farming and Other Income Generating Activities Program - Tobacco Contract Growing System (IFOIGAP-TCGS) Project for Crop Year 2023-2024 with planned start of implementation of not be later than the third week of November 2023 in time for the tobacco farm land preparation activities.

WHEREAS, part of the IFOIGAP-TCGS Project is the conduct of public bidding/procurement of fertilizers, pesticides and suckercide for tobacco to be distributed to tobacco farmer-cooperators under the TCGS.

WHEREAS, the NTA-BAC submitted BAC Resolution No. PB 2023 - 05 dated 16 November 2023 recommending the award of the contract for the project: **“Supply & Delivery of Fertilizer, CPAs and Suckercide Requirements for Use in IFOIGAP-Tobacco (TCGS) 2023-2024 in Regions I, II, and CAR”** in favor of **Diamond Kim Enterprises** with the Single Calculated and Responsive Bid (SCRB) in the amount of **Php 65,469,469.00**; and

WHEREAS, it is the policy of the NTA Governing Board to require the NTA Management to seek prior board approval before an award of contract which undergone public bidding before the issuance of notice of award; *However*, there is no schedule of board meeting that has been set on or before the third week of November 2023 for the submission of the NTA-BAC recommendation for the award of contract to the winning bidder, for approval by the board.

NOW, THEREFORE,

BE IT RESOLVED, AS IT IS HEREBY RESOLVED, for and in consideration of the above premises and of the urgent need to deliver the farm inputs on time for tobacco farmland preparations, the NTA Governing Board to approve thru this Referendum Resolution for the award for the project: **“Supply & Delivery of Fertilizer, CPAs and Suckercide Requirements for Use in IFOIGAP-Tobacco (TCGS) 2023-2024 in Regions I, II, and CAR”** in favor of **Diamond Kim Enterprises** with the Single Calculated and Responsive Bid (SCRB) in the amount of **Php 65,469,469.00**.

UNANIMOUSLY APPROVED.....”


APPROVED:

DEOGRACIAS VICTOR B. SAVELLANO
 Undersecretary, Department of Agriculture
 and Alternate Chairman, NTA Governing Board




Republic of the Philippines
DEPARTMENT OF AGRICULTURE
NATIONAL TOBACCO ADMINISTRATION

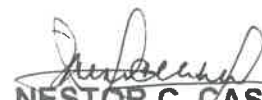
11th The Upper Class Tower, Block S-139, Quezon Avenue corner
Scout Reyes St., Barangay Paligsahan, Quezon City
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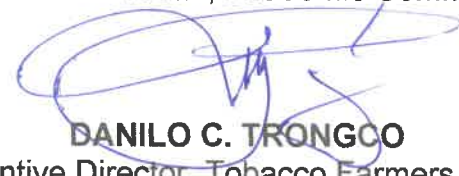
BELINDA S. SANCHEZ
Administrator and CEO,
and Vice-Chairman, NTA Governing Board



WILFREDO C. MARTINEZ
Appointive Director, Tobacco Farmers Sector



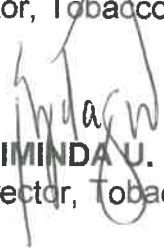
NESTOR C. CASELA
Appointive Director, Academic Community



DANILO C. TRONGCO
Appointive Director, Tobacco Farmers Sector



JESSIE PAT M. SERNA
Appointive Director, Tobacco Manufacturing Sector



LUZVIMINDA U. PADAYAO
Appointive Director, Tobacco Farmers Sector



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-EIGHT (168TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
14 NOVEMBER 2023**

BOARD RESOLUTION NO. 166, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE ISSUANCE OF A REFERENDUM RESOLUTION, DUE TO URGENCY OF NEED, FOR THE AWARD OF CONTRACT FOR THE PROJECT, "SUPPLY & DELIVERY OF FERTILIZER, CPAs AND SUCKERCIDE REQUIREMENTS FOR USE IN IFOIGAP-TOBACCO (TCGS) 2023-2024 IN REGIONS I, II AND CAR", IN FAVOR OF DIAMOND KIM ENTERPRISES, WITH THE SINGLE CALCULATED AND RESPONSIVE BID (SCRB) IN THE AMOUNT OF PhP65,469,469.00".

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-EIGHT (168TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
14 NOVEMBER 2023**

BOARD RESOLUTION NO. 165, S. 2023

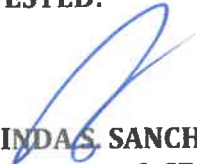
“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE PROPOSAL TO GIVE RECOGNITION AND INCENTIVES TO MS. FRANCES ANNE BALELA FORONDA, NTA SCHOLAR FROM THE ISABELA STATE UNIVERSITY, ECHAGUE, ISABELA, FOR GARNERING THE SECOND (2ND) HIGHEST PLACE IN THE SEPTEMBER 2023 LICENSURE EXAMINATION FOR CERTIFIED PUBLIC ACCOUNTANTS (CPA), WITH A RATING OF 90.50%.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-EIGHT (168TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
14 NOVEMBER 2023

BOARD RESOLUTION NO. 164, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD DEFERS THE APPROVAL TO THE AMENDMENTS TO THE IMPLEMENTING GUIDELINES FOR THE INTEGRATED FARMING AND OTHER INCOME GENERATING ACTIVITIES PROJECT - TOBACCO CONTRACT GROWING SYSTEM (IFOIGAP-TCGS) CY 2023-2024, PARTICULARLY ANNEX "C" THEREOF.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO ✨
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-EIGHT (168TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
14 NOVEMBER 2023

BOARD RESOLUTION NO. 163, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE CONFIRMATION OF PROMOTIONAL AND/OR ORIGINAL APPOINTMENTS TO VACANT PLANTILLA POSITIONS, AS FOLLOWS:

- | | |
|--|--|
| 1. MR. TOMASITO G. TALOZA | CHIEF AGRICULTURIST,
NTA - VIGAN BRANCH OFFICE |
| 2. MS. ROSITA O. GAMBITO | TOBACCO PRODUCTION
REGULATION OFFICER III,
NTA - LA UNION BRANCH
OFFICE |
| 3. MS. CARMENCITA T. BERSALONA | TOBACCO PRODUCTION &
REGULATION OFFICER III,
NTA - ABRA BRANCH OFFICE |
| 4. MS. MARIANNE A. BALASIW | TOBACCO PRODUCTION &
REGULATION OFFICER I,
NTA- ABRA BRANCH OFFICE |
| 5. MS. KRIZZEL ASHLEIGH O. GUZMAN | SCIENCE RESEARCH ANALYST,
NTA - INDUSTRIAL
RESEARCH DEPARTMENT
(IRD) |

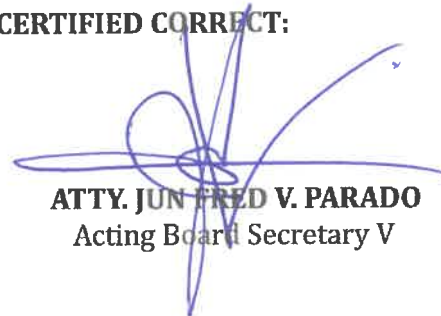
UNANIMOUSLY APPROVED....”



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
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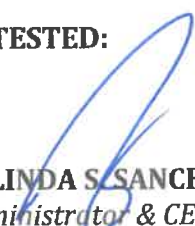


PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-EIGHT (168TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
14 NOVEMBER 2023**

BOARD RESOLUTION NO. 162, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE CONDUCT OF THE 2023 ANNUAL SEMINAR-WORKSHOP ON ENHANCING EXTENSIONISTS' CAPABILITIES (ASWEEC).

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN-FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-EIGHT (168TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
14 NOVEMBER 2023**

BOARD RESOLUTION NO. 161, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REQUEST FOR GRANT OF AUTHORITY FOR THE VICE-CHAIRMAN/ADMINISTRATOR & CEO TO ISSUE MEMORANDUM CIRCULAR NO. 002, SERIES OF 2023, ADOPTING THE NEW TOBACCO FLOOR PRICES OF VIRGINIA, BURLEY AND NATIVE TOBACCO TYPES EFFECTIVE FOR TRADING YEARS 2024 AND 2025.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-EIGHT (168TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
14 NOVEMBER 2023**

BOARD RESOLUTION NO. 160, S. 2023

***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 122ND SPECIAL MEETING OF THE NTA GOVERNING BOARD, HELD ON 27 OCTOBER 2023, AT THE NTA BOARD ROOM, 11TH FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.*”**

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-EIGHT (168TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
14 NOVEMBER 2023

BOARD RESOLUTION NO. 159, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 168TH REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD ON 14 NOVEMBER 2023, AT 9:00AM, AT THE NTA BOARD ROOM, 11TH FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.

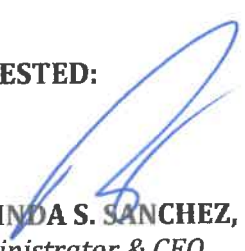
UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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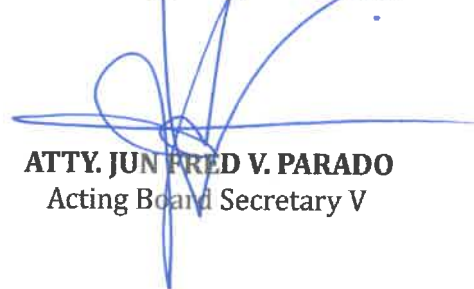
**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-SECOND (122ND) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
27 OCTOBER 2023**

BOARD RESOLUTION NO. 158, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE ESTABLISHMENT OF A DEMONSTRATION FARM FOR BURLEY TOBACCO PRODUCTION IN THE PROVINCE OF TARLAC , WITH A PROPOSED BUDGET OF Php682,104.00 AS NTA COUNTERPART.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-SECOND (122ND) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
27 OCTOBER 2023**

BOARD RESOLUTION NO. 157, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REQUEST FOR THE APPROVAL OF THE AMENDMENT TO THE PhP150-MILLION APPROVED BUDGET FOR THE INTEGRATED FARMING AND OTHER INCOME GENERATING ACTIVITIES-TOBACCO CONTRACT GROWING SYSTEM (IFOIGAP-TCGS), CALENDAR YEAR (CY) 2023-2024, FOR THE MATERIAL AND CASH INPUTS COMPONENTS, AS FOLLOWS: PhP68,561,020.00 (MATERIAL INPUT) PhP76,917,872.50 (CASH INPUT), FOR A TOTAL OF PhP145,478,892.50, WITH THE REMAINING AMOUNT OF PhP4,521,107.50 EARMARKED FOR MINDANAO DEVELOPMENT PROJECTS.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:

ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:

BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

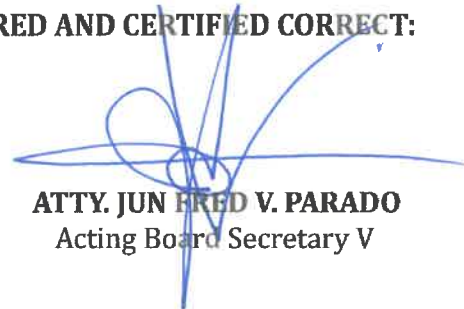
EXCERPTS FROM THE MINUTES OF THE
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UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
27 OCTOBER 2023

BOARD RESOLUTION NO. 156, S. 2023

***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE ONE-TIME GRANT OF RICE ASSISTANCE TO ALL NTA EMPLOYEES AND WORKERS FOR FISCAL YEAR 2022, IN PURSUANCE OF ADMINISTRATIVE ORDER NO. 02, DTD. DECEMBER 16, 2022.*”**

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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: <http://nta.da.gov.ph>
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OFFICE OF THE NTA GOVERNING BOARD


EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-SECOND (122ND) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
27 OCTOBER 2023

BOARD RESOLUTION NO. 155, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE CREATION OF A TECHNICAL WORKING GROUP (TWG) TO REVIEW THE SELECTION AND HIRING OF JOB ORDERS (JOs), PREPARATION OF THE AGENCY’S SUCCESSION PLAN, AND OTHER RELATED PERSONNEL ISSUES AND CONCERNS.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD


**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-SECOND (122ND) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
27 OCTOBER 2023**

BOARD RESOLUTION NO. 154, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AWARD OF CONTRACT FOR THE PROJECT, "SUPPLY AND DELIVERY OF EIGHT (8) DRONES FOR MAPPING AND SURVEYING FOR THE DOCUMENTATION OF TOBACCO GROWING AREAS FOR THE NTA BRANCH OFFICES", (PB 2023-04), WITH AN APPROVED BUDGET FOR THE CONTRACT (ABC) OF PhP 2,480,000.00.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-SECOND (122ND) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
27 OCTOBER 2023**

BOARD RESOLUTION NO. 153, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AWARD OF CONTRACT FOR THE PROJECT, "CIVIL WORKS AND ELECTRICAL WORKS FOR THE ENERGIZATION OF THE QUALITY ASSURANCE AND LABORATORY BUILDING AT THE NATIONAL TOBACCO ADMINISTRATION (NTA) CENTRAL OFFICE", (PB 2023-03), WITH AN APPROVED BUDGET FOR THE CONTRACT (ABC) OF Php 1,005,979.98.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

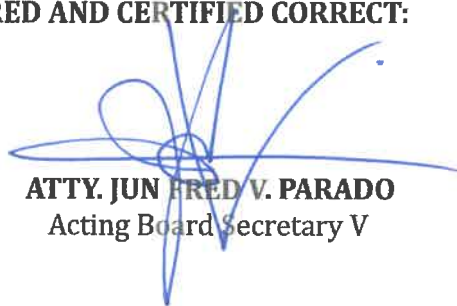
EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-SECOND (122ND) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
27 OCTOBER 2023

BOARD RESOLUTION NO. 152, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AWARD OF CONTRACT FOR THE PROJECT, “SUPPLY, DELIVERY, INSTALLATION, AND COMMISSIONING OF ONE (1) SET OF ATOMIC ABSORTION SPECTROPHOTOMETER AT THE NTA-IRD, BATAK CITY, ILOCOS NORTE”, (PB 2023-01), WITH AN APPROVED BUDGET FOR THE CONTRACT (ABC) OF PhP 1,900,000.00.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-SECOND (122ND) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
27 OCTOBER 2023

BOARD RESOLUTION NO. 151, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 167th REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD ON 10 OCTOBER 2023, AT 2:30 PM AT THE NTA BOARD ROOM, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO 
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
 ONE HUNDRED AND TWENTY-SECOND (122ND) SPECIAL MEETING
 OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
 UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
 27 OCTOBER 2023**

BOARD RESOLUTION NO. 150, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 122ND SPECIAL MEETING OF THE NTA GOVERNING BOARD, HELD ON 27 OCTOBER 2023, AT 9:00 AM, AT THE NTA BOARD ROOM, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
 Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
 Administrator & CEO
 & Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SEVENTH (167TH) REGULAR BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
10 OCTOBER 2023**

BOARD RESOLUTION NO. 149, S. 2023

***"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA
GOVERNING BOARD ADOPTS THE REPORT ON THE ALTERNATIVE/ OTHER
USES OF TOBACCO.***

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SEVENTH (167TH) REGULAR BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
10 OCTOBER 2023**

BOARD RESOLUTION NO. 148, S. 2023


“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REPORT ON THE COMPARATIVE ANALYSIS OF INCOME LEVELS OF TOBACCO (VIRGINIA VS. BURLEY VS. NATIVE).

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SEVENTH (167TH) REGULAR BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
10 OCTOBER 2023**

BOARD RESOLUTION NO. 147, S. 2023

***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE REPORT / BRIEFER FOR THE PROPOSED TOBACCO DEVELOPMENT PROGRAM AND PROJECTS FOR MINDANAO (TO INCLUDE PROVISIONS FOR ASSISTANCE AND MANPOWER COMPLIMENT).*”**

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO ✕
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

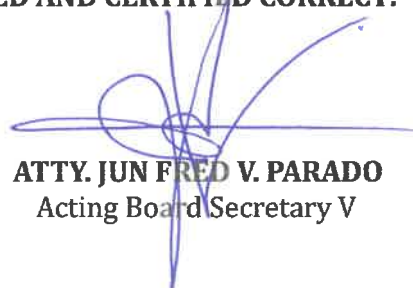
**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SEVENTH (167TH) REGULAR BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
10 OCTOBER 2023**

BOARD RESOLUTION NO. 146, S. 2023

***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MOTION TO DEFER THE REQUEST FOR THE GRANT OF AUTHORITY FOR THE VICE-CHAIRMAN / ADMINISTRATOR & CEO TO ISSUE MEMORANDUM CIRCULAR NO. 002, SERIES OF 2023, ADOPTING THE NEW TOBACCO FLOOR PRICES OF VIRGINIA, BURLEY, AND NATIVE TOBACCO TYPES EFFECTIVE FOR TRADING YEARS 2024 AND 2025.*”**

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO ✨
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SEVENTH (167TH) REGULAR BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
10 OCTOBER 2023

BOARD RESOLUTION NO. 145, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MOTION TO DEFER THE REQUEST FOR THE RATIFICATION OF THE MEMORANDA OF AGREEMENT SIGNED DURING THE 2023 TOBACCO TRIPARTITE CONSULTATIVE CONVERENCE HELD ON 03 & 04 OCTOBER 2023 FOR THE NEW TOBACCO FLOOR PRICES OF VIRGINIA, BURLEY, AND NATIVE TOBACCO TYPES EFFEVTIVE FOR TRADING YEARS 2024 AND 2025.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SEVENTH (167TH) REGULAR BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
10 OCTOBER 2023**

BOARD RESOLUTION NO. 144, S. 2023


***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 121ST SPECIAL MEETING OF THE NTA GOVERNING BOARD, HELD ON 28 SEPTEMBER 2023, AT 9:00 AM, AT THE NTA BOARD ROOM, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.*”**

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SEVENTH (167TH) REGULAR BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM, 11TH FLOOR
UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY
10 OCTOBER 2023**

BOARD RESOLUTION NO. 143, S. 2023

***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 167TH REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD ON 10 OCTOBER 2023, AT 2:30 PM, AT THE NTA BOARD ROOM, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.*”**

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO ✨
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FIRST (121ST) SPECIAL BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM 11TH FLOOR
UPPER CLASS TOWER, QUEZON AVE., QUEZON CITY
28 SEPTEMBER 2023**

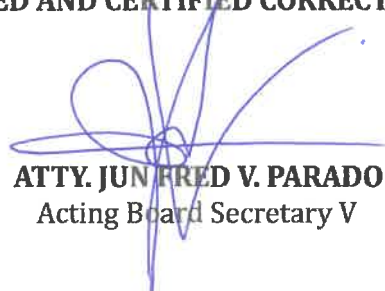
BOARD RESOLUTION NO. 142, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AUDIT REPORT AND RECOMMENDATIONS FOR THE ADMINISTRATIVE SERVICES OF NTA- LA UNION BRANCH OFFICE, CALENDAR YEAR (CY) 2023.

RESOLVED, FURTHER, THAT A COPY OF THE SAID AUDIT REPORT SHALL BE FURNISHED THE CONCERNED OFFICE FOR THEIR INFORMATION AND GUIDANCE.

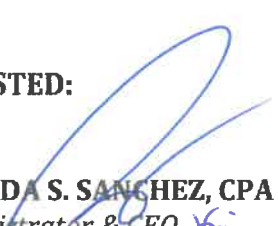
UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO ✱
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FIRST (121ST) SPECIAL BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM 11TH FLOOR
UPPER CLASS TOWER, QUEZON AVE., QUEZON CITY
28 SEPTEMBER 2023**

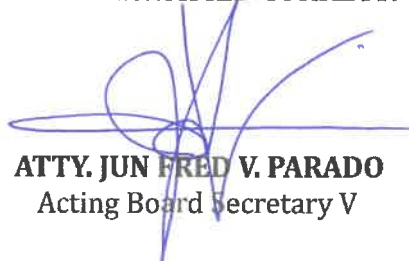
BOARD RESOLUTION NO. 141, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE PROPOSED BUDGET FOR THE INTEGRATED FARMING AND OTHER INCOME GENERATING ACTIVITIES - TOBACCO CONTRACT GROWING SYSTEM (IFOIGAP-TGCS), CALENDAR YEAR (CY) 2023-2024, IN THE AMOUNT OF PhP 150,000,000.00.

RESOLVED, FURTHER, THAT THE PROPOSED BUDGET SHALL CONSIST OF THE FOLLOWING COMPONENTS: PhP 67,981,187.50 (MATERIAL INPUT) AND PhP 77,295,635.00 (CASH INPUT), WITH THE REMAINING AMOUNT OF PhP 4,723,177.50 EARMARKED FOR MINDANAO DEVELOPMENT PROJECTS.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FIRST (121ST) SPECIAL BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM 11TH FLOOR
UPPER CLASS TOWER, QUEZON AVE., QUEZON CITY
28 SEPTEMBER 2023**

BOARD RESOLUTION NO. 140, S. 2023

***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD ADOPTS THE REVISED PROPOSAL ON THE BLOCK FARMING PROGRAM OF THE SUSTAINABLE TOBACCO ENHANCEMENT PROGRAM (STEP) IN SUPPORT OF THE AGRO-INDUSTRIES.*”**

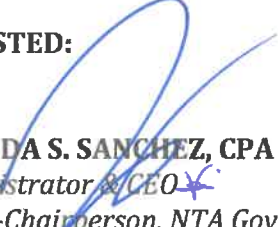
UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

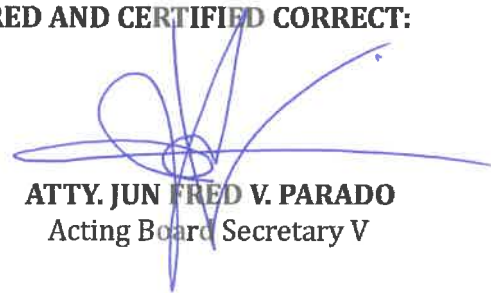
**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FIRST (121ST) SPECIAL BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM 11TH FLOOR
UPPER CLASS TOWER, QUEZON AVE., QUEZON CITY
28 SEPTEMBER 2023**

BOARD RESOLUTION NO. 139, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD ADOPTS THE BUSINESS PLAN/ FEASIBILITY STUDY REPORT FOR THE TOBACCO DUST PROJECT.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FIRST (121ST) SPECIAL BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM 11TH FLOOR
UPPER CLASS TOWER, QUEZON AVE., QUEZON CITY
28 SEPTEMBER 2023

BOARD RESOLUTION NO. 138, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD ADOPTS THE REPORT ON THE CROPPING PATTERNS OF TOBACCO VIS-À-VIS RICE, CORN, AND OTHER HIGH-VALUE CROPS (HVCs).

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FIRST (121ST) SPECIAL BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM 11TH FLOOR
UPPER CLASS TOWER, QUEZON AVE., QUEZON CITY
28 SEPTEMBER 2023

BOARD RESOLUTION NO. 137, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD ADOPTS THE REPORT ON THE COMPARATIVE ANALYSIS OF INCOME LEVELS OF TOBACCO VIS-À-VIS RICE, CORN, AND OTHER HIGH-VALUE CROPS (HVCs)."

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FIRST (121ST) SPECIAL BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM 11TH FLOOR
UPPER CLASS TOWER, QUEZON AVE., QUEZON CITY
28 SEPTEMBER 2023**

BOARD RESOLUTION NO. 136, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD ADOPTS THE REPORT ON THE PROPOSED BARTER-TO-BARTER PROJECT OF LOCALLY GROWN AND PRODUCED TOBACCO.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FIRST (121ST) SPECIAL BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM 11TH FLOOR
UPPER CLASS TOWER, QUEZON AVE., QUEZON CITY
28 SEPTEMBER 2023**

BOARD RESOLUTION NO. 135, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 166TH REGULAR BOARD MEETING OF THE NTA GOVERNING BOARD, HELD ON 30 AUGUST 2023, AT 9:00 AM, AT THE TAPAO RESORT FUNCTION HALL, SAN JUAN, ILOCOS SUR.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO ✱
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTY-FIRST (121ST) SPECIAL BOARD MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM 11TH FLOOR
UPPER CLASS TOWER, QUEZON AVE., QUEZON CITY
28 SEPTEMBER 2023**

BOARD RESOLUTION NO. 134, S. 2023

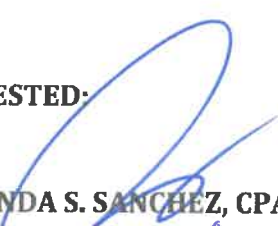
"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 121ST SPECIAL MEETING OF THE NTA GOVERNING BOARD, HELD ON 28 SEPTEMBER 2023, AT 9:00 AM, AT THE NTA BOARD ROOM UPPER CLASS TOWER, QUEZON AVE., QUEZON CITY.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO ✦
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SIXTH (166th) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE TAPAO RESORT FUNCTION HALL,
SAN JUAN, ILOCOS SUR
13 SEPTEMBER 2023

BOARD RESOLUTION NO. 133, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE CONFIRMATION OF FOUR (4) PROMOTIONAL AND/OR ORIGINAL APPOINTMENTS TO VACANT PLANTILLA POSITIONS, AS FOLLOWS:

- | | |
|------------------------------------|--|
| 1. MARIELLE CRISTY B. BELOY | ACCOUNTANT III
CANDON BRANCH OFFICE, REGION I |
| 2. GERALD G. GUZMAN | HUMAN RESOURCE MANAGEMENT
OFFICER II (JG-10)
ADMINISTRATIVE DEPARTMENT, NCR |
| 3. JENNY MAY A. ANOR | SCIENCE RESEARCH SPECIALIST I
(JG-13)
INDUSTRIAL RESEARCH
DEPARTMENT, NCR |
| 4. ANDREA MARIE T. CONTILLO | TOBACCO PRODUCTION &
OFFICER (JG-8
REGULATION DEPARTMENT, NCR |

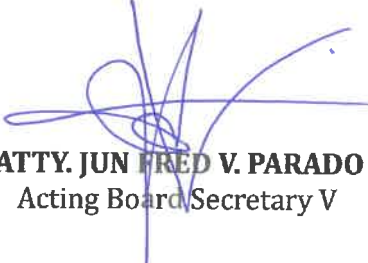
UNANIMOUSLY APPROVED...."



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: <http://nta.da.gov.ph>
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PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

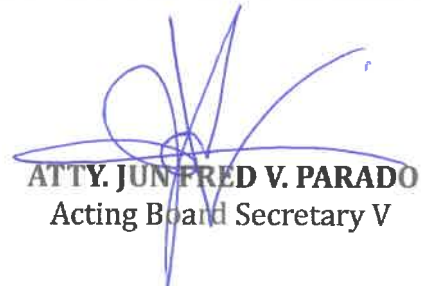
EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SIXTH (166th) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE TAPAO RESORT FUNCTION HALL,
SAN JUAN, ILOCOS SUR
13 SEPTEMBER 2023

BOARD RESOLUTION NO. 132, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE PROPOSED BUDGET FOR MATERIAL AND CASH INPUTS FOR INTEGRATED FARMING AND OTHER INCOME GENERATING ACTIVITIES - TOBACCO CONTRACT GROWING SYSTEM (IFOIGAP-TCGS), CALENDAR YEAR (CY) 2023-2024, WITH THE FOLLOWING COMPONENTS: PHP 63,851, 927. 50 (MATERIAL INPUTS) & PHP 86,148,072.50 (CASH INPUT), FOR A TOTAL OF PHP 150 MILLION (PHP 150,000.000.00)

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO ✨
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

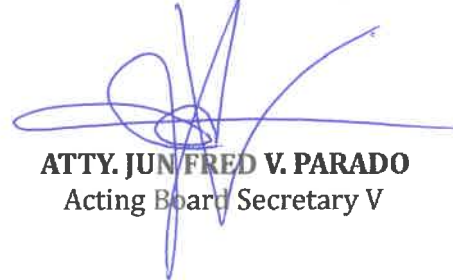
**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SIXTH (166th) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE TAPAO RESORT FUNCTION HALL,
SAN JUAN, ILOCOS SUR
13 SEPTEMBER 2023**

BOARD RESOLUTION NO. 131, S. 2023

***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 120TH SPECIAL MEETING OF THE NTA GOVERNING BOARD, HELD ON 30 AUGUST 2023, AT 9:00 AM, AT THE NTA BOARD ROOM, 11TH FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.*”**

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO ✨
& Vice-Chairperson, NTA Governing Board



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OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-SIXTH (166th) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE TAPAO RESORT FUNCTION HALL,
SAN JUAN, ILOCOS SUR
13 SEPTEMBER 2023

BOARD RESOLUTION NO. 130, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 166TH REGULAR MEETING OF THE NTA GOVERNING BOARD, HELD ON 13 SEPTEMBER 2023, AT 9:00 AM, AT THE TAPAO RESORT FUNCTION HALL, SAN JUAN, ILOCOS SUR.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO ✎
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTIETH (120th) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM
11TH FLOOR, UPPER CLASS BUILDING, QUEZON AVENUE, QUEZON CITY
30 AUGUST 2023

BOARD RESOLUTION NO. 129, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE CONFIRMATION OF FOUR (4) PROMOTIONAL AND / OR ORIGINAL APPOINTMENTS TO VACANT PLANTILLA POSITIONS, AS FOLLOWS:

1. **MAGDALENA N. MAMUYAC** **SUPERVISING TOBACCO PRODUCTION & REGULATION OFFICER (JG-12)**
PANGASINAN BRANCH OFFICE, REGION I
2. **KRISCIA MAE M. VIDAL** **INTERNAL AUDIT II (JG-10)**
INTERNAL AUDIT DEPARTMENT, NCR
3. **RENZO VIEN C. REAS** **SCIENCE RESEARCH SPECIALIST II (JG-10)**
INDUSTRIAL RESEARCH DEPARTMENT, NCR
4. **REYNALYN A. UDANI** **SECRETARY I (JG-5)**
INDUSTRIAL RESEARCH DEPARTMENT, NCR

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO 
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTIETH (120th) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM
11TH FLOOR, UPPER CLASS BUILDING, QUEZON AVENUE, QUEZON CITY
30 AUGUST 2023

BOARD RESOLUTION NO. 128, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE PROPOSED MODE/ MANNER OF DISPOSAL OF UNUTILIZED FERTILIZERS AND OTHER CROP PROTECTION AGENTS (CPAs) AT THE NTA – ISABELA & CAGAYAN BRANCH OFFICES.

RESOLVED FURTHER, THAT THE INVENTORIED FERTILIZERS AND CPAs SHALL BE UTILIZED BY THE SAID BRANCH OFFICES FOR THEIR 2023 – 2024 TOTAL CONTRACT GROWING SYSTEM (TCGS) REQUIREMENTS.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO ✨
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTIETH (120th) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM
11TH FLOOR, UPPER CLASS BUILDING, QUEZON AVENUE, QUEZON CITY
30 AUGUST 2023**

BOARD RESOLUTION NO. 127, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AUDIT REPORT AND RECCOMENDATIONS FOR THE TOBACCO LEAF REGULATION DIVISION (TLRD) ENFORCEMENT AND MONITORING OF TRADING OPERATIONS, FOR TRADING YEAR 2022-2023.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO ✨
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

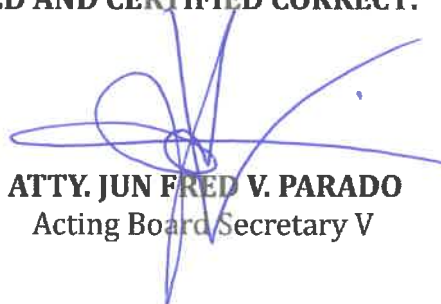
**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTIETH (120th) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM
11TH FLOOR, UPPER CLASS BUILDING, QUEZON AVENUE, QUEZON CITY
30 AUGUST 2023**

BOARD RESOLUTION NO. 126, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE MINUTES OF THE 165TH REGULAR MEETING OF THE NTA GOVERNIG BOARD, HELD ON AUGUST 17, 2023, AT 9:00 AM, AT THE NTA BOARD ROOM, 11TH FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND TWENTIETH (120th) SPECIAL MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM
11TH FLOOR, UPPER CLASS BUILDING, QUEZON AVENUE, QUEZON CITY
30 AUGUST 2023**

BOARD RESOLUTION NO. 125, S. 2023

“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE AGENDA OF THE 120TH SPECIAL MEETING OF THE NTA GOVERNIG BOARD, HELD ON AUGUST 30, 2023, AT 9:00 AM, AT THE NTA BOARD ROOM, 11TH FLOOR, UPPER CLASS BLDG., QUEZON AVE., QUEZON CITY.

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO ✕
& Vice-Chairperson, NTA Governing Board



Republic of the Philippines
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OFFICE OF THE NTA GOVERNING BOARD

EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-FIFTH (165th) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM
11TH FLOOR UPPER CLASS BUILDING, QUEZON AVENUE, QUEZON CITY
17 AUGUST 2023

BOARD RESOLUTION NO. 124, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE NTA PROPOSED SALARY STEP ADJUSTMENT UNDER THE COMPENSATION AND POSITION CLASSIFICATION SYSTEM (CPCS).

RESOLVED FURTHER, THAT A COPY OF THIS RESOLUTION BE FURNISHED THE SECRETARY, DEPARTMENT OF AGRICULTURE, FOR HIS ENDORSEMENT TO THE GOVERNANCE COMMISSION FOR GOCCs (GCG), AS A NECESSARY REQUIREMENT FOR APPROVAL.

RESOLVED FINALLY, THAT THE PROPOSED REVISIONS SHALL HAVE A RETROACTIVE EFFECT, SUBJECT TO GCG APPROVAL.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:


BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
NATIONAL TOBACCO ADMINISTRATION
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OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-FIFTH (165TH) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM
11TH FLOOR UPPER CLASS BUILDING, QUEZON AVENUE, QUEZON CITY
17 AUGUST 2023**

BOARD RESOLUTION NO. 124, S. 2023 **(AS AMENDED)**

***“BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE
NTA GOVERNING BOARD APPROVES THE NTA PROPOSED SALARY
STEP ADJUSTMENT UNDER THE COMPENSATION AND POSITION
CLASSIFICATION SYSTEM (CPCS).***

***RESOLVED FURTHER, THAT A COPY OF THIS RESOLUTION
BE FURNISHED THE SECRETARY, DEPARTMENT OF AGRICULTURE,
FOR HIS ENDORSEMENT TO THE GOVERNANCE COMMISSION FOR
GOCCs (GCG), AS A NECESSARY REQUIREMENT FOR APPROVAL.***

***RESOLVED FINALLY, THAT THE PROPOSED REVISIONS
SHALL HAVE A RETROACTIVE EFFECT FROM THE EFFECTIVITY OF
THE CPCS ON 05 OCTOBER 2021, SUBJECT TO GCG APPROVAL.***

UNANIMOUSLY APPROVED....”

PREPARED AND CERTIFIED CORRECT:

ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:

BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board



OFFICE OF THE NTA GOVERNING BOARD

SECRETARY'S CERTIFICATE

I, **ATTY. JUN FRED V. PARADO**, Acting Board Secretary V, Office of the Corporate Secretary, Office of the NTA Governing Board, National Tobacco Administration (NTA), with office address at 11th Floor Upper Class Bldg., Quezon Avenue, 1184 Quezon City, do hereby certify and attest under oath that during the 170th Regular Meeting of the NTA Governing Board, held on 11 January 2024, at the Board Room, 11th Floor Upper Class Bldg., Quezon Avenue, 1184 Quezon City, at which meeting a quorum is present, a Resolution was adopted, which remains in full force and effect, to wit:

BOARD RESOLUTION NO. 124, S. 2023
(AS AMENDED)

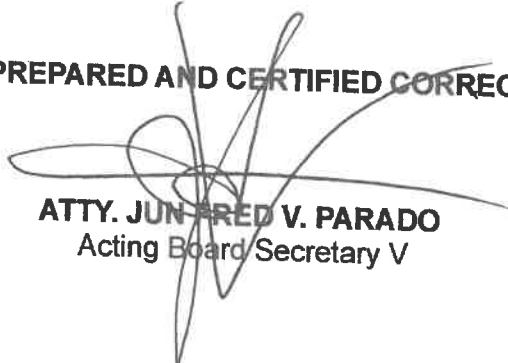
"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE NTA PROPOSED SALARY STEP ADJUSTMENT UNDER THE COMPENSATION AND POSITION CLASSIFICATION SYSTEM (CPCS).

RESOLVED FURTHER, THAT A COPY OF THIS RESOLUTION BE FURNISHED THE SECRETARY, DEPARTMENT OF AGRICULTURE, FOR HIS ENDORSEMENT TO THE GOVERNANCE COMMISSION FOR GOCCs (GCG), AS A NECESSARY REQUIREMENT FOR APPROVAL.

RESOLVED FINALLY, THAT THE PROPOSED REVISIONS SHALL HAVE A RETROACTIVE EFFECT FROM THE EFFECTIVITY OF THE CPCS ON 05 OCTOBER 2021, SUBJECT TO GCG APPROVAL.

UNANIMOUSLY APPROVED...."

PREPARED AND CERTIFIED CORRECT:


ATTY. JUN FRED V. PARADO
 Acting Board Secretary V

SUBSCRIBED AND SWORN TO BEFORE ME, a Notary Public for and in Quezon City, this 15 day of May 2024, in Quezon City, Philippines, Affiant having exhibited to me his Competent Evidence of Identity, to wit: Passport ID No. P6848496A; Valid Until April 19, 2028; Issued At DFA-Baguio City, Philippines, who is known to me personally and took his affirmation in his presence.

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. 300844 / 01-02-2024 / PASIG CITY
 PTR NO. 2776711 / 01-02-2024 / COT. CITY
 MCLE NO. VIII-0004620 / 11-07-2023 / PASIG CITY
 RGH BLDG. TIMOG COR. PANAY AVE., Q.C.

DOC NO. 81
 PAGE NO. 20
 BOOK NO. 17
 SERIES OF 2024



OFFICE OF THE NTA GOVERNING BOARD

**EXCERPTS FROM THE MINUTES OF THE
ONE HUNDRED AND SIXTY-FIFTH (165th) REGULAR MEETING
OF THE NTA GOVERNING BOARD, HELD AT THE NTA BOARD ROOM
11TH FLOOR, UPPER CLASS BUILDING, QUEZON AVENUE, QUEZON CITY
17 AUGUST 2023**

BOARD RESOLUTION NO. 123, S. 2023

"BE IT RESOLVED, AS IT IS HEREBY RESOLVED, THAT THE NTA GOVERNING BOARD APPROVES THE CONFIRMATION OF SIX (6) PROMOTIONAL AND/OR ORIGINAL APPOINTMENTS TO VACANT PLANTILLA POSITIONS, AS FOLLOWS:

- | | |
|--------------------------------|--|
| 1. ADONIS D. LAZO | DEPARTMENT MANAGER III (JG-14)
CANDON BRANCH OFFICE |
| 2. RANDY I. ABELLA | DEPARTMENT MANAGER III (JG-14)
ILOCOS NORTE BRANCH OFFICE |
| 3. ALICIA A. MALAB | CHIEF AGRICULTURIST (JG-12)
CAGAYAN BRANCH OFFICE |
| 4. LAGRIMAS B. BELTRAN | SUPERVISING TPRO (JG-12)
ISABELA BRANCH OFFICE |
| 5. LORELIE B. FIGAROLA | ACCOUNTANT IV (JG-12)
FINANCE DEPARTMENT |
| 6. LAYCA MAE G. CAVINTA | FINANCIAL ANALYST I (JG-8)
FINANCE DEPARTMENT |

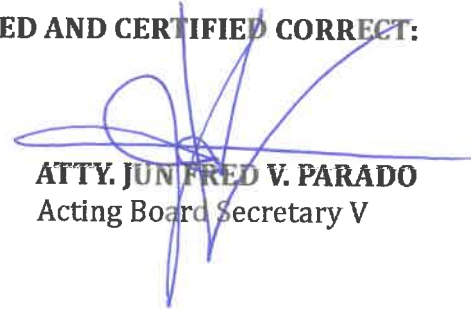
UNANIMOUSLY APPROVED...."



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ISO 9001: 2015 QMS CERTIFIED



PREPARED AND CERTIFIED CORRECT:



ATTY. JUN FRED V. PARADO
Acting Board Secretary V

ATTESTED:



BELINDA S. SANCHEZ, CPA
Administrator & CEO
& Vice-Chairperson, NTA Governing Board