

agency_abbrv	agency_name	title	description	file_format	online_publication	location_or_url	disclosure	original_data_owner	data_maintainer	date_released (or coverage)	frequency_of_update
Agency abbreviation	Name of agency (spelled out)	Title of the information	Description of the information	CSV, XLS, SHP, KML, TXT, PDF, DOC, Standard (hard copy) etc.	Yes/No	Location of published information or URL for direct download	Whether the information is either of the following: - public: info can be disclosed for public consumption regardless of identity - exception: info is under the Exceptions List - internal: info only for agency consumption - with fee: info can be disclosed but with corresponding charges based on the agency's mandate/policies/business model - limited: info, upon verification of the requesting party's identity, can only be disclosed to specific person/s and/or entity/ies	Agency or office who originally owns the information	Unit responsible for the information	The date when the information was initially released (YYYY-MM-DD)	Daily, Annually, Biannually, Quarterly, Monthly
NFA	NATIONAL FOOD AUTHORITY	Masterlist of Applicants of Registered/Licensed Grains Businessmen	*Profile of licensed grains businessmen engaged in the different lines of activity in the grains business. *Information on name and business name/address of applicants, lines of activity engaged and capitalization.	xls	no	N/A	Internal	NFA	ISD		Monthly
		Top 15 Grains Businessmen	*Top 15 grains businessmen (gb) in the following line of activities:Retailing/Wholesaling/Retailing-Wholesaling/Milling/Warehousing. *Information on name, business name/ address, NFA control number, capitalization, units, type, input/storage capacity of mills and warehouses.	xls	no	N/A	Limited	NFA	ISD		Annually
		Modified Report on Registered/Licensed Grains Businessmen, Business Activities and Post-Harvest Facilities (PHF)	Statistical data on the number of registrants/licensees and collections; no. of units, type and capacity of PHF.	xls	no	N/A	public	NFA	ISD		Monthly/Annually
		List of NFA Licensed Rice Importers	*Names of licensed rice importers: farmers and other sector. *Information on name of importer and address, authorized representative, lines of activity, license no., validity of license and category.	xls	no	N/A	internal and Public	NFA	ISD		Monthly
		Consolidated Report o Issuance of NFA Shipping Clearance	*All shippers of palay/rice/corn and/or congrits by means of water transport whose volume is 25metric tons and above are required to apply for NFA Shipping Clearance/Permit. *Information on name of shipper and consignee, total no. of bags shipped and description of commodities, name of vessel and destination, clearance no. and date of SC.	xls	no	N/A	Internal And Limited	NFA	ISD		Monthly
		Consolidated Progress and Accomplishment Report on registration and Licensing (RL)	*Narrative report on RL accomplishment nationwide with statistical and comparative analysis and graph presentations. *Data/information on total licensees and collections,	doc/xls	no	N/A	Internal	NFA	ISD		Monthly/Annually
		Customer Assistance Unit (CAU Accomplishment Report)	*NFA feedback mechanisms under the NFA Citizen's Charter: Anti-Red Tape Act (ARTA) of 2007 *Information on type of assistance (inquiries/requests/complaints), no. of customers served and mode of receipt/assistance and actions taken.	doc/xls	no	N/A	Internal And Limited	NFA	ISD		Monthly
		Summary of NFA Selling Price (Local Rice/Imported Rice)	indicates the existing selling prices of local and imported rice	html	yes	N/A	public	NFA	GMOD-OLPD	per request	As Need Arises
		Summary of NFA Buying Price (palay/corn)	indicates the existing buying prices of palay and corn	html	yes	N/A	public	NFA	GMOD-OLPD	per request	As Need Arises
		Marketing Plans (Provincial, Regional & National) - Operational & Budgetary Plans	Presents the physical targets & budgetary requirements for NFA operations such as procurement, distribution, importation, dispersal (inter, intra) & milling of palay/rice/corn	xls	no	N/A	Internal	NFA	GMOD-OLPD	Every July & October of the year (Every after Semestral &	Semestral/Annual
		Rice Supply and Demand Analysis - National & Regional	Assessment/evaluation of NFA Inventory of rice	xls	no	N/A	Internal	NFA	GMOD-OLPD	Monthly/Per request	Monthly and As Need Arises
		Summary of Replacement Costs for Palay, Rice, Corn and By-Products and Empty Sacks	Indicates the summary of the amount applied in replacing the cost for stock losses & shortage incurred by NFA Accountable Officers & Third Party Contractors (Private miller, transporter & handler)	xls	no	N/A	Internal	NFA	GMOD-OLPD	Monthly/Per request	Semestral
		NFA Service Rates- (Provincial, Regional and National)	indicates the handling rates, hauling/trucking rates, freight rates, integrated services rates and PPA rates (wharfage, arrastre, stevedoring)	xls	no	N/A	Internal	NFA	GMOD-OLPD	per request	Annual

		Assessment of Warehousing Requirements per Province, Per Region, Philippines	Assessment of warehouse requirements of NFA	xls	no	N/A	Internal	NFA	GMOD-OLPD	per request	Annual
		Grains Industry Situation									
		a. Grains Industry Situationer	National summary/ averages on inventory, prices and NFA marketing operation and status of importation	xls	no	N/A	internal	NFA	GMOD-MRSD		Weekly
		b. Commercial Stock Survey	Determine the stock inventory of rice and corn, by sector, by province, by region, Philippines.	xls	no	N/A	public	NFA	GMOD-MRSD		Monthly
		c. Rice and Corn Situation and Outlook	supply and demand outlook on the national level	xls	no	N/A	public	NFA	GMOD-MRSD		Quarterly
		Statistics on NFA Operations									
		a. Palay/Rice Updates	Accurate and reliable information for operational decision making by top management and other user/researcher	pdf	yes	nfa.gov.ph/images/files/statistics/averageprices.odf	Public	NFA	GMOD-MRSD		Monthly
		b. Beginning Rice Stock Inventory		pdf	yes	nfa.gov.ph/images/files/statistics/ricestockinventory.pdf	Public	NFA	GMOD-MRSD		Monthly
		c. Beginning Corn Stock Inventory		pdf	yes	nfa.gov.ph/images/files/statistics/ricestockinventory.pdf	Public	NFA	GMOD-MRSD		Monthly
		d. Summary of Rice Import Arrivals, Per Year, Per Disport		pdf	yes	nfa.gov.ph/images/files/statistics/summary.pdf	Public	NFA	GMOD-MRSD		Monthly
		e. Palay Procurement (in MT)		pdf	yes	nfa.gov.ph/images/files/statistics/palayprocurement.pdf	Public	NFA	GMOD-MRSD		Monthly
		f. Corn Procurement (in MT)		pdf	yes	nfa.gov.ph/images/files/statistics/cornprocurement.pdf	Public	NFA	GMOD-MRSD		Monthly
		g. Rice Distribution (in MT)		pdf	yes	nfa.gov.ph/images/files/statistics/ricedistribution.pdf	Public	NFA	GMOD-MRSD		Monthly
		h. Corn Distribution (in MT)		pdf	yes	nfa.gov.ph/images/files/statistics/corndistribution.pdf	Public	NFA	GMOD-MRSD		Monthly
		E-Trade for Corn									
		a. World Market Price		pdf	yes	nfa.gov.ph/files/eets/wmp.pdf	Public	NFA	GMOD-MRSD		Weekly
		b. Local Market Price		pdf	yes	nfa.gov.ph/files/eets/lmp.pdf	Public	NFA	GMOD-MRSD		Weekly
		Pricing policies/indicators	Pricing Policies for the NFA direct stabilization and service corporation projects/programs								
		a. International Prices of Rice, Corn, Wheat and other selected Grains Commodities		xls	no	N/A	Internal	NFA	GMOD-MRSD		Weekly
		b. World Grains Situation		xls	no	N/A	Public	NFA	GMOD-MRSD		Quarterly
		c. CPI/ Inflation rates, exchange rates and fuel prices		xls	no	N/A	Public	NFA	GMOD-MRSD		Monthly
		d. Commercial Marketing Cost and Marketing rates of Rice and Corn		xls	no	N/A	Public	NFA	GMOD-MRSD		As Need Arises
		e. Production Cost of Palay and Corn		xls	no	N/A	Public	NFA	GMOD-MRSD		As Need Arises
		f. NFA Support and Selling Prices of Palay/Rice and Corn		xls	no	N/A	Public	NFA	GMOD-MRSD		As Need Arises
		Executive Order #51	List of Rice Issuance to Government Offices	doc	no	N/A	Public	NFA	GMOD-MRSD		Monthly
		Estimated Commercial Landed Cost for Rice and Corn	Sensitivity analysis on cost for efficiency in NFA marketing operations	doc	no	N/A	Internal	NFA	GMOD-MRSD		Weekly/Monthly
		Grains Situation Report	A report reflecting provincial and regional information on the following: - Palay, rice and corn inventory by year of arrival per variety - Palay and CVorn Procurement - NFA rice distribution/sales by outlet, by variety and per arrival year - NFA-monitored prices of palay, rice and corn grains - Number of active NFA-accredited outlets	xls	no	N/A	Limited	NFA	GMOD-IMD		Bi-weekly

		Compliance Report for NFA's Interim Scorecard to the GCG	A report reflecting 1) NFA's actual procurement under performance indicator #1, 2) Strategic Rice Reserve (status of National Level of Inventory following the 15/30 day policy) 3) Average Response Time for relief	xls	no	N/A	Limited	NFA	GMOD-IMD		Quarterly
		Grains Dispersal Report	Contains information on the volume of rice transferred from one region to another region	xls	no	N/A	Internal	NFA	GMOD-IMD		bi-monthly
		NFA Warehouse Library	An enumeration of NFA's warehouses nationwide indicating the following information: -Name, Location and Classification of warehouse -Floor area -Distance from NFA Office -Monthly rental (if leased) -Capacity (actual & effective) -Existing inventory -Utilization Rate -Name of Accountable Officer	MS Access	no	N/A	Limited	NFA	GMOD-IMD		Monthly
		NFA Buying Station	An enumeration of NFA's Buying Stations nationwide indicating the following information: -Name, Location & Classification of Buying Station -Areas served by the buying station	MS Access	no	N/A	Limited	NFA	GMOD-IMD		Monthly
		Profile of NFA Accountable Officers	A list of NFA's Stock Accountable Officers per province by region indicating the following information: -Name, Age, Position of stock Accountable Officer -Name, Location and Classification of warehouse handled -Period of Accountability -Status of Liquidation	MS Access	no	N/A	Limited	NFA	GMOD-IMD		Monthly
		NFA Rice Releases During the occurrence of Calamity	A report indicating the volume of rice released/sold during calamity. Information includes the actual volume of rice released/sold per institution per calamity by province and by region.	xls	no	N/A	Limited	NFA	GMOD-IMD		Daily (during the duration of the calamity/disaster)
		Rice Releases to Relief-giving organizations/institutions	A report indicating the volume of rice released/sold to relief-giving institutions such as the DSWD, OCD, LGUS, Legislators, NGO. Information includes the actual volume of rice released/sold per institution per calamity by province and by region.	xls	no	N/A	Limited	NFA	GMOD-IMD		Monthly

		Status Report on the Liquidation of Advanced Payment by the OCD	A report relative to the advanced payment by the Office of Civil Defense indicating the following: - Volume of rice withdrawn by the OCD - Balance of advance payment including the estimated volume of rice covered the advanced payment	xls	no	N/A	Limited	NFA	GMOD-IMD		Monthly
		Status Report on DSWD's Loan with NFA	A report relative to the rice loan of the DSWD indicating the following: - Volume on rice purchased on loan by DSWD - Balance of loan	xls	no	N/A	Limited	NFA	GMOD-IMD		Monthly
		Rice Sales per Outlet per Selling Price Bulletin	A report on rice sales indicating volume of rice sold per market outlet and per selling price by province per region.	xls	no	N/A	Internal	NFA	GMOD-IMD		Monthly
		Semi-Annual Physical Inventory Report for Grain Stocks & MTS	A report indicating grain stock balance per books and per physical count and the corresponding shortage by province per region.	xls / Doc	no	N/A	Internal	NFA	GMOD-IMD		Semestral
		Milling Performance Report	A report reflecting the volume of palay issued for milling (processing) by NFA-owned and private rice mills, volume of rice recovered, % recovery and the volume of stocks in process and undelivered rice by province and by region.	xls	no	N/A	Internal	NFA	GMOD-IMD		Monthly
		Inventory of Empty Sacks (MTS)	A report enumerating the volume of MTS for palay procurement, milling and milled rice by province by region.	xls	no	N/A	Internal	NFA	GMOD-IMD		Monthly
		Empty Sacks Purchases	A report enumerating the volume of MTS which were procured for palay procurement, milling and milled rice by province by region.	xls	no	N/a	Internal	NFA	GMOD-IMD		As the need arises

		Vessel Status Report	Includes arrivals, departures, vessels in port, projected arrivals and unloading/discharging operations of all vessels	MS Access	Yes	http://nfa.gov.ph/programs-projects/others/rice-importation	Public	NFA	GMOD-FOD	31-May-18	Daily
		NFA Council Resolutions	Agenda Items that were passed during Council Meetings	doc	no	N/A	Internal/Limited	NFA	OCS	Upon Submission of approved request	Prepared the resolutions pursuant to the discussions made/passed during the council meeting
		List of Names, Profiles and Contact Numbers of NFA Council Members	Directory of NFA Council Members	doc	yes (contact no. are not included)	N/A	public/internal	NFA	OCS	Yearly	Update list whenever there is a new member/composition of the NFA Council
		Names of Executive Officers of the NFA Council	List of NFA Executive Officers - (2 Dep. Administrators and 2 Asst. Administrators for Marketing Operations and Finance and Administration	doc	yes	N/A	public/internal	NFA	OCS	Yearly	Update list whenever there is a new member/composition of the Executive Committee
		Record of Attendance of NFA Council Members	List of Attendance of Council Members in every council meeting	doc	yes	N/A	public/internal	NFA	OCS	Yearly	Yearly (CPMSD Quarterly (COA)
		Approved Minutes of NFA Council Meetings	Written documentation pursuant to the discussions made during council meetings	doc	no	N/A	Internal/Limited	NFA	OCS	Upon Submission of approved request	Prepared the minutes in accordance with the discussions made
		Report of Salaries and Wages	Entitlement of Compensation of NFA Council Members	doc	yes	N/A	public/internal	NFA	OCS	Yearly	Yearly
		Government Corporation Information Sheet	GCI Sheet indicates the name, nature of appointment, designation in the Board (Chairman, Vice Chairman, Ex-Officio, Member, Membership in the Board Committees, TIN and Compensation Package/Year)	doc	yes	N/A	public/internal	NFA	OCS	Yearly	Yearly
		QUASAR (National Quality Assessment Report)	Monitors the quantity and condition of all NFA stored stocks on a monthly basis.	Lotus 123	no	N/A	Internal	NFA	TRSD	N/A	Monthly
		Evaluation of LAR (Laboratory Analysis Report)									
		a. LAR from Regional Offices	Evaluation of quarterly laboratory analysis reports from regional offices to monitor quality and condition of	xls	no	N/A	internal	NFA	TRSD	N/A	Quarterly
		b. LAR from samples of Field Offices	Evaluation of laboratory analysis reports from samples of NFA Field Offices	doc	no	N/A	internal	NFA	TRSD	N/A	As Need Arises
		c. LAR from samples of other interested parties	Evaluation of laboratory analysis reports from samples submitted by third parties.	doc	no	N/A	External	NFA	TRSD	Jan-March 2018 June-August 2017 Nov.-Dec 2017	As Need Arises
		APCM (Administration of Pest Control Measures/National Pesticide Consumption)	Monitors the Monthly consumption of pesticides and counter-checks the proper application of pesticides on NFA stored stocks	xls	no	N/A	Internal	NFA	TRSD	N/A	Monthly
		Inventory of PHF (Post-Harvest Facilities)	List of NFA owned/acquired post-harvest facilities (ricemill/dryer/warehouse, etc.) nationwide showing design/effective capacity, year acquired, acquisition cost and status	xls	no	N/A	Internal	NFA	TRSD	N/A	Monthly
		Post-Harvest Facilities Operations Report	Operational report of post-harvest facilities showing input/output, number of hours used and fuel consumption	xls	no	N/A	Internal	NFA	TRSD	N/A	Monthly
		NFA Monthly Accomplishment Report	Monthly reporting of NFA's accomplishments	doc	yes	N/A	public	NFA	CPMSD		Monthly
		NFA Annual Report	Yearly reporting of NFA's accomplishments	doc	yes	N/A	public	NFA	CPMSD		Annually
		Quarterly Report of Performance Scorecard	Quarterly reporting of NFA's Accomplishment	doc	yes	N/A	public	NFA	CPMSD		Quarterly

		ISO Process Manual		doc	no	N/A	internal	NFA	CPMSD	1-Aug-17	Whenever there are changes
		NFA Performance Scorecard	Assessment /measure of the Agency's Performance vs. Targets	doc	yes	N/A	Exception	NFA	CPMSD		Yearly
		Office Performance Commitment Review Forms & Division Performance Commitment Review Forms	Rating of NFA Officials		no	N/A	Confidential	NFA	CPMSD		Semestral
		Asset Rationalization Plan of NFA	a. Evaluation of NFA Facilities for acquisition/construction b. Divestment Plan	doc	no	N/A	Internal	NFA	CPMSD		
		Management Committee (MANCOM) Minutes of the Meeting	Minutes of the Meeting	doc	no	N/A	Internal	NFA	CPMSD		
		Liason & Visibility Report	Reports on Liason/Coordination with Legislators and Local Government Units	doc	no	N/A	internal	NFA	CPMSD		Monthly
		NFA Standard Operating Procedure (SOPs)	Standard operating procedure of NFA programs and action	doc	no	N/A	Public	NFA	CPMSD	depending upon the SOP guideline	As Necessary
		NFA Guidelines	General guidelines of NFA programs and Action								
		NFA SRA floor plans	This information contains visual representation of network cabling layout of NFA Central Office in SRA Building.	Autocad	no	N/A	Limited	NFA	CPMSD	2-Aug-06	none
		Central Office Systems Administrator Monitoring	This contains inventory of the following information: a. Server Rack Inventory b. Server Room and Data Center Equipment Inventory, Software and Admin usernames and passwords c. Fiber Channel Mapping d. Application Supported e. Public IP Monitoring f. Access Point Monitoring g. Field Office naming convention and local area connection IP addresses.	xls	no	N/A	Confidential	NFA	CPMSD	28-Jul-18	When changes are made
		Central Office Internet Users Monitoring	This contains information of internet users in Central office , workstation network details and internet access type.	xls	no	N/A	internal	NFA	CPMSD	19-Feb-16	When changes are made
		Sophos UTM Status Monitoring	This report contains information regarding nationwide deployment status of Sophos Security gateway. It has information regarding hardware information of devices (SN, NFA property codes and hardware version), internet status and assigned LAN admins.	xls	no	N/A	Internal	NFA	CPMSD	27-May-16	When changes are made
		Central Office Computer Inventory	This contains inventory of the following information: a. Computer Hardware and Software information b. Computer Assignments c. Network Information	xls	no	N/A	Internal	NFA	CPMSD	28-Nov-16	When changes are made
		Monthly Accomplishment Report	This information contains completed IT Service per month	xls	no	N/A	Internal	NFA	CPMSD	24-Nov-16	Monthly
		Individual Annual Preventive Maintenance Plan	This information contains target IT maintenance per month	xls	no	N/A	Internal	NFA	CPMSD	24-Nov-16	Monthly
		Annual Preventive Maintenance Plan	This information contains target IT maintenance per year	xls	no	N/A	internal	NFA	CPMSD	24-Nov-16	Yearly
		Monthly Preventive Maintenance Report	This information contains completed IT maintenance per month	xls	no	N/A	internal	NFA	CPMSD	24-Nov-16	Monthly

		NFA Corporate Operating Budget	The annual budget of the agency for the current year.	doc	yes	N/A	Public	NFA	BTFMD	for DBM approval February 15, 2018	Annually
		Schedule of Outstanding Debts	The report summarizes all bank borrowings payables for importation, foreign loan and payables to the National Government as of month/year.	xls	no	N/A	Internal	NFA	BTFMD	first working day of the following month and as need arises	Monthly
		Table 31/32- Statement of Financial Operations and Financing - IMF Report	Data on cash transactions of sales, other income and receipts, procurement, capital outlay, payments and proceeds from borrowings and financing requirements by agency monitored by the international Monetary Fund.	xls	no	N/A	Public	NFA	NFA,DOF,DBM		Monthly
		Other Forms of Liabilities	Schedule of Liabilities othe than bank loans	xls	yes	gdrams.gcg.gov.ph	Public	NFA	NFA, DOF, GCG		Quarterly
		Trial Balance, Schedules and Expenses	Data on Financial Operations of the agency.	xls	yes	nfa.gov.ph/transparency#financialmatters , https://www.coa.gov.ph/index.php/reports/annual-audit-report	Public	NFA	NFA,COA		Monthly, Quarterly and Annually
		Statement of Financial Performance	Shows the revenues and expenses recognized in a period.	xls	yes	nfa.gov.ph/transparency#financialmatters , https://www.coa.gov.ph/index.php/reports/annual-audit-report	Public	NFA	NFA, COA, DOF, DBM, GCG, Senate, House of Representatives, creditor banks, stakeholders		Monthly, Quarterly and Annually
		Statement of Financial Position	summarizes the agency's Asset, Liabilities and Net Assets/Equity.	xls	yes	nfa.gov.ph/transparency#financialmatters , https://www.coa.gov.ph/index.php/reports/annual-audit-report	public	NFA	NFA, COA, DOF, DBM, GCG, Senate, House of Representatives, creditor banks, stakeholders		Monthly, Quarterly and Annually
		Statement of Cash Flows	Shows the inflows and outflows of cash from operations, investing and financing activities of the agency.	xls	yes	nfa.gov.ph/transparency#financialmatters , https://www.coa.gov.ph/index.php/reports/annual-audit-report	public	NFA	NFA, COA, DOF, DBM, GCG, Senate, House of Representatives, creditor banks, stakeholders		Monthly, Quarterly and Annually
		Statement of Changes in Net Assets/Equity	Shows the total amount of surplus of deficit for the period, other revenues and expenses recognized directly as changes.	xls	yes	nfa.gov.ph/transparency#financialmatters , https://www.coa.gov.ph/index.php/reports/annual-audit-report	public	NFA	NFA, COA, DOF, DBM, GCG, Senate, House of Representatives, creditor banks, stakeholders		Monthly, Quarterly and Annually
		Statement of Comparison of Budget and Actual Amounts	Shows comparison of Final Budget versus Actual Amounts	xls	yes	nfa.gov.ph/transparency#financialmatters , https://www.coa.gov.ph/index.php/reports/annual-audit-report	public	NFA	NFA, COA, DOF, DBM, GCG, Senate, House of Representatives, creditor banks, stakeholders		Annually
		Notes to Financial Statements	Presents information about basis of presentation of Financial Statements and the specific accounting policies used.	doc	yes	nfa.gov.ph/transparency#financialmatters , https://www.coa.gov.ph/index.php/reports/annual-audit-report	public	NFA	NFA, COA, DOF, DBM, GCG, Senate, House of Representatives, creditor banks, stakeholders		Annually
FOI		Audit Report	Operations and Financial Activities: -Property, Plant and Equipment -Stock Inventory Variance -Status of Stock Accountable Officers -Importation and Dispersal Operations -Review of computation of Perpetual Leave Cards (PLCs)	Doc	No	N/A	Internal	NFA	IASD		As the need arises
		Enforcement Accomplishment Report	Consolidated Enforcement Accomplishment Report	xls	no	N/A	Internal	NFA	SSID	3rd week of the month	Monthly and Annually
		List of Apprehended Grains Businessmen	Consolidated List of Apprehended Grains Businessmen	xls	no	N/A	Internal	NFA	SSID	3rd week of the month	Monthly and Annually
		Task Force Kontra Abuso	Task Force Kontra Abuso Report	xls	no	N/A	Internal	NFA	SSID	1st week of the Month	Monthly and Annually

		Inventory of Firearms Ammunition	Inventory of Firearms Ammunition	xls	no	N/A		Internal	NFA	SSID	1st week of the Month	Quarterly
		Agency Remittance Advice (ARA)	Report on Newly Hired/promotion/separation/transfer-in and out/updating of records for submission to GSIS	doc, pdf, xls & hard copy	no	N/A		Internal	NFA	HRMD	within 1 week upon receipt of documents	As the need arises
		Report on Personnel	Report of Accession and Separation for submission to CSC	xls	no	N/A		Limited	NFA	HRMD	Every 23rd day of the month	Monthly
		Plantilla	Plantilla of NFA Central Office for submission to CSC	xls	no	N/A		Public	NFA	HRMD	as the need arises	As the need arises
		Report of employee-members	Updating newly hired employees/records for submission to Philhealth	doc, pdf, xls & hard copy	no	N/A		Limited	NFA	HRMD	as the need arises	As the need arises
		DBM Report Form C & C-1	Staffing Summary with details of salaries	xls	no	N/A		Public	NFA	HRMD	as the need arises	Annual
		Request for Publication	In accordance with RA 7041 and in CSC Form No. 1 revised 2017 format	xls	yes	http://nfa.gov.ph/jobs		Public	NFA	HRMD	within the day once approved by the Administrator	As the need arises
		SALN	In compliance with RA 6713 and certificate of compliance	doc, pdf, xls & hard copy	no	N/A		Limited	NFA	HRMD	Every June 30 of each year	Annual
		List of authorized official and personal foreign travels of officials and personnel	Name of concerned official/employees; destination of the trip; nature and purpose of travel; total cost of official trip; brief explanation of the official trip	xls	no	N/A		Limited	NFA	HRMD	16-Mar-18	Quarterly
		GAD Plan and Budget	The summary of the NFA Gender and Development's Programs, Activities and Projects for the Year	xls	no	N/A		Limited	NFA	HRMD	17-Dec-17	Annual
		GAD Accomplishment Report	The comprehensive list of the accomplished programs, activities and projects under NFA Gender and Development of the previous year	xls	no	N/A		Limited	NFA	HRMD	20-Jan-18	Annual
		Consumption of Diesel, Oil, Fluids, Water and Electricity	Summary of Consumption per department	xls, doc	no	N/A		internal	NFA	GSD-AFSD		Monthly
		Cost of repair & maintenance of Central Office Vehicle and Capital Outlay for Vehicle repair Nationwide	Summary of Cost per department and total cost of capital outlay nationwide	xls, doc	no	N/A		internal	NFA	GSD-AFSD		Monthly
		Staffhouse Collection	Report on daily collection	xls, doc	no	N/A		internal	NFA	GSD-AFSD		Monthly
		Project Status	Update of Status of the Project	xls, doc	no	N/A		internal	NFA	GSD-AFSD		Monthly
		Annual Procurement Plan	List of all projects to be procured for the year	pdf	yes	http://nfa.gov.ph/transparency/procurement-plans-reports-and-contracts-awarded/annual-procurement-plan-and-list-of-contracts-awarded		Public	NFA	GSD-PPMD	Every January 31 of the Succeeding year	Every Semester
		Supplemental Annual Procurement Plan	Additional projects to be procured of the year	pdf	yes	http://nfa.gov.ph/transparency/procurement-plans-reports-and-contracts-awarded/annual-procurement-plan-and-list-of-contracts-awarded		Public	NFA	GSD-PPMD	As Necessary	As Necessary
		List of Awarded Contracts	List of completed and awarded projects for the year	pdf	yes	http://nfa.gov.ph/transparency/procurement-plans-reports-and-contracts-awarded/annual-procurement-plan-and-list-of-contracts-awarded		Public	NFA	GSD-PPMD	semestral	semestral

		Procurement Monitoring Report	Monitoring the Status of the projects procured	pdf	yes	http://nfa.gov.ph/transparency/procurement-plans-reports-and-contracts-awarded/annual-procurement-plan-and-list-of-	Public	NFA	GSD-PPMD	semestral	semestral
		Invitation to Bid	Inviting all qualified and interested bidders	pdf	yes	http://nfa.gov.ph/bids-and-auction	Public	NFA	GSD-PPMD	Every bidding	Every bidding
		Bid Documents	It contains instructions to Bidders, General Conditions of the Contract, Special Conditions of the contract	pdf	yes	http://nfa.gov.ph/bids-and-auction	Public	NFA	GSD-PPMD	Every bidding	Every bidding
		Supplemental Bid Bulletin	Any changes/amendments in the issued bid documents	pdf	yes	http://nfa.gov.ph/bids-and-auction	Public	NFA	GSD-PPMD	As Necessary	As Necessary
		Notice of Award	Award notice issued to the bidder with the Lowest Calculated and Responsive Bid	pdf	yes	http://nfa.gov.ph/issuances	Public	NFA	GSD-PPMD	Once approved by the Head of Procuring Entity (HOPE)	Once approved by the Head of Procuring Entity (HOPE)
		Notice to proceed	notice issued to the bidder with LCRB to commence the contract	pdf	yes	http://nfa.gov.ph/issuances	Public	NFA	GSD-PPMD	Once approved by the Head of Procuring Entity (HOPE)	Once approved by the Head of Procuring Entity (HOPE)
		Contracts	Binding adgreement between the winning bidder and NFA	pdf	yes	http://nfa.gov.ph/issuances	Public	NFA	GSD-PPMD	upon signing of the HOPE	Upon signing of the HOPE
		Communication Expenses Report	PLDT, Bayantel, Mobile Phone Usage	xls	no	N/A	Internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Document Printing and Reproduction Report	Photocopying, Mimeographing expenses and stenciling Expenses	xls	no	N/A	Internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Records Transfer and Appraisal Report	For Storage and disposal, consolidated, harvesting and thinning of records	xls	no	N/A	internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Referral Services Rendered Report	Retrieval of 201 files, certifying copies as to original document, preparation of 201 file table of contents of separated employees	xls	no	N/A	internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Receipt of Safekeeping of Administrative Issuances Report	Circular, Memorandum, General Messages, Special Orders, SOP and Training Directive	xls	no	N/A	internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Digital Imaging and Records Conversion Report	Scanning of Various Records/ documents at Central Office and ACA Records center	xls	no	N/A	internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Receipt, Transmission and Disseminatio of Communications Report	Number of documents received and transmitted	xls	no	N/A	internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Mailing and Courier Services Report	Number of parcels, cargos transmitted to various provinces	xls	no	N/A	internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Repair and Maintenance of Communication Equipment Report	Number of Repaired Fax Machine, Intercom, Public Address System, Telephone, PABX, Cable TV, Speakers	xls	no	N/A	internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Approval of Employpess Clearance Report	Number of approved employpess clearance	xls	no	N/A	internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Directory Assistance and Paging Assistance Report	Number of calls received, Directory and Paging assistance attended	xls	no	N/A	internal	NFA	GSD-CRMD	Last week of the month	Monthly
		Various Procurement Activities amounting 50,000.00 up to 1,000,000.00 under small value shopping	Posting of Request for quotation & Notice of Award/Notice to Proceed to the Philgeps/NFA Website	pdf	yes	http://nfa.gov.ph/transparency/procurement-plans-reports-and-contracts-awarded/annual-procurement-plan-and-list-of-	public	NFA	GSD-PSMD		As the need arises per request for procurement

		Compliance report to COA circular No. 2009-002 Dated May 18, 2009	Weekly report of Purchases w/ Photocopy of PO/IO/APR as Supporting Document	doc/xls	no	N/A	public/internal	NFA	GSD-PSMD	Friday	Weekly
		Annual Procurement Plan for Commonly used supplies & materials (APP-CSE)	indicative & Final APP-CSE for the current year	pdf/xls	yes	http://nfa.gov.ph/transparency/procurement-plans-reports-and-contracts-awarded/iapp-cse-pmr	public/internal	NFA	GSD-PSMD	August	Yearly
		Consolidated Procurement Monitoring Report (PMR)	List of NFA Central Office Purchases	xls	yes	http://nfa.gov.ph/transparency/procurement-plans-reports-and-contracts-awarded/iapp-cse-pmr	public/internal	NFA	GSD-PSMD		Quarterly
		Capital Outlay Accomplishment Report	Accomplishment report on Capital Outlay Purchases	doc/xls	no	N/A	public/internal	NFA	GSD-PSMD		Quarterly
		GSD Capital Outlay	Budgetary Estimates of equipment/projects for purchase under GSD Capital Outlay	doc/xls	no	N/A	public/internal	NFA	GSD-PSMD	October	Annually
		ISO Functional Quality Objective Report	ISO Certification Requirement	doc	no	N/A	internal	NFA	GSD-PSMD		Monthly
		ISO Risk Management Registry/Opportunity Plan	ISO Certification Requirement	doc	no	N/A	internal	NFA	GSD-PSMD		as the need arises
		GSD-PSMD Division Accomplishment Report	Significant Accomplishment Report of the Division	doc	no	N/A	internal	NFA	GSD-PSMD	1st day of the month	monthly/yearly
		Report on Physical count of Inventories	Supplies and Materials/Accountable Forms	fox pro	no	N/A	internal	NFA	GSD-PSMD	January / July	semi-annual
		Report on Physical Count of Property Plant Equipment (PPE)	Schedule of PPE (Quantity/Amount) Summary of PPE (Quantity/Amount)	fox pro	no	N/A	internal	NFA	GSD-PSMD	January / July	semi-annual
		Inventory and Inspection Report (IIR)	Unserviceable/Serviceable bot outmoded properties	xls	no	N/A	internal	NFA	GSD-PSMD	July & December	semi-annual
		Disposition Report	Disposed Unserviceable items	xls	no	N/A	internal	NFA	GSD-PSMD	July & December	semi-annual
		Report on insurance of Property Plant Equipment (Fire & Floaters)	Insurable Properties	fox pro/pdf	no	N/A	GSIS/Internal	NFA	GSD-PSMD	January	Annually
		Report on Receipt of Returned Propertues (RRP) and Waste Material Report	Unserviceable Properties & Waste Material	fox pro/ pdf	no	N/A	Internal	NFA	GSD-PSMD	end of each month	monthly
		Report on Receipt of Deliveries	Report on Purchases	fox pro	no	N/A	Internal	NFA	GSD-PSMD		daily
		Report on Issuance of Accountable Forms	Accountable forms issued to Field Offices	xls	no	N/A	Internal	NFA	GSD-PSMD		daily
		Report on Issuance of Supplies & Materials	Supplies and Materials for Stock & Issue	xls	no	N/A	Internal	NFA	GSD-PSMD		daily
		Pending Administrative Cases	Status Report of Cases	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A
		Pending Criminal Cases	Status Report of Cases	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A

		Pending Civil Cases	Status Report of Cases	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A
		Court Resolutions	Update on Case Resolutions	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A
		Newly Filed Cases	Status Report of Cases	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A
		Decided Cases	Status Report of Cases	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A
		Land Tilting Cases	Status Report of Cases	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A
		Cases Filed against Grains Businessmen	Status Report of Cases	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A
		Cases Filed against Stock Accountable Officers	Status Report of Cases	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A
		SAOs with Offers of Compromise	Status Report	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A
		Legal Opinions	Number of Legal Opinions	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A
		Contract Reviews	Number of Contract Reviewed	doc	no	N/A	limited/internal	NFA	LAD	N/A	N/A

Year-Quarter	Tracking Number	Request Type	Date Received	Title of Request	Extension?	Status	Date Finished	Days Lapsed	Cost	Appeal/s filed?	Remarks
<i>year and quarter of report coverage</i>	<i>Internal FOI Tracking number</i>	<i>if request was lodged through eFOI or standard (paper-based)</i>	<i>date request was lodged by requesting party (YYYY-MM-DD)</i>	<i>title of information requested</i>	<i>if the agency requested for extension or additional 20 working days (YES or NO)</i>	<i>status of request</i>	<i>date request was processed/finished by the agency; if not yet processed/finished, indicate ONGOING</i>	<i>number of days lapsed facilitating the request; if finished within the same day, indicate 0</i>	<i>fees paid by the requesting party for facilitation of request; if none, indicate FREE</i>	<i>If the requesting party or any other citizen filed an appeal for the specific request (YES or NO)</i>	<i>Additional details about the request</i>

2019

2019-Q1	NFA-371918677850	E-FOI	2019-02-14	The number of good supply in the Philippines	NO	Denied	2019-02-19	3 days	FREE	NO	
2019-Q1	NFA-169494234596	E-FOI	21-Feb-19	Monthly report of wholesale and retail price of rice, corn and palay	NO	Denied	2/21/2019	0 days	FREE	NO	
2019-Q1	NFA-129397951383	E-FOI	3-Mar-19	Trade and market data of non-alcoholic, non-carbonated industry (fruit juices)	NO	Denied	3/5/2019	0 days	FREE	NO	
2019-Q1	NFA-011603591833	E-FOI	3-Mar-19	Milk consumption in the Philippines	NO	Denied	3/5/2019	0 days	FREE	NO	
2019-Q3	NFA-064549908638	E-FOI	03 Sept. 2019	NFA Aliaga contact details	Yes	Successful	10/28/2019	38 days	FREE	No	

Parent Agency Name	Attached Agency Name	Agency Acronym	Agency Type	Year-Quarter	Request Type	STATUS OF PROCESSED REQUESTS								Total Number of Days Lapsed	Average Processing Time	STATUS OF ONGOING REQUESTS					
						Total Processed Requests	Successful	Proactively Disclosed	Partially Successful	Info Under Exceptions	Info Not Maintained	Invalid Request	Closed			Ongoing Requests	Pending	Accepted	Awaiting Clarification	Processing	
<i>name of parent agency (if any)</i>	<i>name of agency</i>	<i>agency acronym</i>	<i>NGA / GOCC / SUC / LWD / LGU</i>	<i>year and quarter of report coverage</i>	<i>eFOI / Standard</i>	<i>total number of requests which are already processed</i>	<i>number of requests where information has been uploaded or provided</i>	<i>number of requests where information has been provided through the agency's website even before it was requested</i>	<i>number of requests where out of many requests, only a number has been provided by the agency</i>	<i>number of requests denied since it is under the FOI Exceptions List</i>	<i>number of requests denied since information requested is not being handled, maintained, or stored by the agency</i>	<i>number of requests denied since it is a request for information</i>	<i>number of requests closed since the requestin g party failed to provide the information needed for clarification--60 calendar days after the "Awaiting Clarification" status</i>	<i>total number of days lapsed over the total number of processed requests</i>	<i>total number of days lapsed for the period of coverage (do not include ongoing requests)</i>	<i>total number of requests currently being processed</i>	<i>number of requests submitted by requestors but not yet acknowledged by the Receiving Officer</i>	<i>number of requests acknowledged by the Decision Maker concerned</i>	<i>number of requests returned to the requestors for some clarification s or if he/she failed to provide all requirements such as a valid ID</i>	<i>number of requests received by the Decision Maker and is currently being processed</i>	
2019																					
Department of Agriculture	National Food Authority	NFA	GOCC	2019-Q1		4	0	0	0	0	4	0	4	0	0.75		0	0	0	0	0
Department of Agriculture	National Food Authority	NFA	GOCC	2019-Q2		0	0	0	0	0	0	0	0	0	0.00		0	0	0	0	0
Department of Agriculture	National Food Authority	NFA	GOCC	2019-Q3		2	1	0	0	0	0	0	0	0	19.00		0	0	0	0	0
Department of Agriculture	National Food Authority	NFA	GOCC	2019-Q4		1	0	0	0	0	1	0	0	0	0.00		0	0	0	0	0

Year-Quarter	Tracking Number	Request Type	Date Received	Title of Request	Extension?	Status	Date Finished	Days Lapsed	Cost	Appeal/s filed?	Remarks
<i>year and quarter of report coverage</i>	<i>Internal FOI Tracking number</i>	<i>if request was lodged through eFOI or standard (paper-based)</i>	<i>date request was lodged by requesting party (YYYY-MM-DD)</i>	<i>title of information requested</i>	<i>if the agency requested for extension or additional 20 working days (YES or NO)</i>	<i>status of request</i>	<i>date request was processed/finished by the agency; if not yet processed/finished, indicate ONGOING</i>	<i>number of days lapsed facilitating the request; if finished within the same day, indicate 0</i>	<i>fees paid by the requesting party for facilitation of request; if none, indicate FREE</i>	<i>If the requesting party or any other citizen filed an appeal for the specific request (YES or NO)</i>	<i>Additional details about the request</i>

2020

2020-Q1	NFA-711808955697	E-FOI	1/23/2020	Information about Mangoso Warehouse in Capiz	NO	Successful	1/23/2020	0 day	FREE	NO	
2020-Q1	NFA-926083405035	E-FOI	2/12/2020	List of Food Manufacturers in the Philippines	NO	Denied	2/12/2020	0 day	FREE	NO	
2020-Q2	NFA-585235445305	E-FOI	4/7/2020	List of Authorized Rice millers in Laguna and Batangas	NO	Denied	4/14/2020	3 days	FREE	NO	
2020-Q2	NFA-179246028232	E-FOI	5/7/2020	NFA Total Rice Distribution. Palay Procurement, by Month, Year in Metric tons)	NO	Successful	5/11/2020	2 days	FREE	NO	
2020-Q2	NFA-575628058656	E-FOI	5/14/2020	NFA Rice Procurement, by month, by year, Philipines (metric tons)	NO	Successful	5/16/2020	2 days	FREE	No	
2020-Q2	NFA-153021028660	E-FOI	5/24/2020	Monthly Implicit Tariff Rate of Rice per Port	NO	Partially Successful	6/14/2020	14 days	FREE	NO	
2020-Q2	NFA-624568044364	E-FOI	5/24/2020	Laboratory Quality for Rice	NO	Successful	6/5/2020	10 days	FREE	NO	

2020-Q2	NFA-102142221585	E-FOI	6/2/2020	GCG Approved Restructuring Plan of NFA	NO	Successful	6/14/2020	7 days	FREE	NO	
2020-Q2	NFA-064287260336	E-FOI	6/2/2020	NFA Data on Accredited Grains Business Players, by Geolocation	NO	Denied	6/5/2020	3 days	FREE	NO	
2020-Q2	NFA-230203972373	E-FOI	6/3/2020	Rice Mill Listings, Rice Mill Capacity and Production	NO	Denied	6/3/2020	0 Days	FREE	NO	
2020-Q2	NFA-210826956640	E-FOI	6/5/2020	Monthly Number of Licensed Firms, Rice Business, per Region	NO	Partially Successful	6/26/2020	14 days	FREE	NO	
2020-Q2	NFA-128818412368	E-FOI	6/5/2020	Physiochemical Analysis Procedures of Rice Grain Quality	NO	Successful	6/23/2020	11 days	FREE	NO	
2020-Q2	NFA-324167444472	E-FOI	6/5/2020	ISO 7301 Codex Standards for Rice	NO	Denied	6/14/2020	4 days	FREE	NO	
2020-Q4	NFA-341456910701	E-FOI	10/11/2020	List of Chemical analysis/procedures for Rice grain quality	NO	Successful	10/18/2020	7 days	FREE	NO	
2020-Q4	NFA-397901772578	E-FOI	10/14/2020	Domestic Trade of Food Products in Metro Manila	NO	Denied	10/16/2020	2 days	FREE	NO	
2020-Q4	NFA-507459239888	E-FOI	11/2/2020	Document/s relating to the Rice Imports Delegation to Cooperatives/Private	NO	Successful	11/5/2020	3 days	FREE	NO	
2020-Q4	NFA-944545899116	E-FOI	11/10/2020	Rice Trade in Metro Manila	NO	Partially Successful	11/26/2020	16 days	FREE	NO	
2020-Q4	NFA-006138910082	E-FOI	11/11/2020	GCG Approved Restructuring Plan of NFA	NO	Successful	11/15/2020	4 days	FREE	NO	
2020-Q4	NFA-102545197271	E-FOI	11/18/2020	Total Volume and Value of NFA Rice Importation	NO	Successful	11/18/2020	0 days	FREE	NO	
2020-Q4	NFA-980984511920	E-FOI	11/21/2020	Sales and Cost of Sales	NO	Successful	11/21/2020	0 days	FREE	NO	
2020-Q4	NFA-430482299309	E-FOI	11/23/2020	Acceptable quality assurance parameters for rice	NO	Successful	11/26/2020	3 days	FREE	NO	

2020-Q4	NFA-420453660222	E-FOI	12/2/2020	GOCC	NO	Denied	11/26/2020	0 days	FREE	NO	
2020-Q4	NFA-974654193613	E-FOI	12/9/2020	Qualification Standards and Required Competencies for Regional Chemist II under the new	NO	Successful	12/9/2020	0 days	FREE	NO	
2020-Q4	NFA-274155723755	E-FOI	12/15/2020	Plastic Pallets	NO	Partially Successful	12/15/2020	0 days	FREE	NO	

	Year- 2 Quarter	Request Type	STATUS OF PROCESSED REQUESTS									Total Number of Days Lapsed
			Total Processed Requests	Successful	Proactively Disclosed	Partially Successful	Info Under Exceptions	Info Not Maintained	Invalid Request	Closed		
NGA / GOCC / SUC / LWD / LGU	year and quarter of report coverage	eFOI / Standard	<i>total number of requests which are already processed</i>	<i>number of requests where information has been uploaded or provided</i>	<i>number of requests where informatio n has been provided through the agency's website even before it was requested</i>	<i>number of requests where out of many requests, only a number has been provided by the agency</i>	<i>number of requests denied since it is under the FOI Exception s List</i>	<i>number of requests denied since information requested is not being handled, , or stored by the agency</i>	<i>number of requests denied since it is a question, not an actionable item, or not a request for informatio n</i>	<i>number of requests closed since the requestin g party failed to provide the informatio n needed for clarificatio n--60 calendar days after the "Awaiting Clarificati on" status</i>	<i>total number of days lapsed facilitating processe d requests</i>	
2020												
GOCC	2020-Q1		2	1	0	0	0	1	0	2	0	
GOCC	2020-Q2		11	5	0	2	3	0	0	0	0	
GOCC	2020-Q3		0	0	0	0	0	0	0	0	0	
GOCC	2020-Q4		11	7	0	2	2	0	0	0	0	

Average Processing Time	STATUS OF ONGOING REQUESTS					
	Ongoing Requests	Pending	Accepted	Awaiting Clarification	Processing	
total number of days lapsed over the total number of processed requests for the period of coverage (do not include ongoing requests)	total number of requests currently being processed	number of requests submitted by requestors but not yet acknowledged by the Receiving Officer	number of requests acknowledged by the Receiving Officer and forwarded to the Decision Maker concerned	number of requests returned to the requestors for some clarification or if he/she failed to provide all requirements such as a valid ID	number of requests received by the Decision Maker and is currently being processed	
0.00	0	0	0	0	0	0
6.36	0	0	0	0	0	0
0.00	0	0	0	0	0	0
3.18	0	0	0	0	0	0
	0	0	0	0	0	0