

**National Food  
Authority  
4th Quarter  
Accomplishment Report**

**(October - December 2018)**



## I. STABLE SUPPLY AND PRICE OF STAPLE CEREALS

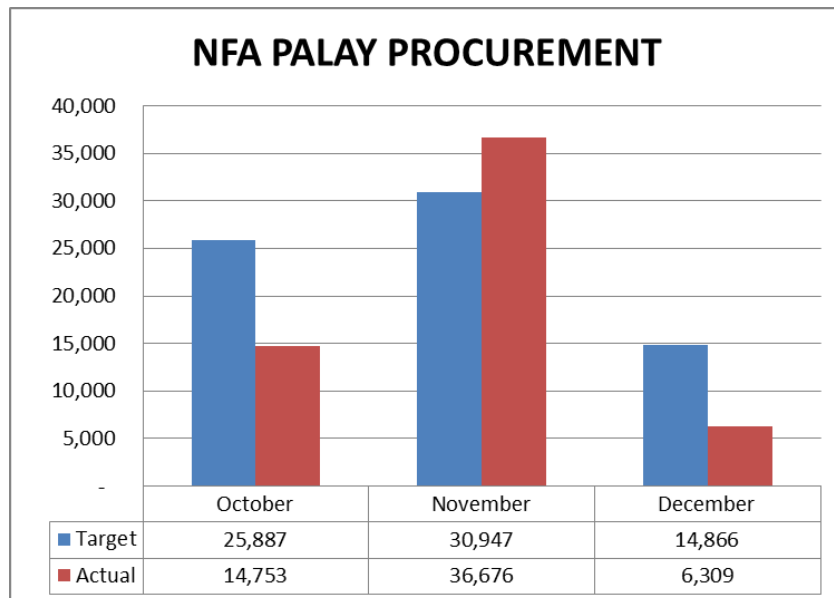
### PROCUREMENT

#### Palay

For the 4th quarter of 2018, NFA procured 57,738 metric tons of palay, which is 80.53% accomplishment of the quarter's target of 71,700 metric tons. This is 3,213 MT or 5.89% higher than the accomplishment for the same quarter last year of 54,525 MT.

The implementation of the Buffer Stocking Incentive (BSI) Scheme in October 2018 boosted NFA's procurement volume for the year to 61,784 metric tons, with November 2018 posting the highest procurement of 36,676 MT, or 119% accomplishment compared to November 2017 target of 30,947 MT. The BSI encouraged more palay farmers and farmer cooperatives/associations to deliver palay to the NFA. As a result, the NFA was able to increase its absorption rate to an average of 50%. Noteworthy is the 210% volume contribution of NFA Occidental Mindoro to NFA procurement.

#### NFA PALAY PROCUREMENT In Metric Tons For the 4<sup>th</sup> Quarter of 2018



## IMPORTATION

On October 18, 2018, bidding for the first 250,000 metric tons was conducted, but only 47,000 metric tons were contracted. The remaining 203,000 MT were approved by the NFA Council under a Government-to-Government scheme.

On November 13, 2018, a Government-to-Government bidding for the 203,000 metric tons of rice was conducted. The bid of Thailand and Vietnam was higher than the NFA reference price, thus, the Committee on Government-to-Government Procurement (CGGP) rejected their bids.

On December 2018, awards were given to winning bidders totaling to 750,000 metric tons to increase rice importation.

A Government-to-Government bidding for the 203,000MT was again conducted last November 28, 2018, and the winning bidders were:

Vietnam – 153,000MT @US\$469.80  
Thailand – 50,000MT @US\$469.80

On November 20, 2018, an open bidding for the 500,000MT was conducted and the winning bidders were:

| <u>Winning Bidder</u>                   | <u>Quantity</u> | <u>Contract price</u> |
|---|-----------------|-----------------------|
| Olam International Ltd.                 | 65,000          | US\$439.80            |
| Vinafood II                             | 118,000         | 465.80                |
| Olam International Ltd.                 | 40,000          | 425.80                |
| Olam International Ltd.                 | 30,000          | 432.10                |
| Shwe Wah Yaung<br>Agriculture Prod. Co. | 28,000          | 418.65                |
| Asia Golden Rice Co. Ltd.               | 45,000          | 458.00                |
| Asia Golden Rice Co. Ltd.               | 54,000          | 439.75                |
| Thai Capital Crops Co. Ltd.             | 45,000          | 439.75                |
| Olam International Ltd.                 | <u>75,000</u>   | 434.00                |
| <b>Total</b>                            | <b>500,000</b>  |                       |
|   | =====           |                       |

## DISTRIBUTION

For the 4th quarter of 2018, NFA distributed a total of 234,150 metric tons of rice, equivalent to 60.05% accomplishment of the quarter's target of 389,934 metric tons. This is 55,919 metric tons or 31.37% higher than the accomplishment for the same quarter last year of 178,231 metric tons.

### **RICE DISTRIBUTION In Metric Tons Comparative 4<sup>th</sup> Quarter of 2017 & 2018**

| <b>Month</b> | <b>2017</b>    | <b>2018</b>    | <b>% Change<br/>(2017/ 2018)</b> |
|--------------|----------------|----------------|----------------------------------|
| October      | 53,712         | 118,007        | 119.70                           |
| November     | 65,018         | 59,450         | (8.56)                           |
| December     | 59,501         | 56,693         | (4.72)                           |
| <b>TOTAL</b> | <b>178,231</b> | <b>234,150</b> | <b>31.37</b>                     |

## PRICES

### **Average Ex-Farm Prices vs NFA Buying Price**

(Price per kilogram)

4<sup>th</sup> Quarter of 2018 & 2017

| <b>Commodity</b> | <b>NFA Buying Price<br/>(In Peso/kg)</b> | <b>Average<br/>Ex-Farm Price<br/>(In Peso/kg)</b> | <b>Price<br/>Difference<br/>(In Peso/kg)</b> | <b>Average<br/>Ex-Farm Price<br/>(In Peso/kg)</b> | <b>Price<br/>Difference<br/>(In Peso/kg)</b> |
|------------------|--|---|--|---|--|
|                  |  | <b>2018</b>                                       |  | <b>2017</b>                                       |  |
| Palay            | 20.70*                                   | 20.43   | (0.27)                                       | 18.69   | (2.01)                                       |
| YGN              | 12.30                                    | 14.21   | 1.91   | 12.00   | (0.30)                                       |
| WGN              | 13.00                                    | 14.38   | 1.38   | 15.82   | 2.82   |

\*P17.00 + P3.00 Buffer Stocking Incentive (BSI)+ CDIF- P0.30/kg, Drying Fee – P0.20/kg, Delivery Fee – P0.20/kg

The average ex-farm price of palay for the 4<sup>th</sup> quarter of 2018 at P20.43/kg is slightly lower by P0.27/kg or 1.32% compared to the NFA buying price of P20.70/kg. This also posted a P2.01/kg lower price difference compared to the 4<sup>th</sup> quarter of 2017. For yellow corn grains, the average ex-farm price of P14.21/kg higher is by P1.91/kg than the NFA buying price of P12.30/kg, but lower by P0.30/kg compared to the same period of 2017. On the other hand, the average ex-farm price of white corn grains at P14.38/kg posted higher price difference of P1.38/kg and P2.82/kg compared to the 4<sup>th</sup> quarter of 2017 and NFA buying price, respectively.

**Average Prevailing Wholesale/ Retail Price of Rice and Corn**  
(Peso per kg)  
4th Quarter of 2018

| Commodity        | Average Price<br>2018 (4th Q) | Average Price<br>2017 (4th Q) | Price Difference<br>(In peso per kg) |
|------------------|-------------------------------|-------------------------------|--------------------------------------|
| <b>Wholesale</b> |                               |                               |                                      |
| WMR              | 43.25                         | 39.18                         | 4.07                                 |
| RMR              | 40.24                         | 35.65                         | 4.59                                 |
| YGN              | 20.66                         | 18.60                         | 2.06                                 |
| WGN              | 20.89                         | 19.73                         | 1.16                                 |
| <b>Retail</b>    |                               |                               |                                      |
| WMR              | 46.89                         | 42.21                         | 4.68                                 |
| RMR              | 43.45                         | 38.03                         | 5.42                                 |
| YGN              | 25.73                         | 22.47                         | 3.26                                 |
| WGN              | 28.17                         | 30.07                         | (1.19)                               |

For the 4th quarter of 2018, wholesale and retail prices of WMR and RMR significantly increased compared to 2017, recorded at ₱4.07/kg and ₱4.59/kg and ₱4.68/kg and ₱5.42/kg, respectively. Except for a decrease of ₱1.19/kg in the retail price of white corn grains (WGN), while increases were noted in the prices of yellow (YGN) and white (WGN) corn grains at ₱2.06/kg and ₱3.26/kg in the wholesale level, and at ₱1.16/kg in the wholesale level of white corn (WGN) as compared with same quarter last year at ₱19.73/kg.

## II. BUFFER STOCK OF STAPLE CEREALS EFFECTIVELY MANAGED

### RICE STOCK INVENTORY

As of December 31, 2018, NFA stock inventory was 2,016,328 bags (total rice equivalent –TRE) or 100,816.40 MT, based on the 2018 national rice consumption requirement of 32,013 metric tons, good to last for 3.15 days. Based on the Average Daily Sales (ADS) of 2,938 metric tons, and a market participation of 9.18%, the stocks would last for 33.33 days. While the rice stock inventory for the same period last year of 106,447.1 metric tons, was good to last for 3 days, based on the 2017 national daily rice consumption requirement of 31,463 metric tons.

## **NATIONAL QUALITY ASSESSMENT (QSAR) OF NFA STOCKS**

| Classification/<br>Condition of<br>stocks | 4 <sup>th</sup> Quarter 2018 |                   | 4 <sup>th</sup> Quarter 2017 |                   |
|---|------------------------------|-------------------|------------------------------|-------------------|
|   | Quantity<br>(In 50-kg bag)   | PERCENTAGE<br>(%) | Quantity<br>(In 50-kg bag)   | PERCENTAGE<br>(%) |
| Good Quality                              | 2,063,019                    | 89.1096           | 2,777,893                    | 89.14             |
| Treated                                   | 252,137                      | 10.8900           | 334,383                      | 10.73             |
| For Treatment                             | 0.00                         | 0.000             | 2,438                        | 0.08              |
| Total for<br>Disposition                  | 92                           | 0.0004            | 1,778                        | 0.05              |
| - Sweepings                               | 0.00                         |                   | 1,036.6                      |                   |
| - Partially<br>Damaged                    | 44                           |                   | 595.5                        |                   |
| - Totally<br>Damaged                      | 48                           |                   | 145.7                        |                   |
| <b>TOTAL</b>                              | <b>2,315,248</b>             | <b>100%</b>       | <b>3,116,492</b>             | <b>100%</b>       |

The total average volume of NFA stored grains assessed for the 4th quarter of 2018 is 2,315,248 composed of palay, milled rice and corn grits. This is 25.71% lower compared to the average volume assessed for the same period in 2017 of 3,116,492 bags. Stocks fit as food (rice) represent 99.9996% of the total assessed grains for the 4<sup>th</sup> quarter of 2018 and 99.95% for the same quarter last year. Stocks for disposition for the 4<sup>th</sup> quarter of 2018 averaged at 92 bags, composed of partially and totally damaged stocks. As a result of the good warehouse-keeping practices implemented by NFA, there are no stocks for treatment and no sweepings recorded for the 4<sup>th</sup> quarter of 2018. It was a good/improved record compared to about 2,438 bags for treatment and 1,036.6 bags of sweepings in the last quarter of 2017.

### **FOOD DEVELOPMENT CENTER**

#### **Testing**

- Performed 28 physical and sensory evaluation, 505 chemical analyses, 251 microbiological, and ten microanalytical quality evaluations.
- Other activities included the testing of packaging materials and label evaluation; heat penetration and heat distribution test to establish and/or evaluate adequacy of thermal processes of canned goods; shelf life testing to establish shelf life of various packaged products; and the conduct of seminar/training.

### **Research and Development**

- Development and Implementation of R & D projects
  - Prepared five project proposals – Oligo powder, Bihon, Guyabano, Calamansi & Macapuno.
  - Prepared progress report for “Arsenic in Rice” project.
  - Prepared three final reports on Product Development of Calamansi, Garlic (Identification of hair specimen).

### **Quality Assurance**

- Implemented six pilot plant projects
- Conducted inspection of 40 plant inspection plants, 27 inspection checklist and 12 plant inspection reports.

### **Training Programs**

- Implemented/conducted one training course to the food industry and government agencies.
- Designed and/or developed Hands-on Training on the Microbiological Analysis of Various Spore formers
- Prepared/revised six training course materials.
- Prepared six evaluation reports on the implementation of training courses.

### **Industry Liaison**

- Evaluated 107 clients’ technical inquiries, which analyses/services to be recommended to FDC to meet international standards
- Maintained FDC website and FDC WIFI network
- Monitored and delivered 494 FDC technical reports to stakeholders

### **ISO Compliance**

- Implemented 38 QA activities for testing laboratories
- Monitored, reviewed and verified effectiveness of 38 ISO documents
- Prepared two audit reports for ISO 9001:2015

Operational accomplishment of FDC representing served services to clients for the 4th quarter of 2018 amounted to ₱1,482,424.62. Income from collections received from clients’ request for FDC services (RFDCS) is ₱1,213,683.91.

### III. DEVELOPMENTAL REGULATION OF THE GRAINS INDUSTRY IMPLEMENTED AND ENFORCED

#### REGISTERED/LICENSED GRAINS BUSINESSMEN

| Particulars                        | Amount Collected<br>(In Pesos) | Amount Collected<br>(In Pesos) | Percent<br>Inc/(Dec) |
|------------------------------------|--------------------------------|--------------------------------|----------------------|
|                                    | 2018                           | 2017                           |                      |
| R/L Fees Collection                | 14,258,673.44                  | 7,935,974.10                   | 79.67                |
| Mobile Licensing                   | -                              | 861,925.31                     |                      |
| Advance Collections (2018-2020)    | 173,141.00                     | 224,125.00                     | (22.75)              |
| 2018 Applicants: 96                | -                              | 185,680.00                     |                      |
| 2019 Applicants: 18/211            | 140,911.00                     | 37,125.00                      |                      |
| 2020 Applicants: 2/14              | 30,910.00                      | 1,320.00                       |                      |
| 2021 Applicants: 1                 | 1,320.00                       |                                |                      |
| No. of R/L Applicants              | 2,907                          | 2,119                          | 37.19                |
|                                    |                                |                                |                      |
| METAL PLATES (@ P200/pc)           |                                |                                |                      |
| - No. of Issuances of Metal Plates | 1,425                          | 1,136                          | 25.44                |
| - Amount                           | 285,000.00                     | 227,200.00                     | 25.44                |

For the 4<sup>th</sup> quarter of 2018, the NFA registered and licensed 2,907 applicants, 37.19% higher than the 2,119 applicants for the same period last year. Total R/L collections on grains business activities for the 4<sup>th</sup> quarter of 2018 amounted to ₱14,258,673.44, a 79.67% increase from the collections during the 4<sup>th</sup> quarter of 2017. Advance collections for licenses amounted to ₱173,141.00 for the 117 applicants, while no collection for mobile licensing was recorded for the quarter. There were 1,425 metal plates issued/sold, amounting to ₱285,000.00 for the 4<sup>th</sup> quarter of 2018 posting an increase of 25.44% from the 1,136 metals plates issued/ sold for the same quarter last year.

#### ENFORCEMENT AND INVESTIGATION

Nationwide enforcement accomplishment for the 4<sup>th</sup> quarter of 2018: Inspected 38,139 business establishments, apprehended 1,957 grains businessmen with 20,848 violations resolved, and collected a total of ₱839,706.06

| Particulars  | 4 <sup>th</sup> Quarter 2018 |
|--|------------------------------|
| 1. No. of grains business establishments inspected | 38,139                       |
| 2. No. of grains businessmen apprehended           | 1,957                        |
| 3. No. of apprehensions/violations resolved        | 20,848                       |
| 4. Total fees collected                            | 839,706.06                   |



Nationwide Regional/Provincial Consolidated Report on  
“Task Force NFA Kontra Abuso”

For the 4<sup>th</sup> Quarter of 2018, “Task Force Kontra Abuso” received 294 complaints, 231 were resolved, 55 are still for resolution of the concerned field offices, 5 are for investigation, and 3 are not NFA-related.

| <b>Particulars</b>          |            |
|-----------------------------|------------|
| 1. No. of messages received | 247        |
| 2. No. of calls received    | 45         |
| 3. No. of emails received   | 2          |
| <b>TOTAL</b>                | <b>294</b> |

Actions Taken:

| <b>Particulars</b>  |            |
|---|------------|
| 1. No. of complaints resolved                                       | 231        |
| 2. No. of complaints still pending with the concerned field offices | 55         |
| 3. No. of complaints subject for SSID investigation                 | 5          |
| 4. No. of complaints not NFA-related                                | 3          |
| <b>TOTAL</b>  | <b>294</b> |

#### **IV. MANAGEMENT EFFICIENCY AND COMPETENCY**

##### **CORPORATE PLANNING AND MANAGEMENT SERVICES**

###### **Information Technology/Systems Development/SOPs**

- The revised SOP submitted by the Manual Systems Development Division on the Implementing Guidelines on Designation, Fielding, Reassignment and Relief of Sr. SGOOs and Acting SGOOs has been approved.
- Roll-out or installation of two HURIS modules were completed in Regions I, II, III, IV, V, VIII, and NCR. Implementation and training of RAOs and PAOs were also completed in these regions, all in awareness of the Data Privacy Act of 2012. Firewall appliance, as required in the HURIS access were also installed, configured and implemented in all provincial offices nationwide.
- The development of the Electronic Integrated Financial Operations and Management Information System (e-IFOMIS) was at 96.99%. This covers the evaluation and validation of the results of pilot listings.

### **Corporate Planning**

- Prepared and submitted requirements/targets to the 2017-2022 Public Investment Program (PIP) under the Philippine Development Plan (PDP).
- Prepared report on the MANCOM and Joint EXCOM-MANCOM meetings.
- Prepared updates on AO 13
- The NFA, in partnership with the Korean Agency of Education, Promotion and Information Service in Food, Agriculture, Forestry and Fisheries (EPIS) spearheaded the Local Training on National Agri-Food Information System in the Philippines (NAIS) last December 14, 2018 at the LB Soriano Hall, SEAMEO INNOTECH, Commonwealth Avenue, Quezon City. The training was participated in by 19 participants from NFA Central Office and three Korean Subject Matter Experts from e-SUM Technologies and three Korean representatives from CrypTomato.

### **Corporate Development and/ or Evaluation**

- Divestment of Assets: On-going Complete Staff Work (CSW)
  - FLGC III Maragusan, Compostela Valley
  - Maramag, Bukidnon
  - Bugallon, North Ramon, Isabela
  - Catalunan, Grande
- Asset Rationalization Program (ARP) Committee
  - Attended the NFA Regional Engineers Conference as resource person on ARP matters.
  - Attended the Committee meeting to discuss the divestment of assets in General Santos City, Maitum, Catalunan Grande and Sto. Tomas, daval del Norte.

### **Monitoring and Reporting**

- Visibility Reports from Field Offices – Liaison with LGUs and Congressmen
- Attended COA briefing regarding the functions of ISD, GMOD, TRSD and FDC.

## **LEAP**

- Attended and prepared presentation materials on Budget Hearings in Congress (Plenary) and Senate for 2019.
- Attended Senate Hearing on TRAIN Law
- Attended the 7<sup>th</sup> Plenary meeting workshop on the Tariffication Bill
- Prepared NFA position paper on SB 1998: Rice Tariffication Bill
- Attended small group meeting on Senate Bill No. 1998
- Attended Congress PLLO Dialogue regarding disagreeing provisions on Rice Tariffication Bill
- Attended Congress meeting on HB Nos. 8252 and 8323 entitled CIFIT Act of 2009 “Capital Income and financial Intermediary Taxation”
- Attended Congress TWG meeting on HB 8252 and 8323

## **INTERNAL AUDIT SERVICES**

For the 4<sup>th</sup> quarter of 2018, the following audit services were conducted:

### **2) Audit Engagements**

- a) Special Audit on Distribution in Region III (N. Ecija, Bulacan, Tarlac & Pampanga), Region IV (Batangas, Palawan, Laguna & Quezon), Region V (Albay & Camarines Sur), Region VI (Iloilo & Negros Occidental), Region VII (Cebu & Bohol) and NCR (CDO, NDO, EDO & SDO). The special audit report is for finalization.
- b) E-IFOMIS TOLA Module Implementation – Pilot testing and roll-out in Batangas Provincial Office completed.
- c) Review of computation of Perpetual Leave Credits (PLCs) in HRMD – Two PLCs completed and seven PLCs on-going review.

### **3) Tolerable Allowance (TOLA)**

- a) Issued 50 Certifications of Stock (Grains and MTS) Accountabilities of NFA officials and rank and file employees, 13 of which are for fielding or designation of Stock Accountable Officers (SAOs) and the rest for purposes of retirement, resignation, death benefit claims, travel abroad, maternity sick leave and/or reassignment.

## **LEGAL AFFAIRS**

For the 4<sup>th</sup> quarter of 2018, undertook 23 activities pertaining to adjudication, documentation and litigation:

| <b>Adjudication</b>  |
|--|
| 1. Prepared and transmitted Formal Charge to AO for approval                             |
| 2. Received served copies of motions/other pleadings from respondents and served to H.O. |
| 3. Issued and served to respondents notice/s of pre-hearing conference                   |
| 4. Conducted Pre-Hearing Conference  |
| 5. Issued and served to respondents pre-hearing orders                                   |
| 6. Conducted formal hearings   |
| 7. Filed and served motions, justice appeals and pleadings to concerned parties          |
| 8. Conducted formal hearings   |
| 9. Issued subpoena ad testificandum  |
| 10. Submitted position papers  |
| 11. Drafted First Information Reports ( FIRs), decisions and resolutions                 |
| 12. Reproduced, served and mailed approved, final and executory decisions                |
| 13. Reconsidered resolution of motions for reconsideration                               |
| 14. Provided legal assistance to BAC, other committees at Central and field offices      |
| <b>Documentation &amp; Legal Research</b>  |
| 15. Reviewed and evaluated contract  |
| 16. Rendered opinions  |
| 17. Prepared memoranda on Notice of Disallowances  |
| 18. Attended Opening of Bids/Sealed Canvass  |
| 19. Attended Pre-Bid Conference (TWG)/ Post-Qualification                                |
| <b>Litigation</b>  |
| 20. Attended hearing/s   |
| 21. Prepared pleadings, memoranda & related documents                                    |
| 22. Prepared opinions, reports, requests, queries & communications                       |
| 23. Prepared Certifications/COC of no pending case                                       |

## **PUBLIC AFFAIRS**

1. Prepared and issued News Releases on NFA accomplishments, issues and concerns.
2. Prepared and issued Photo Releases.
3. Provided photo and video coverage on NFA and NFA related events.
4. Processed Freedom of Information (FOI) request for documents/information.
5. Prepared Invitations to Tri-media reporters to attend NFA events.
6. Maintained and Managed NFA Facebook and Twitter Account -Posted/Reposted PRs and News articles related to NFA, particularly on NFA rice importation and rice distribution.
7. Posted/shared news reports re: NFA rice distribution, Tagpuan, relief operations, palengke watch, market inspection, palay procurement, Ugnayan and SRP implementation.
8. Monitored and summarized highlights of news clippings about NFA, agriculture and other related issues.
9. Monitored and clipped news items on NFA corporate and agri-related issues and concerns; reproduced and provided copies to concerned NFA officials.
10. Answered and replied queries from NFA official facebook account.
11. Coordinated the publication of Bidding Notices in national dailies.
12. Relayed/ endorsed complaints to concerned offices/officials/employees.
13. Followed-up and ensured prompt compliance on complaints, endorsed compliance to the Office of the President.

## **FINANCE AND ADMINISTRATION**

### **Contribution to the Economy as of December 31, 2018**

As of December 31, 2018, NFA contributed a total of ₱760,142,456.10 to the country's economy in terms of the following economic activities:

| <b>Particulars</b>                              | <b>Amount</b>         |
|---|-----------------------|
| Palay Procurement                               | 606,272,018.81        |
| Corn Procurement                                | -                     |
| Rent Expenses                                   | 4,752,547.05          |
| Transportation & Deliveries Expenses            | 40,498,146.10         |
| General Services                                | 5,098,651.07          |
| Janitorial Services                             | 1,491,723.59          |
| Security Services                               | 32,272,408.97         |
| Drying  | 8,094,801.89          |
| Milling   | -                     |
| Handling  | 29,482,720.00         |
| Tax Withheld from Employees' Compensation       | 8,779,391.49          |
| Tax Withheld from Suppliers of Goods & Services | 23,400,047.13         |
| <b>TOTAL</b>                                    | <b>760,142,456.10</b> |

## HUMAN RESOURCE MANAGEMENT

### NFA Personnel Complement as of November 30, 2018

|  | No. of Positions    |                     |
|--|---------------------|---------------------|
| <b>Regular Plantilla</b>               |                     | <b>3,860</b>        |
| <b>Central Office</b>                  | <b><u>523</u></b>   |                     |
| Executive                              | 50                  |                     |
| Rank & File                            | 473                 |                     |
| <b>Field Office</b>                    | <b><u>3,337</u></b> |                     |
| Executive                              | 106                 |                     |
| Rank & File                            | 3,231               |                     |
| <b>CTI Personnel (Rank &amp; File)</b> |                     | <b><u>288</u></b>   |
| Central Office                         | 51                  |                     |
| Field Office                           | 237                 |                     |
| <b>Total</b>                           |                     | <b><u>4,148</u></b> |

### Trainings

For the 4<sup>th</sup> quarter of 2018, NFA facilitated the participation of 136 NFA officials and employees in 2 internal and 31 external trainings.

| TITLE   | No. Of Participants | Duration       |
|---|---------------------|----------------|
| <b>I. Internal Training</b>                                   | <b>84</b>           |                |
| 1. 2018 Regional Engineers Conference and Planning Workshop   | 53                  | November 13-15 |
| 2. Grains Classification for Internal Auditors                | 31                  | November 13-15 |
| <b>II. External Training</b>                                  | <b>52</b>           |                |
| 1. Basic Sensory Evaluation and Food Testing                  | 1                   | October 16-19  |
| 2. Social Media for Development                               | 6                   | October 29-30  |
| 3. Establishment of Preventive Maintenance System             | 1                   | October 3-5    |
| 4. Customer Relation Workshop                                 | 2                   | October 23-24  |
| 5. 1 <sup>st</sup> Legal Risk and Corporate Government Summit | 1                   | October 29-30  |
| 6. 66 <sup>th</sup> PSME National Convention                  | 2                   | October 17-20  |
| 7. Advance MS EXCELL 2013                                     | 1                   | October 3-5    |
| 8. Workplace Learning and Development Program                 | 1                   | October 9-12   |
| 9. Strategic HR   | 2                   | October 23-25  |
| 10. Program Course Design                                     | 1                   | October 3-4    |
| 11. SERVSAFE Food Protection Manager Certification Course     | 1                   | October 8-9    |
| 12. Effective Office Administration                           | 2                   | October 10     |
| 13. Brief Tobacco Intervention Training                       | 2                   | October 10-12  |
| 14. Competency-Based HR                                       | 1                   | November 7-9   |
| 15. OECD-ASEAN Outreach Event                                 | 1                   | November 4-7   |

| TITLE  | No. Of Participants | Duration       |
|--|---------------------|----------------|
| 16. e-government Project Management Seminar            | 2                   | November 12-16 |
| 17. 44 <sup>th</sup> PAGBA Quarterly Seminar           | 3                   | November 21-24 |
| 18. 73 <sup>rd</sup> PICPA Convention (Region 8)       | 1                   | November 22-24 |
| 19. SDC Track 1 (Region 11)                            | 2                   | November 21-24 |
| 20. Property & Supply Management System (Region 7)     | 2                   | November 26-29 |
| 21. 73 <sup>rd</sup> PICPA Convention (Region 11)      | 2                   | November 22-24 |
| 22. 44 <sup>th</sup> Quarterly PAGBA (Region 5)        | 2                   | November 21-24 |
| 23. 08 (Region 6)                                      | 1                   | November 12-17 |
| 24. S/W on Updates on IRR of RA9185 (Region 7)         | 1                   | November 8-9   |
| 25. ORA-OHRA (Region 8)                                | 2                   | November 13-15 |
| 26. PHILGEPS Buyers Training (Region 9)                | 2                   | November 26-27 |
| 27. Effective Business Writing (Region 13)             | 1                   | November 12-13 |
| 28. Tax Updates and Implementation of TRAIN (Region 8) | 1                   | November 8     |
| 29. SDC Track 1 (Region 2)                             | 1                   | November 13-15 |
| 30. PAPFI-FPA Training (Region 2)                      | 3                   | November 13-15 |
| 31. CPA Fumigators (Region 13)                         | 1                   | November 8     |
| <b>TOTAL</b>   | <b>136</b>          |                |

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