



CORPORATE  
GOVERNANCE  
2019

# FOOD FOR THE PEOPLE



*“...capable of managing the country's buffer stock within the next ten years.”*



## MISSION

The NFA shall procure palay locally and maintain the optimal level of buffer stock at all times strategically located across the country across the country. It shall manage efficiently and effectively the acquisition, quality maintenance, and disposition of the buffer stock during emergencies and calamities.

## VISION

The NFA envisions itself to be a cost-efficient corporate entity, capable of managing the country's buffer stock within the next ten years.

## MANDATE

The NFA shall maintain sufficient rice buffer stocks to be sourced solely from local farmers.





# STAKEHOLDERS' WELFARE



*“...making rice available, affordable, and accessible as well as safe to eat at all times...”*



**The farmers, grains businessmen and the consuming public are NFA's most precious stakeholders.**

➤ The mandate of NFA is to assure the stakeholders that their staple food (rice) is available, affordable and accessible as well as safe to eat at all times under all circumstances. To be able to do so, NFA maintains a buffer stock of the staple food to meet the people's rice requirements year-round especially in times of natural or man-made calamities and emergencies.

➤ NFA also ensures that farm gate prices allow farmers reasonable returns on their investment. In line with this, incentives are given to farmers and farmer organizations when the grains (palay/corn) they sell to NFA meet the standards set by the agency. The presence of NFA significantly influences the traders to offer farmers prices which are higher or at least approximate the government support price, especially during bumper harvest.

➤ NFA ensures ready assistance during calamities through its Operation Centers (OPCEN), close coordination with Local Government Units (LGUs) and other relief agencies, constant market monitoring and opening up of warehouses for immediate rice issuances/withdrawals to relief operations.

## **PD 4** SECTION 2. DECLARATION OF POLICY:

*“It shall be the policy of the State to **promote the integrated growth and development of the grains industry** (rice, corn, wheat, and other grains and their substitutes such as but not limited to mongo, soybeans and cassava) (Sec. 3, P.D 1485) so that it can adequately function as an institution conscious of its social responsibilities and **capable of providing adequate and continuous food supply to the nation** and of contributing to its proper share to national economy”*



# STAKEHOLDERS' WELFARE



THIS BILLBOARD IS MADE FROM  
THE RICE YOU WASTED TODAY

10 billion pesos worth of rice is wasted yearly in the Philippines.

Sign up at [foodguardian.me](http://foodguardian.me) to help.

*“NFA promotes harmonious and productive relationships among all rice and corn stakeholders to achieve efficiency, discipline and growth within the sector.”*

**NFA promotes harmonious and productive relationships among all rice and corn stakeholders to achieve efficiency, discipline and growth within the sector.**

- ▶ The NFA conducts monitoring and regulatory tasks over grains businesses, and enforce licensing and registration of all rice enterprises (until March 4, '19). The NFA also ensures compliance of grains businesses with NFA's Revised Rules and Regulations on Grains Businessmen which embodies the qualification and requirements for licensing as well as the offenses or violations that the grains businessmen may commit. NFA continuously update the grains industry data bank which serves as guide in policy recommendations.

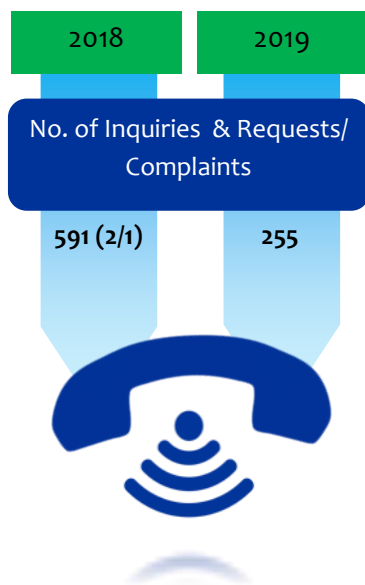
Farmers and grains businessmen actively participate in 'Ugnayan' meetings conducted by NFA for greater collaboration on issues affecting them, the NFA and the grains industry.

- ▶ Concerns on product quality, pricing, weighing, packaging, labeling and availability of rice in the market are acted upon within an average Turn Around Time (TAT) of 2.13 hours, much faster than the target 72 hours.
- ▶ NFA uses indigenous or water-based materials in maintaining good warehousekeeping and ensuring safety of buffer stocks pursuant to quality control and food safety act.
- ▶ In coordination with the NGOs, National and Local Government Offices to level up advocacy on the positive aspect of social costs as referred to "buy high, sell low". Social costs equals public service. It alleviates poverty, hunger mitigation, price stabilization, food security and buffer stocking, consumer protection, healthy life, uplift economic condition, etc.

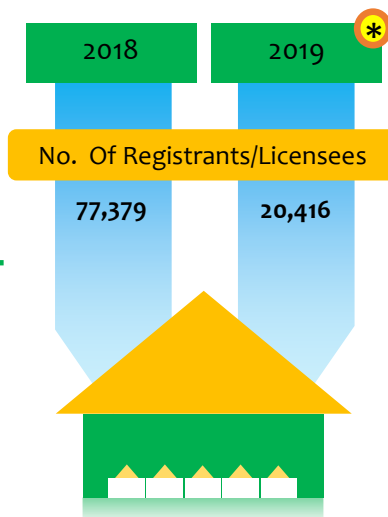
# STAKEHOLDERS' WELFARE



Industry Regulation activities are carried out to continuously enforce the rules and regulations to bring about a stable grains situation. The regulatory policies are implemented to institute discipline, social responsibility and efficiency in the grains industry.

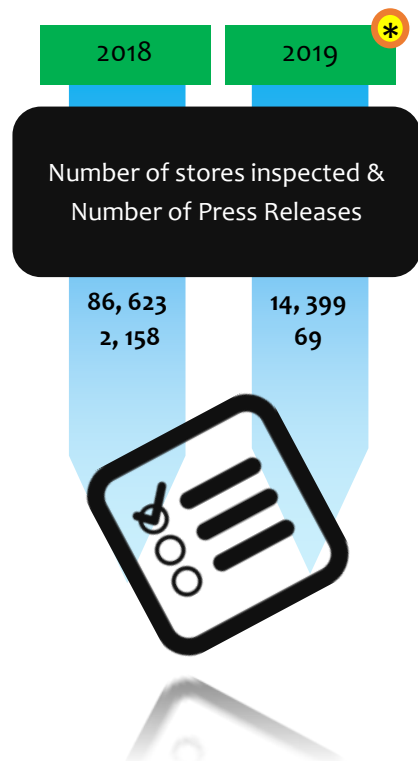


*The TextNFA service is a nationwide real-time complaint medium for the entire consumer community.*

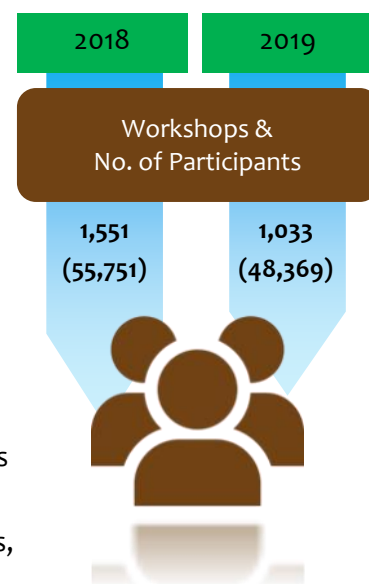


Text-NFA System for Customer Assistance Service Program to provides the public with the facility to send-in their suggestions and/or grievances complaints, if any; and to contribute to and support the over-all effort of the government for better governance through the use of information technology.

Seminars, workshops and training programs and Ugnayan (assemblies) are organized to familiarize the farmers and traders on what NFA is, what it does and what it could do in the areas of production and marketing and continuously updates stakeholders on the latest developments on rice marketing.



Philippine Grains Standardization Program: Cognizant of the importance of standardization in sustaining the development of the local grains industry, the NFA initiated the PGSP in collaboration with the public and private sectors, particularly the stakeholders of the grains industry.



Pursuant to the Food Safety Act of 2013, NFA in close coordination with its stakeholders shall be responsible for the development and enforcement of food safety standards and regulations for rice and corn in the postharvest stages of the supply chain. It shall monitor and ensure that the relevant requirements of the law are complied by the stakeholders



As of March 04, 2019  
before RA 11203





*“NFA’s stocks are fit for human consumption.”*

**NFA maintains at least 99% of buffer stocks in a health-safe condition or fit for human consumption.**

- The NFA’s Rice Quality Management and Good Warehousekeeping programs are key factors in ensuring good quality of Food Security Stocks.
- Compliance with environmental requirements and customer health and safety such as food processing and location of machineries, compliance with laboratory analysis procedures, technology and facility development.
- The Food Development Center (FDC) of the NFA integrates food safety practices in all aspects of its laboratory research and analysis and certification systems and procedures.
- The field offices of the NFA sustain and actively participate in the Clean and Green Program and Waste Management Program of the government making them models for tourism development.
- NFA’s design and specifications of packaging materials/ sacks for grain stacks are continuously improved to ensure food safety.

#### ACTIVITIES TO ENSURE CONSUMER HEALTH AND SAFETY

- ◆ NO SWEEPINGS POLICY
- ◆ MODERNIZATION OF GRAINS MOISTURE METER
- ◆ SEMINARS AND TRAININGS ON OPERATIONS AND MAINTENANCE OF FACILITIES AND EQUIPMENT USED IN LABORATORY ANALYSIS, WAREHOUSE KEEPING AND QUALITY MANAGEMENT PROGRAM
- ◆ CONSTRUCTION AND REPAIR OF WAREHOUSES AND POST-HARVEST FACILITIES
- ◆ COMPLIANCE TO FOOD SAFETY ACT

**The Food Guardian Campaign of the NFA has three objectives:**

to prevent rice wastage;

to make sure that rice is available, affordable, accessible and safe for the public;

and encourage every Filipino to follow the correct food handling procedures.





# MANPOWER DEVELOPMENT



*“...conducts employee relations activities to promote health, safety, and welfare.”*

**The National Food Authority through the Human Resource Management Department implements programs that focus on the holistic development of employees.**

## Employee Development Programs

The NFA provides opportunities for its officials and employees to attend internal and external seminars, trainings, conferences, and workshops to address competency gaps, acquire skills, improve productivity and motivation and achieve professional growth. These include managerial, legal, professional and skills training programs.

Officials and employees attend various external trainings offered by government and private institutions such as series of CSC leadership and competency-enhancement trainings, Mandatory Continuing Legal Education (MCLE) for lawyers, and conference/continuing professional education for government auditors, accountants and budget officers, engineers, and personnel officers.

The NFA also sources foreign and local scholarship grants for its officials and employees. Various institutions which granted scholarship to NFA employees include the Department of Science and Technology (Masteral Programs in Agricultural Bio-Processing

Engineering and Food Science), National Chiao Tung University in Taiwan (Doctoral Program in Applied Chemistry), Konkuk University of South Korea (Masteral Program in Agricultural Processing and Marketing) and Kansas State University (PhD Program in Grains Science and Industry). NFA's Manpower Development Division at its HR Department has conducted trainings for over 700 participants nationwide in 2019.

### Summary of trainings conducted

Training Programs	2019	
	No. of Programs	No. of Participants
Internal Trainings	20	736
External Trainings	29	46
<b>TOTAL</b>	<b>49</b>	<b>782</b>

# MANPOWER DEVELOPMENT



## Internal Trainings

Program/Project/Activity	Location	No. of Participants	Date	Total Cost
Training On Suggested Retail Price And Prescribed Labeling	QUEZON CITY	24	16-Jan-19	-
Local Training On National On Agri Industry System	QUEZON CITY	20	25-Feb-19	-
Quality Assurance Pool Training And Refresher Course On Grains Classification	REGION 11	25	06-Apr-19	-
Records Management Training	QUEZON CITY	19	02-May-19	12,000.00
Quality Assurance Pool Training And Refresher Course On Grains Classification	REGION 5	60	09-May-19	-
	REGION 6	50	16-May-19	10,000.00
Training On Sensory Evaluation Of Milled Rice And	MANILA	30	17-May-19	
Establishment Of Thermal Processes Canned Goods	TAGUIG CITY	3	21-Jun-19	-
Quality Assurance Pool Training And Refresher Course	MANILA	30	22-Jun-19	
Training On Thermal Process Operation For Retort Operators	TAGUIG	2	16-Aug-19	-
In-House Symposium For Nfa Certified Pesticide Applicators-Fumigators Batch 1	CEBU	21	02-Aug-19	-
In-House Symposium For Nfa Certified Pesticide Applicators-Fumigators Batch 2	CABANATUAN	60	09-Aug-19	-
In-House Symposium For Nfa Certified Pesticide Applicators-Fumigators Batch 3	GENERAL SANTOS CITY	30	06-Sep-19	-
Quality Assurance Officers Training/Workshop	QUEZON CITY	40	11-Oct-19	82,000.00
Briefing/Workshop For Special Disbursing Officers	QUEZON CITY	18	17-Oct-19	30,000.00
Accountants And Budget Officers S/W	REGION 1 TO 15	250	13-Dec-19	1,474,631.00
Competency Framework Batch 1 Cabanatuan	CABANATUAN	38	12-Nov-19	159,000.00
Competency Framework Batch 2	CEBU	18	19-Nov-19	
Competency Framework Batch 3	GENERAL SANTOS CITY	31	26-Nov-19	
Competency Framework Batch 4 Central Office	QUEZON CITY	27	02-Dec-19	



# MANPOWER DEVELOPMENT



## External Trainings

Program/Project/Activity	Location		No. of Participants	Date	Total Cost
Seminar On Csc Policies And Procedures On Appointments (Ora-Ohra)	REGION 4	1	31-Jan-19	-	
Supervisory Development Course Track I	QUEZON CITY	1	28-Feb-19	-	
48Th Pre Judicature Program	QUEZON CITY	1	11-Feb-19	-	
Seminar On The Fundamentals Of Cooperative	QUEZON CITY	2	22-Feb-19	-	
Mandatory Continuing Legal Education (Mcle)	QUEZON CITY	1	14-Mar-19	-	
	QUEZON CITY	1	20-Mar-19	-	
17Th National Convention Of Lawyers	QUEZON CITY	1	29-Mar-19	-	
Mandatory Continuing Legal Education (Mcle)	QUEZON CITY	1	31-Mar-19	-	
Mandatory Continuing Legal Education (Mcle)	QUEZON CITY	1	14-Apr-19	-	
Training On Accelerated Shelf-Life Testing For Food Products	TAGUIG CITY	2	26-Apr-19	-	
Regional Convention Of Hrmp	REGION 5	1	25-Apr-19	-	
Training On Certified Pesticide Applicator	REGION 13	1	26-Apr-19	-	
41St Gacpa Annual National Convention	ILOILO	1	25-May-19	-	
Ladderized Training Course On Project Development	CEBU	2	12-Jul-19	-	
Career Executive Service Board Conference	ILOCOS SUR	1	04-Jul-19	-	
National Workshop On Ntm Identification Classification And Upload	MAKATI	2	05-Jul-19	-	
Basic Microsoft Access Training	QUEZON CITY	2	12-Jul-19	-	
Seminar On Food Labeling Requirements For The United States And The Philippines"	TAGUIG CITY	2	19-Jul-19	-	
Gacpa 1 Day Seminar Conference	MANDALUYONG CITY	5	17-Jul-19		10,000.00
50Th Pre Judicature Program	QUEZON CITY	1	02-Aug-19	-	
Seminar On Good Governance Management	QUEZON CITY	8	20-Jul-19	-	
National Agri-Food Information System Seminar	KOREA	3	31-Aug-19	-	
Supervisory Development Course Track Ii And Iii	QUEZON CITY	1	19-Sep-19	-	
Phil Federation Of Credit Cooperatives National Forum	ILOILO	2	19-Oct-19	-	
7 Habits Of Highly Effective Govt Leaders	QUEZON CITY	1	30-Oct-19	-	
Solid Waste Management Training	QUEZON CITY	1	12-Nov-19	-	
People Management Seminar	MANDALUYONG CITY	1	20-Nov-19	-	
Employee Engagementand Motivation Seminar	MANDALUYONG CITY	1	22-Nov-19	-	

# MANPOWER DEVELOPMENT



## ► Recognition, Rewards and Incentives Program

The NFA, through its Program on Awards and Incentives for Service Excellence (PRAISE) recognizes and confers awards to its officials and employees for their remarkable contribution to the efficiency, economy and improvement in organizational productivity. The NFA-PRAISE also aims to uplift the morale of its workforce by continuously granting incentives and recognition to deserving employees.

### Some of the awards and incentives under the NFA PRAISE are the following:

Best Employee Award	Best NFA Regional Office
Exemplary Behavior Award	Achievers Award
Academic Excellence Award	Personnel Development Award
Cost Economy Measure Award	Collection Incentive Pay

## ► Health and Wellness Initiatives and Employee Relations Activities

The NFA recognizes the importance of health and wellness initiative and employee relations activities in building a stronger organization with productive, healthy, motivated and loyal human resource. For this reason, it conducts the following activities:

Conduct of regular health/physical check up for employees through the NFA Health Services Unit (HSU)

Conduct of mandatory random drug testing and neuro-psychiatric tests for employees

Annual Comprehensive Physical Check Up for NFA Pest Control Officers

NFA Anniversary and Christmas Celebration

Structured Team Building Activities for each Department/Office

Annual Sports Fest/ Fun Games

Conduct of weekly sports and physical fitness activities

Participation to various sports and employee relations activities initiated by other government institutions



NUMBER OF ACCOMPLISHMENTS OF THE HEALTH SERVICES UNIT	2018	2019
A. Daily Consultation and treatment	2219	1532
a. Blood Pressure Determination	2194	2133
B. Laboratory Examination	334	218
a. Blood Sugar and Lipid Determination	1115	1351
Done every Tuesday and Thursday of the Month		
b. Send out ( High Precision Diagnostics)	175	29
C. Dental Examination and Treatment	848	451
D. Pre-Employment Examination	13	-
F. Referral, Follow up and Home Visit of employees and their Dependents.	0	3





## ► Gender and Development

National Food Authority Gender and Development (NFA-GAD) was established to adhere to RA 9710 or the Magna Carta of Women which was enacted to recognize the “economic, political, and socio-cultural realities that affect women’s current condition” (2009). As such, it is also the Agency’s response to the call to develop programs, activities and projects (PAPs) that promote and empower women as outlined in the PCW-NEDA-DBM Joint Circular No. 2012-01.

NFA-GAD instituted its own Executive Focal Point System, co-chaired by Assistant Administrator Ruben J. Reside of Office of the Assistant Administrator for Finance and Administration (OAAFA) and co-chaired by Assistant Administrator Ma. Mercedes G. Yacapin of the Office of the Assistant Administrator for Marketing Operations (OAAMO). The members of the Executive FPS includes the following department managers: Atty. Anna Karina A. Coronel of Human Resource Management Department (HRMD), Ma. Fioretta S. Estoperez of Corporate Planning and Management Services Department (CPMSD), and Atty. Ma. Theresa S. Villafuerte of Legal Affairs Department (LAD). They are supported by a Technical Working Group (TWG) headed by Marlene G. Brillantes of Human Resource Management Department (HRMD).

The Annual GAD Plan and Budget (GPB) is drafted and implemented through agency-wide gender mainstreaming. Banner programs include the conduct of Ugnayan meetings with stakeholders and maintenance of a sex-disaggregated data of NFA employees and stakeholders nationwide.

NFA-GAD has also institutionalized activities such as livelihood seminars, women-centered leadership seminars/fora/workshops, health checkups, celebration of International Women’s Day, and advocacy information campaigns. The latter also include gender-sensitivity and awareness and Anti-Sexual Harassment Law as topics in the new employees’ and stakeholders’ orientation seminars. With its commitment to gender empowerment and equity, NFA-GAD continues to develop PAPs that will help and empower women and men in the Agency. In 2019, the NFA Gender and Development conducted over more than 70 trainings and seminars, reaching over 1700 participants nationwide.

## ► Health and Well-Being of Employees

National Food Authority ensures that the health and well-being of its employees are maintained through the establishment of the Health Services Unit (HSU). This unit is under the Human Resource Management Department (HRMD) and is operated by licensed doctors and other medical personnel.

Services provided by HSU include medical and dental consultation, treatment, and laboratory testing. They likewise conduct pre-employment examination and psychiatric and other medical tests.

The HSU also constantly collaborate with NFA GAD and other health government and private institutions to organize programs that promote a healthy lifestyle and well-being. These programs include prostate check, chest x-ray, pap smear, and mammogram.

The National Food Authority Grievance Machinery aims to strengthen employee relations and provide a platform to settle work-related complaints and disputes. It also allows for the executives and employees to develop their capabilities in dispute management within the organization.

The background of the slide is a photograph of a conference room with a long wooden table and several dark chairs. Above the table, there are stylized, colorful clouds in shades of white, yellow, and brown. A semi-transparent dark box is overlaid on the lower half of the image, containing the quote.

*“...standard operating procedures (SOPs) have embedded internal control measures.”*

**Most of NFA’s existing standard operating procedures (SOPs) have embedded internal control measures.**

**To cite:**

**SOP No. 6M-PR16 Grains Procurement Policies and Procedures on Standards and Quality Assurance Officer (SQAQO)**

The SQAQO (GOO III/II) Classifiers Pool shall be directly responsible/accountable for inspection and classification of grains/rice in consideration of its variety code, moisture content, quality and purity.

One SQAQO shall be assigned permanently to one or more warehouse/buying stations/milling stations. These shall be in rotation of SQAQO/QAO Pool until samples of all the stocks he/she had classified in his/her warehouse assignment shall have been taken and sent for laboratory analysis.

**SOP No. 6M-P608: SOP on Contracted Millings Implementing Guidelines A.7 Fire Insurance Coverage**

The contractor shall likewise be required to secure fire insurance coverage from any insurance company accredited by the NFA to cover fire, flood, and typhoon in an amount equivalent to one hundred percent of the book value of the 6-day milling capacity of the contractors mill on a 12-hr per day operation including its containers (sacks containing the palay and the commensurate number of sacks for milled recoveries). The policy shall be effective on the day of the initial issuance of palay stocks.



# RISK MANAGEMENT



## SOP No. FS-CS07 Revised SOP on Cash Collection and Deposits and its Amendment

All provincial Managers/CO—Cash Division shall institute a cut-off time for their daily collection which shall be before the close of the banking hours to give enough time for the Regular Collecting Officer to deposit his/her collections for the day. Likewise, all Provincial Managers/CO—Cash Division shall ensure that there must be no undeposited collection at the end of the day.

## NFA Rules and Regulations on Grains Business

### Licensing and Registration of All Lines of Activities in the Rice and Corn Business

▢ NFA issues grains business license and/or grains business registration to qualified applicants whether natural or juridical, who are engaged or intending to engage in the rice and/or corn business. The applicant shall file its application with the NFA office having jurisdiction over the location of his/her principal business.

▢ The applicant must be of legal age and/or authorized by law to enter into contracts. He must be a Filipino citizen and in case of juridical person, the capital stock must be wholly owned by citizens of the Philippines.

▢ An applicant shall be disqualified from engaging in the grains business if he is either convicted of crime involving moral turpitude, a defaulting contractor of the defunct RCA and NGA/NFA or a transferee, buyer assignee or lessor mortgagee of post harvest facilities acquired from defaulting miller contractor or his heirs/successor-in-interest.

▢ A one-time Grains Business License/Registration Metal Plate shall be issued to approved applicants. A renewal sticker shall be issued to renewal applicant to be attached in the metal plate.

▢ All licensed grains businessmen are required to display on a conspicuous place of the store, warehouse, mill and other grains establishments, the metal plate and prescribed signboard bearing the name, business name of licensee, the control number, and the words “Licensed

Retailer” or such appropriate appellation depending on the line of activity engaged in. For transport facilities, the metal plate shall be displayed prominently on the dashboard for easy identification.

### Quality of Grains Stocks

#### Sustained Implementation of the Integrated Pest Management (IPM) Principles and Good Warehousing Practices for Grain Stock Preservation

This is to deliver wholesome and safe rice to consumers as well as to stop the spread of infestation, avoid loss, and save the grain from further quality deterioration.

It is a fact that the use of pesticides as an alternative IPM approach is unavoidable because of the very nature of buffer stock management and the long term storage it entails. But, risk assessment and protection for the stakeholders are in place through the institutionalization of standard operating procedures of pesticide evaluation before using it in NFA warehousing operations coupled with the daily practice of sanitation—our first line of defense— for grain stock preservation, as part of Good Warehousing Practices. Moreover, stringent monitoring of heavy metal and pesticide residues is a regular activity to ensure food safety of grain stocks.



# CODE OF ETHICS



*“...the agency observes the highest form of professionalism and fidelity to its employees, clients, and to the public as a whole.”*

**The agency observes the highest form of professionalism and fidelity to its employees, clients and to the public as a whole.**

The National Food Authority in its pursuit in serving the people and lifting the standards of professionalism adheres to the following law, rules, and regulations:

The Code of Conduct and Ethical Standards for Public Employees

RA 6713

Gender Awareness Program as mandated in the Magna Carta for Women

RA 9710

Committee on Decorum and Investigation

RA 7877

Public officers and employees must, at all times, be accountable to the people, serve them with utmost responsibility, integrity, loyalty, efficiency, act with patriotism and justice and lead modest lives as required under [RA 6770](#) or the Ombudsman Act of 1989.

The agency issues memoranda to remind and ensure that all employees adhere to these provisions. Such actions engaged by employees are: annual submission of Statement of Assets, Liabilities, and Net Worth (SALN) annually, attendance to the flag raising and retreat ceremony, wearing of office uniform and observance of the dress code, and taking action on filed complaints and protests by other employees/third party.

## TRANSPARENCY AND ACCOUNTABILITY

We at NFA encourage everyone to freely communicate his/her concern on illegal or unethical practices without compromising his/her rights. We adopt a Grievance Machinery and GCG's Whistle Blowing Policy to address employee complaints and concerns. Disciplinary measures in accordance with the CSC Revised Rules on Administrative Cases are observed.



# Whistleblowing Program



Public Office is a public trust. It is the policy of the State to promote and ensure full accountability in the conduct of its officers and employees, and exact full retribution from those who shall engage in improper conduct. Hence, the National Food Authority implements the Whistleblowing program to promote the reporting of wrongdoings in order to protect the public interest. Whistleblowing may curb official abuses of entrusted power for unlawful personal gain. As such, the Whistleblowing policy and its implementation may bolster existing anti-corruption initiatives within our agency.

## Who may be admitted into the Program?

Any person who has witnessed or has knowledge or information on the commission of a crime and has testified or is testifying or about to testify before any judicial or quasi-judicial body, or before any investigating authority, may be admitted into the Program: Provided, That:

- a) The offense in which his testimony will be used is a grave felony as defined under the Revised Penal Code or its equivalent under special laws;
- b) His testimony can be substantially corroborated in its material points;
- c) The disclosure is voluntary, in writing, and under oath;
- d) the disclosure relates to an act constituting improper conduct; and
- e) the information to be disclosed is admissible in evidence.

If the appropriate department or office, after examination of said applicant and other relevant facts, is convinced that the requirements of this policy have been complied with, it shall admit said applicant to the Program, require said witness to execute a sworn statement detailing his knowledge or information on the commission of the crime, and thereafter issue the proper certification. For purposes of this Act, any such person admitted to the Program shall be known as the Witness.

## What are required from the person to be protected?

Before a person is provided protection under this Act, he shall first execute a Memorandum of Agreement which shall set forth his responsibilities including:

- a) to testify before and provide information to all appropriate law enforcement and/or administrative officials concerning all appropriate proceedings in connection with or arising from the activities involved in the offense charged;
- b) to avoid the commission of the crime;
- c) to take all necessary precautions to avoid detection by others of the facts concerning the protection provided him under this Act;
- d) to comply with legal obligations and civil judgments against him;
- e) to cooperate with respect to all reasonable requests of officers and employees of the Government who are providing protection under this Act; and
- f) to regularly inform the appropriate program official of his current activities and address.

## What is the effect of Breach of the Memorandum of Agreement?

Substantial breach of the memorandum of agreement shall be a ground for the termination of the protection provided under this Act: Provided, however, That before terminating such protection, the appropriate officer shall send notice to the person involved of the termination of the protection provided under this Act, stating therein the reason for such termination.

## Nature of the Proceedings in the Whistleblower program

All proceedings involving application for admission into the Program and the action taken thereon shall be confidential in nature. No information or documents given or submitted in support thereof shall be released except upon written order of the Department or the proper court.

## Confidentiality

Except as allowed by the rules of court, or as ordered by court, during and after a disclosure, and throughout after any proceeding taken thereafter, a whistleblower or an informant is entitled to absolute confidentiality about:

- (a) Personal identity;
- (b) The subject matter of the disclosure; and
- (c) The person to whom such disclosure was made.

There shall be no such confidentiality of personal identity if a whistleblower or an informant makes a public disclosure, unless, notwithstanding such public disclosure, the whistleblower has taken means and measures obviously intended to preserve anonymity.

## What are the Rights, protection and benefits of the Witness?

The witness shall have the following rights, protection and benefits:

Witness be removed from or demoted in work because or on account of his absences due to his attendance before any judicial or quasi-judicial body or investigating authority, including legislative investigations in aid of legislation, in going thereto and in coming therefrom: Provided, That his employer is notified through a certification issued by the Department, within a period of thirty (30) days from the date when the Witness last reported for work: Provided, further, That in the case of prolonged transfer or permanent relocation, the employer shall have the option to remove the Witness from employment after securing clearance from the Department upon the recommendation of the Department of Labor and Employment.

Any Witness who failed to report for work because of witness duty shall be paid his equivalent salaries or wages corresponding to the number of days of absence occasioned by the Program. For purposes of this Act, any fraction of a day shall constitute a full day salary or wage. This provision shall be applicable to both government and private employees.

To be provided with reasonable travelling expenses and subsistence allowance by the Program in such amount as the Department may determine for his attendance in the court, body or authority where his testimony is required, as well as conferences and interviews with prosecutors or investigating officers.

A whistle-blower who has made, or is believed or suspected to have made a disclosure is not liable to disciplinary action for making the disclosure. Prohibited acts include reprisals in the workplace or prejudicial conduct towards a whistleblower such as discriminatory actions behind policies and procedures, unwarranted reprimand, punitive transfers, malicious referral to a psychiatrist or counsellor, and unfounded or baseless poor performance reviews. Other prejudicial acts include obstruction of an investigation, withdrawal of essential resources, undue reports, and the attachment of false personnel file or notes.

# Corporate Social Responsibility



*The search for national growth and development begins with addressing the need for food, for the basic human right in a society is the right to food.*

*The National Food Authority is mandated to secure this basic human need. To the Filipinos, it is the need for available, accessible, affordable and safe to eat rice at all times across the country. Rice security is food security and food security is national security.*





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National Treasurer, DoF

#### **Atty. Ruth B. Castelo**

Undersecretary, DTI

#### **Mercedita A. Sombilla**

Concurrent Director, NEDA

#### **Atty. Ricardo P. Bernabe III**

Undersecretary, Office of the President

#### **Felicitimo C. Budiangan**

Undersecretary, DSWD

[click member name to view profile](#)

References:

[Directory of NFA Council Officials, Office of the Council Secretary](#)  
[Executive Order No. 62](#)



## Trainings/Seminars attended and Certificates received by appointive Council Members

### **Atty. Judy Carol L. Dansal, NFA Administrator**

- ⇒ Certificate of Compliance - Mandatory Continuing Legal Education  
Supreme Court of the Philippines MCLE Office  
Compliance Period: April 15, 2013 - April 14, 2016  
Validity: Until April 14, 2019

### **Edwin P. Paraluman, Farmers' Representative**

- ⇒ Certificate of Recognition - Farmers IEC Training-Workshop Series 2018  
Agri-biotechnology Capacity Building for ASFARNET-Philippines  
Date: May 3-4, 2018
- ⇒ Certificate of Recognition - Farmers IEC Training-Workshop Series 2018  
Agri-biotechnology Capacity Building for ASFARNET-Philippines  
Date: November 22, 2019
- ⇒ Certificate of Participation as Speaker - National Dialogue, Ag-Biotech  
for Food Security and Capacity Building of Bio-safety Regulators  
Date: December 11-12. 2019



## **CORPORATE GOVERNANCE SCORECARD**

### **TECHNICAL WORKING GROUP**

Atty. Ana Lorraine G. Santos-del Rosario  
Attorney V  
Legal Affairs Department  
*Chairperson*

Violeta S. Villarama  
Chief Grains Operations Officer  
Office of the Assistant Administrator for Finance and Administration

Corazon B. Abio  
Information Officer IV  
Public Affairs Department

Richelle-An P. Esquilona  
Project Evaluation Officer II  
Corporate Planning and Management Services Department

Paulo Anthony A. Jacinto  
Computer Programmer I  
Corporate Planning and Management Services Department

Jasmin C. Lintag  
Internal Auditor V  
Internal Audit Services Department

Tarcila C. Pasicolan  
Accountant IV  
Accounting Services Department

Atty. Irwin L. Peña  
Attorney IV  
Legal Affairs Department

Remedios Robel  
Human Resource Management Officer IV  
Human Resource Management Department

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2019  
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