

**NATIONAL TOBACCO ADMINISTRATION (NTA)**  
**Interim Performance Scorecard**

Indicator	Weight	Targets	Accomplishment		CGO-B Validation		Supporting Documents	Remarks												
	2013	2013	Actual	Rating	Score	Rating														
<b>MFO 1 – Production Assistance</b>																				
<b>Quantity 1: No. of farmers provided with production assistance</b>	10%	15,570																		
Tobacco	4%	3,704	8,297	3.58%	11,774	4%	<ul style="list-style-type: none"> <li>Summary Report for Crop Year (CY) 2012-2013 as of June 30, 2014</li> <li>Cascaded Performance Targets/Accomplishments of Candon, Vigan, and Batac Branch Offices (sample)</li> </ul>	<ul style="list-style-type: none"> <li>11,774 farmers are broken down per type of assistance as follows: <table border="1"> <tr> <td>w/ Financial Assistance</td> <td>4,637</td> </tr> <tr> <td>w/o Financial Assistance</td> <td>7,137</td> </tr> </table> </li> <li>Beneficiaries without financial assistance pertain to farmers who partner with private firms that were provided technical support by NTA.</li> <li>Sampling information was obtained during the ocular visit conducted by GCG officers in Batac, Candon and Vigan branches on 12 February 2014.</li> </ul>	w/ Financial Assistance	4,637	w/o Financial Assistance	7,137								
w/ Financial Assistance	4,637																			
w/o Financial Assistance	7,137																			
Rice	2%	1,700	1,882	2.21%	1,872	2%	<ul style="list-style-type: none"> <li>Summary Report for Wet Season of 2013 as of June 30, 2014</li> <li>Cascaded Performance Targets/Accomplishments of Candon, Vigan, and Batac Branch Offices (sample)</li> </ul>	<ul style="list-style-type: none"> <li>1,872 farmers are broken down per provinces as follows: <table border="1"> <tr> <td>Abra</td> <td>150</td> </tr> <tr> <td>Ilocos Norte</td> <td>329</td> </tr> <tr> <td>Candon</td> <td>471</td> </tr> <tr> <td>Vigan</td> <td>274</td> </tr> <tr> <td>La Union</td> <td>315</td> </tr> <tr> <td>Pangasinan</td> <td>156</td> </tr> </table> </li> </ul>	Abra	150	Ilocos Norte	329	Candon	471	Vigan	274	La Union	315	Pangasinan	156
Abra	150																			
Ilocos Norte	329																			
Candon	471																			
Vigan	274																			
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Indicator	Weight	Targets	Accomplishment		CGO-B Validation		Supporting Documents	Remarks												
	2013	2013	Actual	Rating	Score	Rating														
								<table border="1"> <tr> <td>Isabela</td> <td>177</td> </tr> </table> <ul style="list-style-type: none"> <li>Sampling information was obtained during the ocular visit conducted by GCG officers in Batac, Candon and Vigan branches on 12 February 2014.</li> </ul>	Isabela	177										
Isabela	177																			
Renewable energy	2%	1,500	1,502	2.00%	1,449	1.93%	<ul style="list-style-type: none"> <li>Summary Report for each Province per planting batch for CY 2013-2014</li> <li>Cascaded Performance Targets/Accomplishments of Candon, Vigan, and Batac Branch Offices (sample)</li> </ul>	<ul style="list-style-type: none"> <li>1,449 farmers are broken down per provinces as follows: <table border="1"> <tr> <td>Abra</td> <td>127</td> </tr> <tr> <td>Ilocos Norte</td> <td>351</td> </tr> <tr> <td>Candon</td> <td>220</td> </tr> <tr> <td>Vigan</td> <td>144</td> </tr> <tr> <td>La Union</td> <td>347</td> </tr> <tr> <td>Pangasinan</td> <td>260</td> </tr> </table> </li> <li>Figure for Candon was modified from 174 to 220 since the latter pertain to submission of Candon branch during the GCG ocular visit per list of NTA field officer in-charge.</li> </ul>	Abra	127	Ilocos Norte	351	Candon	220	Vigan	144	La Union	347	Pangasinan	260
Abra	127																			
Ilocos Norte	351																			
Candon	220																			
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AgriPinoy	2%	8,667	386	0.09%	383	0.09%	<ul style="list-style-type: none"> <li>Detailed Listing of AgriPinoy hog growers for CY 2013 as of June 30, 2014</li> </ul>	<ul style="list-style-type: none"> <li>Figure was modified from 386 to 383, the latter was based on the detailed list of farmer names while the former, from the summary report of Candon branch.</li> </ul>												
<b>Quantity 2:</b> Value of production assistance (P Mil)	10%	P 218.58 M																		
Tobacco	4%	P 100 M	47,057,782	1.88%	112,157,926	4%	<ul style="list-style-type: none"> <li>Summary Report for Crop Year (CY) 2012-2013 as of June 30, 2014</li> <li>Cascaded Performance</li> </ul>	<ul style="list-style-type: none"> <li>The P112.16 Million financial assistance was given to the 4,637 farmer beneficiaries mentioned in the first indicator.</li> </ul>												

Indicator	Weight	Targets	Accomplishment		CGO-B Validation		Supporting Documents	Remarks								
	2013	2013	Actual	Rating	Score	Rating										
							Targets/Accomplishments of Candon, Vigan, and Batac Branch Offices (sample)									
Rice	2%	₱ 17 M	18,592,698	2.19%	17,941,247	2%	<ul style="list-style-type: none"> <li>Summary Report for Wet Season of 2013 as of June 30, 2014</li> <li>Cascaded Performance Targets/Accomplishments of Candon, Vigan, and Batac Branch Offices (sample)</li> </ul>	<ul style="list-style-type: none"> <li>The ₱17.94 Million financial assistance in rice was given to the 1,872 farmer beneficiaries mentioned in the first indicator.</li> </ul>								
Renewable energy	2%	₱ 49.58 M	36,132,711	1.46%	33,432,711	1.35%	<ul style="list-style-type: none"> <li>Status Report on amounts of projects as of December 31, 2013</li> </ul>	<ul style="list-style-type: none"> <li>₱33.43 Million released amount is broken down as follows (in Million Pesos):</li> </ul> <table border="1"> <tr> <td>Tree Nursery</td> <td>₱ 5.41</td> </tr> <tr> <td>Kabuhayan Tree</td> <td>24.45</td> </tr> <tr> <td>Bamboo Nursery</td> <td>.64</td> </tr> <tr> <td>Kabuhayan Bamboo</td> <td>2.93</td> </tr> </table>	Tree Nursery	₱ 5.41	Kabuhayan Tree	24.45	Bamboo Nursery	.64	Kabuhayan Bamboo	2.93
Tree Nursery	₱ 5.41															
Kabuhayan Tree	24.45															
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Kabuhayan Bamboo	2.93															
AgriPinoy	2%	₱ 52 M	37,325,688	1.44%	33,582,790.00	1.29%	<ul style="list-style-type: none"> <li>Detailed Listing of AgriPinoy hog growers for CY 2013 as of June 30, 2014</li> </ul>	<ul style="list-style-type: none"> <li>The ₱33.58 Million financial assistance in AgriPinoy was given to the 383 farmers beneficiaries mentioned in the first indicator.</li> </ul>								
<b>Financial: Collection Efficiency</b>	8%															
Tobacco	5%	85%	83%	4.16%	85.02%	5%	<ul style="list-style-type: none"> <li>Summary Report for CY 2012-2013 as of June 30, 2014</li> </ul>	<ul style="list-style-type: none"> <li>Of the ₱112,157,926 financial assistance, ₱95,354,085 or 85.02% was collected during 2013.</li> </ul>								
Rice	3%	97%	97%	2.92%	97.22%	3%	<ul style="list-style-type: none"> <li>Summary Report for Wet Season of 2013 as of June 30, 2014</li> </ul>	<ul style="list-style-type: none"> <li>Of the ₱17,941,247 financial assistance, ₱17,441,886 or 97.22% was collected during 2013.</li> </ul>								
<b>Timeliness:</b>	2%	80%	100%	2.50%	100%	2%	<ul style="list-style-type: none"> <li>Summary Report of Applications</li> </ul>	<ul style="list-style-type: none"> <li>While the records submitted are in order it is suggested that NTA put</li> </ul>								

Indicator	Weight	Targets	Accomplishment		CGO-B Validation		Supporting Documents	Remarks
	2013	2013	Actual	Rating	Score	Rating		
Percentage of applications approved within one (1) working day (WD)							<ul style="list-style-type: none"> <li>Records Logbook</li> </ul>	in place a sound record-keeping and database management to facilitate data entry and retrieval
<i>Sub-total</i>	30%			24.43%		26.66%		
<b>MFO 2: Research and Development Services</b>								
<b>Quantity 1:</b> No. of research projects/studies completed:								
a. Industrial/other or alternative uses of tobacco	5%	1	1	5%	1	5%	<ul style="list-style-type: none"> <li>2013 Accomplishment Report on the Study "Technology Enhancement for Tobacco Handmade Paper Production"</li> <li>Research Proposal</li> <li>Training Report on the implementation of the study</li> </ul>	<ul style="list-style-type: none"> <li>During the ocular visit of GCG officers on 12 February 2014 in Batac Ilocos Norte, the finished handmade paper products were displayed on the laboratory.</li> </ul>
b. No. of studies related to standards and quality assurance completed	5%	2	2	5%	2	5%	<ul style="list-style-type: none"> <li>Accomplishment Report</li> </ul>	<ul style="list-style-type: none"> <li>Studies are entitled: <ul style="list-style-type: none"> <li>"Annual Physical and Chemical Evaluation of Philippine Imported Tobacco Leaf (Virginia, Burley and Cigar Filler : Total Alkaloids as Nicotine of Philippine Grown (Neutral and Improved/Topped) and Imported Burley Tobacco"; and</li> <li>"Annual Physical and Chemical Evaluation of Manufactured Tobacco Products (Cigarettes): Determination of "tar" level of Local and Imported Cigarettes under Different Brand</li> </ul> </li> </ul>

Indicator	Weight	Targets	Accomplishment		CGO-B Validation		Supporting Documents	Remarks		
	2013	2013	Actual	Rating	Score	Rating		Classification"		
<b>Quantity 2:</b> No. of research results/studies incorporated in the technology manual	10%	2	2	10%	2	10%	<ul style="list-style-type: none"> <li>Accomplishment Report on studies Entitled "Efficacy Evaluation of 10-18-24 Inorganic Fertilizer on the Growth, Yield and Quality of Tobacco"; and "Improvement of Curing Structures and Processes for Virginia Tobacco: Verification of Anawang Furnaces of Flue-curing and Multi-Crop Drying"</li> </ul>	<ul style="list-style-type: none"> <li>During the ocular visit of GCG officers on 12 February 2014 in Batac Ilocos Norte, inorganic fertilizer bottles were displayed on the laboratory and three (3) improved furnaces were visited onsite.</li> </ul>		
<i>Sub-total</i>	20%			20.00%		20.00%				
<b>MFO 3: Regulatory Services</b>										
<b>PI Set 1: Licensing of trading centers / importers / exporters / transhippers / cigarette manufacturers</b>										
<b>Quantity 1:</b> No. of applications for licensing/permit/authority/ accreditation (new or renewal ) acted upon	3%	360	355	2.96%	355	2.96%	<ul style="list-style-type: none"> <li>Details of Accomplishment Report (summary and lists of licenses/permits/clearances)</li> <li>Sample licenses, permits and certifications (onsite)</li> </ul>	<ul style="list-style-type: none"> <li>While the records submitted are in order it is suggested that NTA put in place a sound record-keeping and database management to facilitate data entry and retrieval for all regulatory activities (licensing, enforcement and monitoring).</li> <li>The following entities are issued with licensing / permit / authority / accreditation in 2013:  <table border="1" data-bbox="1780 1340 2097 1372"> <tr> <td>Field representatives</td> <td>200</td> </tr> </table> </li> </ul>	Field representatives	200
Field representatives	200									

Indicator	Weight	Targets	Accomplishment		CGO-B Validation		Supporting Documents	Remarks																				
	2013	2013	Actual	Rating	Score	Rating																						
								<table border="1"> <tr><td>Trading Centers</td><td>48</td></tr> <tr><td>Wholesale Tobacco Dealers</td><td>10</td></tr> <tr><td>Re-drying Plants</td><td>4</td></tr> <tr><td>Exporters</td><td>27</td></tr> <tr><td>Importers</td><td>36</td></tr> <tr><td>Transshippers</td><td>11</td></tr> <tr><td>Manufactures</td><td>11</td></tr> <tr><td>Extension Buying Stations</td><td>3</td></tr> <tr><td>(certifications)</td><td>5</td></tr> <tr><td><b>TOTAL</b></td><td><b>355</b></td></tr> </table>	Trading Centers	48	Wholesale Tobacco Dealers	10	Re-drying Plants	4	Exporters	27	Importers	36	Transshippers	11	Manufactures	11	Extension Buying Stations	3	(certifications)	5	<b>TOTAL</b>	<b>355</b>
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<b>TOTAL</b>	<b>355</b>																											
<b>Quantity 2:</b> Percentage of applications approved within the day	2%	25%	26%	2.10%	28.17%	2.00%	<ul style="list-style-type: none"> <li>Details of Accomplishment Report (summary and lists of licenses/permits/clearances)</li> </ul>	<ul style="list-style-type: none"> <li>While the records submitted are in order it is suggested that NTA put in place a sound record-keeping and database management to facilitate data entry and retrieval.</li> </ul>																				
<b>PI Set 2: Monitoring</b>																												
<b>Quantity 1:</b> Percentage of entities subject to random (on-the-spot) inspection/monitoring	3%	28%	22%	2.36%	21.13%	2.26%	<ul style="list-style-type: none"> <li>Details of Accomplishment Report (summary and lists of licenses/permits/clearances)</li> </ul>	<ul style="list-style-type: none"> <li>As represented by NTA, goods and/or facilities of entities which have established a "good track record" or having complied with all the requirements and incurred no violations in the recent past are no longer subject to random inspection.</li> <li>It is recommended that a standard (i.e. formal definition of "good standing/track record", observation period, etc.) should be adopted for the random inspection. Further, entities with a good track record shall also be monitored.</li> </ul>																				
<b>Quantity 2:</b> Percentage of compliance to conditions of issued	5%	97%	37%	1.91%	96.60%	4.98%	<ul style="list-style-type: none"> <li>Details of Accomplishment Report (summary and lists of licenses/permits/clearances)</li> </ul>	<ul style="list-style-type: none"> <li>Compliance to conditions refers to the conformity of the entities on the conditions specific to the</li> </ul>																				

Indicator	Weight	Targets	Accomplishment		CGO-B Validation		Supporting Documents	Remarks								
	2013	2013	Actual	Rating	Score	Rating										
license/commodity clearances							<ul style="list-style-type: none"> <li>Monitoring Report Sample</li> </ul>	<ul style="list-style-type: none"> <li>licenses / permits / authorization and per transaction made.</li> <li>While the records submitted are in order it is suggested that NTA put in place a sound record-keeping and database management to facilitate data entry and retrieval.</li> </ul>								
<b>Quality:</b> Percentage of complaints received and resolved within the same day	2%	83%	100%	2.41%	100%	2%	<ul style="list-style-type: none"> <li>Notes on Complaints Received and Resolved within the day.</li> </ul>	<ul style="list-style-type: none"> <li>The two (2) complaints received by NTA in 2013 pertain to counterfeit cigarettes.</li> <li>It is recommended that NTA create a mechanism which shall document and keep records of the complaints received and the manner they are resolved.</li> </ul>								
<b>PI Set 3: Enforcement</b>																
<b>Quantity 1:</b> Percentage of export / import / transshipment commodity clearances issued	5%	20%	36%	9.00%	36.21%	5%	<ul style="list-style-type: none"> <li>Details of Accomplishment Report (summary and lists of licenses/permits/clearances)</li> </ul>	<ul style="list-style-type: none"> <li>Target for 2013 is to issue 5,131 commodity clearances (export, import and transshipment).</li> <li>In 2013, NTA issued the following commodity clearances: <table border="1" data-bbox="1803 938 2104 1045"> <tr> <td>Export</td> <td>3,581</td> </tr> <tr> <td>Import</td> <td>3,193</td> </tr> <tr> <td>Transshipment</td> <td>215</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>6,989</b></td> </tr> </table> </li> </ul>	Export	3,581	Import	3,193	Transshipment	215	<b>TOTAL</b>	<b>6,989</b>
Export	3,581															
Import	3,193															
Transshipment	215															
<b>TOTAL</b>	<b>6,989</b>															
<b>Timeliness:</b> Percentage of violations resolved within the day	5%	83%	100%	6.02%	69.60%	4.19%	<ul style="list-style-type: none"> <li>Details of Accomplishment Report (summary and lists of licenses/permits/clearances)</li> <li>Note on Violations Resolved within the day.</li> </ul>	<ul style="list-style-type: none"> <li>Of the 250 violations or non-compliance, 174 were resolved /acted within the day.</li> <li>It is recommended that NTA build a database to facilitate the monitoring of compliance and/or violations.</li> </ul>								
<b>PI Set 4: Financial</b>																

Indicator	Weight	Targets	Accomplishment		CGO-B Validation		Supporting Documents	Remarks
	2013	2013	Actual	Rating	Score	Rating		
<b>Financial:</b> Percentage increase in income from issuance of licenses/clearances	25%	7%* ₱98 M	5% ₱96,914,325	20.36%	4.99% ₱97,008,407	20.58%	<ul style="list-style-type: none"> <li>• FY 2012 COA Audited FS</li> <li>• FY 2013 NTA Unaudited FS</li> </ul>	<p>* (Correction) The 2012 baseline is at ₱92,399,404, thus the 2013 Target should be adjusted to <b>6.06%</b> instead of the stated 7% increase in the Scorecard to reflect the ₱98,000,000 goal.</p> <ul style="list-style-type: none"> <li>• 2012 Revenues from Permits and Licenses (COA audited FS): 92,408,604 includes 9,200 from Registration Fees</li> <li>• 2013 Revenues from Regulatory Services: 97,008,407.00</li> <li>• Increase amounted to ₱4,609,003.00</li> <li>• Amounts taken pertain to "Permit and Licenses" account which includes: 1) Research &amp; Regulation Fees, 2) Processing Fees, 3) Inspection Fees, Monitoring Fees, 4) Comprehensive Enhancement Fees, and 5) License Fees.</li> </ul>
<i>Sub-total</i>	50%			47.11%		43.97%		
<b>TOTAL WEIGHTS</b>	<b>100.00%</b>			<b>91.54%</b>		<b>90.63%</b>		