

## E. PHILIPPINE TRADE TRAINING CENTER

### STRATEGIC OBJECTIVES

- MANDATE : The Philippine Trade Training Center (PTTC) develops training modules on export and import techniques and procedures; raises the level of awareness of Philippine businessmen on export opportunities and the availability of alternative sources of import products or diversified markets for export; offers specialized courses for specific industry groups directed at overcoming barriers to overseas market penetration; and conducts training programs in international trade practices, inspection techniques and exhibition mounting.
- VISION : It shall be a world-class trade training institution by 2022.
- MISSION : Advance the Philippine export sector's competitive position in the world market by providing valuable problem-solving approaches through integrated continuing education services.
- KEY RESULT AREAS : Rapid, inclusive and sustained economic growth
- SECTOR OUTCOME : Market access enhanced
- ORGANIZATIONAL OUTCOME : 1. Entrepreneurs transformed as export-ready/ exporters through training

**SECTION 1 : EXPENDITURE PROGRAM  
(in pesos)**

No./ Code	GASS / STO / OPERATIONS / PROJECTS	2014 Actual	2015 Current	2016 Proposed
000001000000000	General Administration and Support	11,090,000	10,213,000	11,768,000
	PS	10,003,000	8,466,000	9,667,000
	MOOE	1,087,000	1,747,000	1,774,000
	CO			327,000
000003000000000	Operations	29,618,000	38,588,000	33,186,000
	PS	11,940,000	9,472,000	11,743,000
	MOOE	17,208,000	18,116,000	21,443,000
	CO	470,000	11,000,000	
TOTAL AGENCY BUDGET		40,708,000	48,801,000	44,954,000
	PS	21,943,000	17,938,000	21,410,000
	MOOE	18,295,000	19,863,000	23,217,000
	CO	470,000	11,000,000	327,000

STAFFING SUMMARY

	2014	2015	2016
TOTAL STAFFING			
Total Number of Authorized Positions	55	57	57
Total Number of Filled Positions	46	47	47

OPERATIONS BY MFO	PROPOSED 2016			
	PS	MOOE	CO	TOTAL
MFO 1: BUSINESS MANAGEMENT TRAINING SERVICES	10,705,000	21,443,000		32,148,000

**SECTION 2 : EXPENDITURE PROGRAM BY CENTRAL / REGIONAL ALLOCATION, 2016  
(in pesos)**

REGION	PS	MOOE	CO	TOTAL
Regional Allocation (net of Central Office):	19,559,000	23,217,000	327,000	43,103,000
National Capital Region (NCR)	19,559,000	23,217,000	327,000	43,103,000
TOTAL AGENCY BUDGET	19,559,000	23,217,000	327,000	43,103,000

**SECTION 3 : SPECIAL PROVISION(S)**

- Appropriations for Programs and Specific Activities. The amounts appropriated herein for the programs of the agency shall be used specifically for the following activities in the indicated amounts and conditions:

## SECTION 4 : PERFORMANCE INFORMATION

## KEY STRATEGIES :

1. Development and implementation of business management training programs
2. Raising quality of services through systems improvement, human capital development and strategic partnerships with international organizations, academe and NGOs
3. More prudent management of financial resources and usage of own facilities

ORGANIZATIONAL OUTCOMES (OOs) / PERFORMANCE INDICATORS (PIs)	Baseline	2016 Targets
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**Entrepreneurs transformed as export-ready/ exporters through training**

% of PTTC assisted MSMEs taking positive actions to become exporters	500	10% (50)
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MFO / PIs	2016 Targets
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## MFO 1: BUSINESS MANAGEMENT TRAINING SERVICES

No. of MSMEs assisted through training		517
% of MSMEs who rate PTTC assistance as satisfactory or better		90%
% of MSMEs request responded to within three (3) days		90%

Appropriations/Obligations

(In Thousand Pesos)

Description	2014	2015	2016
New General Appropriations	36,345	47,237	43,103
General Fund		47,237	43,103
R.A. No. 10633	36,345		
Automatic Appropriations	1,750	1,564	1,851
Retirement and Life Insurance Premiums	1,750	1,564	1,851
Continuing Appropriations	141	104	
Unobligated Releases for Capital Outlays			
R.A. No. 10633		2	
Unobligated Releases for MOOE			
R.A. No. 10352	141		
R.A. No. 10633		102	
Budgetary Adjustment(s)	2,751		
Transfer(s) from:			
Miscellaneous Personnel Benefits Fund	2,751		
Total Available Appropriations	40,987	48,905	44,954
Unused Appropriations	( 279)	( 104)	
Unobligated Allotment	( 279)	( 104)	
TOTAL OBLIGATIONS	40,708	48,801	44,954

Proposed New Appropriations Language  
 For general administration and support, and operations, as indicated hereunder.....P 43,103,000  
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## New Appropriations, by Programs/Activities/Projects

	Current Operating Expenditures			
	Personnel Services	Maintenance and Other Operating Expenses	Capital Outlays	Total
PROGRAMS				
000001000000000 General Administration and Support	8,854,000	1,774,000	327,000	10,955,000
103001000100000 General Management and Supervision	P 8,854,000	P 1,774,000	P 327,000	P 10,955,000
Sub-total, General Administration and Support	8,854,000	1,774,000	327,000	10,955,000
000003000000000 Operations	10,705,000	21,443,000		32,148,000
000003010000000 MFO 1: BUSINESS MANAGEMENT TRAINING SERVICES	10,705,000	21,443,000		32,148,000
161003010100000 Planning, policy formulation and provision of trade related training research	2,406,000	899,000		3,305,000
161003010200000 Development and Implementation of Training Modules on Import and Export Techniques and Procedures in International Trade Practices, Inspection Techniques and Exhibition Mounting	5,371,000	4,842,000		10,213,000
161003010300000 Implementation of Training-related Servicing Programs through the use of the Center's facilities	2,928,000	15,702,000		18,630,000
Sub-total, Operations	10,705,000	21,443,000		32,148,000
TOTAL NEW APPROPRIATIONS	P 19,559,000	P 23,217,000	P 327,000	P 43,103,000
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## Obligations, by Object of Expenditures

CYs 2014-2016

(In Thousand Pesos)

	2014	2015	2016
Current Operating Expenditures			
Personnel Services			
Civilian Personnel			
Permanent Positions			
Basic Salary	14,873	13,032	15,420
Total Permanent Positions	14,873	13,032	15,420
Other Compensation Common to All			
Personnel Economic Relief Allowance	1,031	960	1,128
Representation Allowance	448	282	348
Transportation Allowance	347	282	348
Clothing and Uniform Allowance	210	200	235
Productivity Incentive Allowance	59	80	
Year End Bonus	1,163	1,086	1,284
Cash Gift	215	200	235

Step Increment		33	69
Collective Negotiation Agreement	1,102		
Productivity Enhancement Incentive	230		235
Performance Based Bonus	290		
Total Other Compensation Common to All	<u>5,095</u>	<u>3,123</u>	<u>3,882</u>
Other Benefits			
Retirement and Life Insurance Premiums	1,717	1,564	1,851
PAG-IBIG Contributions	52	48	57
PhilHealth Contributions	154	123	144
Employees Compensation Insurance Premiums	52	48	56
Total Other Benefits	<u>1,975</u>	<u>1,783</u>	<u>2,108</u>
TOTAL PERSONNEL SERVICES	<u>21,943</u>	<u>17,938</u>	<u>21,410</u>
Maintenance and Other Operating Expenses			
Travelling Expenses	80	315	324
Training and Scholarship Expenses	384	330	339
Supplies and Materials Expenses	499	1,100	1,133
Utility Expenses	7,728	7,892	8,129
Communication Expenses	702	900	928
Confidential, Intelligence and Extraordinary Expenses			
Extraordinary and Miscellaneous Expenses	118	110	110
Professional Services	2,408	605	3,605
General Services	5,160	6,890	6,890
Repairs and Maintenance	695	700	721
Taxes, Insurance Premiums and Other Fees	131	310	310
Other Maintenance and Operating Expenses			
Advertising Expenses	98	240	247
Printing and Publication Expenses	40	147	151
Representation Expenses	173	168	173
Transportation and Delivery Expenses		23	24
Rent/Lease Expenses	49	70	70
Membership Dues and Contributions to Organizations		3	3
Subscription Expenses	30	60	60
TOTAL MAINTENANCE AND OTHER OPERATING EXPENSES	<u>18,295</u>	<u>19,863</u>	<u>23,217</u>
TOTAL CURRENT OPERATING EXPENDITURES	<u>40,238</u>	<u>37,801</u>	<u>44,627</u>
Capital Outlays			
Property, Plant and Equipment Outlay			
Machinery and Equipment Outlay	470	11,000	327
TOTAL CAPITAL OUTLAYS	<u>470</u>	<u>11,000</u>	<u>327</u>
GRAND TOTAL	<u>40,708</u>	<u>48,801</u>	<u>44,954</u>