NATIONAL ADMINISTRATIVE REGISTER · DECEMBER 4, 1989

MEMORANDUM NO. 0A-MEM-A-89-106 RE: IMPLEMENTING GUIDELINES ON THE GENERAL CALIBRATION PROGRAM (GCP)

NTA DAO-MM-A-89-46 MEMORANDUM, December 04, 1989

Read online (full-text search, related cases, audio case brief): https://batas.org/library/101e8e653308/

[Given below] is a Memorandum of the Honorable Administrator dated November 24, 1989 and a copy of the Guidelines for the Implementation of the General Calibration Program.

You are advised to disseminate the program to all staff and prospective licensees/trading centers, applicants and to submit list of other officials for deputation to be members of the Special Trading Inspection Team (STIT) to be constituted for said implementation.

For strict compliance.

Adopted: 4 Dec. 1989

(SGD.) ILDEFONSO P. CAFUGAUAN
Deputy Administrator for Operation

MEMORANDUM CIRCULAR

GUIDELINES FOR THE IMPLEMENTATION OF
A GENERAL CALIBRATION PROGRAM

In pursuance of the NTA mandate, powers and functions under Executive Order No. 245 and supplementary to existing rules and regulations governing trading of tobacco, the following guidelines for the implementation of a General Calibration Program are hereby adopted and issued for the information and guidance of all concerned:

A
Definition and Objectives

Calibration is a specific function or duty performed by the Office of the Treasurer and/or the Bureau of Standards, Department of Trade and Industry, which involves the marking, correcting and sealing of weighing device to prevent tampering. The supposition of the above and the adoption by NTA of corollary activities under our program are aimed towards the following:

1. to insure fairness in the selling/buying transactions between traders and farmers through the use of accurate weighing scales; and

2. to institute measures to forestall problems/issues in trading arising from same.

B
Target Beneficiaries and Coverage

Tobacco traders/buyers and farmers as defined under existing trading rules, especially flue-cured tobacco growing areas.

C
Implementing Strategies/Guidelines

1. NTA shall impose the use of a "Dial Type Weighing Scale" or a scaled "Toledo Scale" with a sensitivity of at least 500 kilograms.

2. As a prerequisite to the issuance of the license, trader-applicant shall be required to submit to the NTA a permit from and/or a certificate that his weighing scale/device had been calibrated by the Office of the Treasurer in his area of operation.

3. Monitoring and/or Spotchecking calibration of weighing scale shall be undertaken throughout the period of tobacco trading. Trading Inspection Teams shall be provided with a set of standard weights of 5, 10 and 20 kgs. duly approved by the Bureau of Standards, Department of Trade and Industry.

These functions shall be the responsibility of the Special Trading Inspection Team which shall be duly constituted to implement this program alongside their regular responsibilities of overall trading inspection/supervision.

4. To complement the team's effort in connection with the task, NTA employees who were assigned at Trading Centers and the Extensionists on field are enjoined to submit reports to cover personal observations and/or complaints of farmers related to the above. Said report should include the following information: Date/Time, Nature of Complaints and Complainants, Observations and Recommended Actions. Reporting and Action Taking should be coursed through appropriate channels. However, whether or not the problem is solved, the same should be reported to the Team for further appraisal and/or action.

D
Implementing Organization

As stated above, a Special Trading Inspection Team (STIT) shall be constituted to implement the program. Among others, the Team shall be tasked to conduct monitoring and/or spotchecking activities and, if necessary, initiate legal actions and/or institute appropriate measures as dictated by the situation. In addition, the Team shall also be tasked to:

a) study trading operations, systems and rule enforcement with the end in view of enhancing responsiveness and efficiency.

b) study existing system of documentation and reporting to insure their timeliness and accuracy; and

c) submit recommendations and institute immediate action measures on the basis of the findings relative to the above.

The STIT shall be headed by the Deputy Administrator for Operations (DAOP) as the Chairman, who will be assisted by the Manager of the Market Development and Regulations Department (MDRD) as Vice-Chairman and representatives from the Legal Affairs Staff (LAS), the Licensing and the Regulations Divisions of the MDRD, the Farm Development Department, (FDD), the Finance Department (FD), the Corporate Planning Staff (CPS) and the Management Services Staff (MSS) as members comprising the STIT Central Committee.

Provincial counterparts shall also be organized with the Branch Managers (BM) as the Team Leaders and with members ranging from 2-7 depending on the area of coverage. All members shall be issued Special Orders for the purpose.

E
Sanctions

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Willful violation of the provision is classified as one among the serious offenses under PD 1481 and therefore shall be dealt with in accordance with Section 37 of said P.D.

F
Effectivity

These guidelines shall take effect immediately.

(SGD.) ALONZO Q. ANCHETA
Vice Chairman and Administrator

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