



Technical Report

Assessment of SPS Business Processes

by Cesar Virata and Associates (CVAI)

Prepared for

**Undersecretary Segfredo Serrano
Department of Agriculture
Republic of the Philippines**

Submitted for review to

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Preface

This report is the result of technical assistance provided by the Economic Modernization through Efficient Reforms and Governance Enhancement (EMERGE) Activity, under contract with the CARANA Corporation, Nathan Associates Inc. and The Peoples Group (TRG) to the United States Agency for International Development, Manila, Philippines (USAID/Philippines) (Contract No. AFP-I-00-00-03-00020 Delivery Order 800). The EMERGE Activity is intended to contribute towards the Government of the Republic of the Philippines (GRP) Medium Term Philippine Development Plan (MTPDP) and USAID/Philippines' Strategic Objective 2, "Investment Climate Less Constrained by Corruption and Poor Governance." The purpose of the activity is to provide technical assistance to support economic policy reforms that will cause sustainable economic growth and enhance the competitiveness of the Philippine economy by augmenting the efforts of Philippine pro-reform partners and stakeholders.

Aware that the administration of Sanitary and Phytosanitary (SPS) regulations in the Department of Agriculture (DA) is characterized by several dysfunctions at the legal, organizational and procedural levels, DA Undersecretary Segfredo Serrano requested technical assistance (TA) from USAID's Economic Modernization through Efficient Reforms and Governance Enhancement (EMERGE) Project to help streamline DA SPS administration. In response, EMERGE commissioned Cesar Virata and Associates (CVAI) to mobilize a team of six experts, one each in agricultural policy, legislative matters, organizational development, systems, institutional reform, and communication (Ms. Beulah de la Pena, Atty. Elizabeth Macaibay, Ms. Irene Villapando, Mr. Gerry Gazmen, Ms. Marinella Castillo and Mr. Benedicto Rayco), to provide the TA.

The Project Team was tasked to work with an interagency SPS Task Force consisting of selected DA officials on the diagnostics module of the TA. This module has the following outputs: 1) A Report on SPS Regulations and their Importance to Trade, 2) A Report on The Legal Parameters in the Administration of SPS Systems, 3) A Report on The Organizational System for Sanitary and Phytosanitary Administration, 4) A Report on The Business Processes in SPS, 5) A Report on Change Management, and 6) a summary, Integrative Report. (The DA has requested that the Report on Change Management not be distributed or released to the public.)

The views expressed and opinions contained in this publication are those of the authors and are not necessarily those of USAID, the GRP, EMERGE or the authors' parent organization.

Assessment of SPS Business Processes

Economic Modernization through Efficient Reforms and Governance Enhancement
(EMERGE)

Sanitary and Phyto-sanitary Regulations

March 2006

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ACRONYMS

AFSD	Animal Feeds Standard Division
AI	Avian influenza
ALOP	Appropriate Level of Protection
AO	Administrative Order
AQIS	Australian Quarantine and Inspection Service
ARED	Accreditation, Registration and Enforcement Division
ASEAN	Association of Southeast Asian Nations
BAFPS	Bureau of Agriculture and Fisheries Product Standards
BAI	Bureau of Animal Industry
BAS	Bureau of Agricultural Statistics
BFAD	Bureau of Food and Drugs
BFAR	Bureau of Fisheries and Aquatic Resources
BOC	Bureau of Customs
BPI	Bureau of Plant Industry
BPS	Bureau of Product Standards
BSE	Bovine Spongiform Encephalopathy
CABI	CAB International
CAFAL	Central Animal Feed Analysis Laboratory
CBW	Customs Bonded Warehouse
CC	Commodity Clearance
CD	Compact Disc
CO	Central Office
CODEX	Codex Alimentarius Commission
COMI	Certificate of Meat Inspection for Domestic Transport
CS	Cold Storage
DA	Department of Agriculture
EMERGE	Economic Modernization through Efficient Reforms and Governance Enhancement
FAO	Food and Agriculture Organization
FDC	Food Development Center
FMD	Food and Mouth Disease
FME	Foreign Meat Establishment
GATT	General Agreement on Tariff and Trade
GAP	Good Agricultural Practice
GMP	Good Manufacturing Practice
HACCP	Hazard Analysis Critical Control Point
IMIC	Imported Meat Inspection Certificate
IMUC	Imported Meat Utilization Certificate
IPPC	International Plant Protection Convention
IRA	Import Risk Analysis
IRR	Implementing Rules and Regulations
IRRI	International Rice Research Institute
IT	Information Technology
ITCAF	Information Technology Center for Agriculture and Fisheries
IVC	International Veterinary Certificate
LGU	Local Government Unit
LSD	Laboratory Services Division
MAV	Minimum Access Volume

MCO	Meat Control Officer
MDV	Meat Delivery Van
MI	Meat Inspector
MIC	Meat Inspection Certificate
MIEAID	Meat Import/Export Assistance and Inspection Division
MMP	Meat and Meat Product
MPP	Meat Processing Plant
MS	Microsoft
NMIS	National Meat Inspection Service
NPAL	National Pesticide Analytical Laboratory
NVQS	National Veterinary Quarantine Service
OIE	Office International des Epizooties
OMIC	Official Meat Inspection Certificate
PAHC	Philippine Animal Health Center
PC	Phytosanitary Certificate
PCA	Philippine Coconut Authority
PD	Presidential Decree
PDP	Poultry Dressing Plant
POID	Plant Operation Inspection Division
PQO	Plant Quarantine Officer
PQS	Plant Quarantine Service
PRA	Pest Risk Analysis
RA	Republic Act Risk Analysis
RFU	Regional Field Unit
SGS	Societe Generale des Surveillance
SPS	Sanitary and Phyto-sanitary
SSOP	Sanitation Standard and Operating Procedure
TBT	Technical Barriers to Trade
TWG	Technical Working Group
UP	University of the Philippines
USAID	United States Agency for International Development
USDA	United States Department of Agriculture
USFDA	United States Food and Drug Administration
VBSS	Veterinary Biologics Standardization Section
VDAP	Veterinary Drugs and Products
VHC	Veterinary Health Certificate
VQC	Veterinary Quarantine Clearance
VQIC	Veterinary Quarantine Inspection Certificate
VQMILC	Veterinary Quarantine and Meat Inspection and Laboratory Certificate
VQO	Veterinary Quarantine Officer
VTAC	Veterinary Technical Advisory Committee
WTO	World Trade Organization

1. Introduction

1.1 Background and Scope of the Study

1.1.1 Background of the Study

In the Philippines, SPS administration is implemented by 12 bureaus and agencies of the Department of Agriculture (DA), together with the Bureau of Food and Drugs (BFAD) of the Department of Health and the Bureau of Product Standards (BPS) of the Department of Trade and Industry. An analysis conducted by the DA revealed that there is dysfunction in its administration of SPS measures, possibly due to institutional, legal, organizational, and procedural weaknesses which adversely impact the authorities and capacities of its regulatory agencies.

In view of this analysis, DA Undersecretary Segfredo Serrano requested technical assistance from international donor agencies, including the USAID Economic Modernization through Efficient Reforms and Governance Enhancement (EMERGE) Project. EMERGE, in turn, initiated the “Technical Assistance on Streamlining the DA’s Sanitary and Phytosanitary (SPS) Administration” on June 2005. This technical assistance aims to:

1. Formulate a consistent and adequate legal and administrative policy framework for SPS regulations to be effective and least trade restrictive;
2. Develop transparent, firm-neutral, and simplified processes for enforcing SPS measures effectively; and
3. Institutionalize effective and sustainable organizational, technical, and funding arrangements for SPS enforcement.

The technical assistance will be given in three phases, (1) a diagnostic phase, (2) a re-design phase, and (3) an installation phase. It is currently in the diagnostic phase.

The diagnostic phase aims to identify the most trade-important SPS measures and documents and then assess the current legal, organizational, procedural, and technical arrangements and resources for implementing these measures. This phase will highlight the various weaknesses of the present system and recommend areas for improvement. It will also identify the various stakeholders and their respective interests in the most important SPS measures.

1.1.2 Scope of the Study

This study is a component of the diagnostic phase of the technical assistance. It documents and assesses the current SPS business processes in four key regulatory agencies of the DA, namely, the Bureau of Plant Industry (BPI), the Bureau of Animal Industry (BAI), the National Meat Inspection Service (NMIS), and the Bureau of Agriculture and Fisheries Product Standards (BAFPS).

1.2 Methodology

SPS enforcement activities in the Philippines are analyzed using:

1. The Quarantine Continuum model of Australia which redefines the role of quarantine from a traditional border operation to a continuum composed of 3 sets of quarantine or SPS enforcement activities, namely, pre-border, border, and post-border. It emphasizes the equal importance of (a) restricting entry of unwanted pests and diseases and unsafe food, (b) monitoring and surveillance within the border and (c) national preparedness for, and in response to, incursions. Among other ends, this model helped to determine the scope and focus of the study.
2. A more detailed look at the SPS business processes as these apply to feeds, meat, apples and bananas. The focus on these products provides a more concrete illustration of the state of the overall SPS process at the DA.

In the analysis of SPS enforcement activities by the DA, agency overlaps and gaps were identified based on SPS process elements, commodities and SPS objectives.

Information for all these analyses was collected from the following sources:

1. Consultations with representatives from the four regulatory agencies of the DA responsible for SPS administration, namely, the BAI, BAFPS, BPI;
2. Consultations with industry stakeholders;
3. Review of documents relevant to SPS administration provided by the agencies;
4. Review of performance management and information management systems and measures; and
5. Review of international literature on quarantine.

The researchers did not inspect quarantine facilities and operations in the DA's regional and central offices. Also, this study does not cover any time and motion analysis of compliance activities of stakeholders as well as the administrative cost on the part of the regulator to enforce the SPS measures.

1.3 Organization of the Report

This paper is organized as follows: Chapter I describes the study. Chapter II puts the study in context while Chapter III reviews the main components of the SPS Business Process. Chapter IV examines the processes involved for specific products. Chapter V assesses the SPS business process. Chapter VI recommends improvements.

2. Context of the Study

The purpose of the DA SPS business process is to facilitate and control the trade of agricultural products in the Philippines using measures that are consistent with the SPS

Agreement. This Agreement, part of General Agreement on Tariffs and Trade (GATT), as a result of the Uruguay Round of the negotiations, provides the rules that may be implemented by members of the World Trade Organization (WTO) to protect human, animal, and plant life and health from foreign pests, diseases, and contaminants.

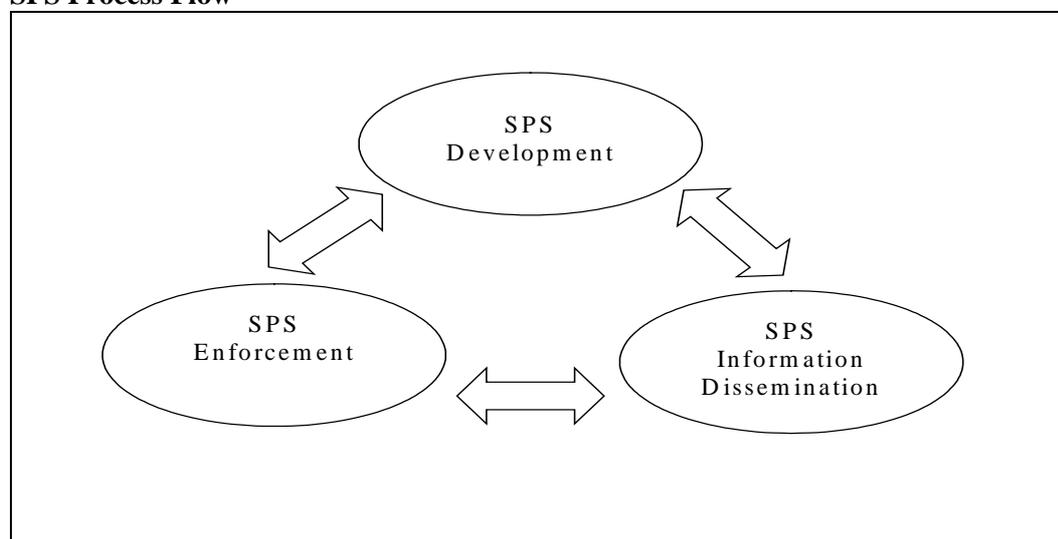
The SPS Agreement attempts to strike a proper balance between the need to protect both the health of humans and animals and the environment, on one hand, and the desire to encourage more and better trade among nations. While it encourages harmonization and transparency in the implementation of SPS measures, it also recognizes the equivalence of different measures and regional differences. Thus, it allows WTO members to adopt trade-restricting measures to protect human, animal, and plant life and health, provided such measures are based on a scientific assessment of the risks, are applied only to the extent necessary to achieve public health or environmental goals, and do not discriminate between domestic and foreign products or threats.

As a country that both imports and exports agricultural products, the objectives of the Philippines' SPS process are to promote biosecurity and global market access.

3. Components of the SPS Process

The SPS process has three main components, namely, SPS Development, SPS Enforcement, and SPS Information Dissemination. The figure below is a high-level diagram of the SPS process showing a continuous flow of information to and from each component.

Figure 1
SPS Process Flow



The four regulatory agencies that are the subjects of this study, namely, the BAI, BAFPS, BPI, and NMIS, each perform these main components of the SPS process, although in various degrees. The current work of the BPI and BAI are tilted more on SPS enforcement. The work of the BAFPS, on the other hand, tends to focus more on SPS development but also involves enforcement and enforcement monitoring. The NMIS, meanwhile, gives almost equal attention to development and enforcement. All four agencies are involved in SPS information dissemination.

The delineation of SPS functions at the DA is largely based on commodity groups and SPS objectives. The BAI's focus is on animal health, while that of the BPI is on plant health and food safety. The NMIS and BAFPS focus on food safety as well as product quality.

Although the BPI has food safety as an SPS objective, in practice, there is no DA agency responsible for the enforcement of SPS measures relating to food safety for plant and plant products. While the importation of all plant-based products passes through the BPI Plant Quarantine Service (PQS), its mandate is explicit only on protecting plants against pests and diseases. The National Pesticide Analysis Laboratory (NPAL), meanwhile, only performs food safety monitoring for pesticide residue levels and has no enforcement mandate. This gives rise to the situation where imported peanuts are not tested for aflatoxin but desiccated coconut and animal feeds are tested for aflatoxin by the Philippine Coconut Authority (PCA) and BAI, respectively.

In terms of commodity groups, this delineation of functions is shown in the following table.

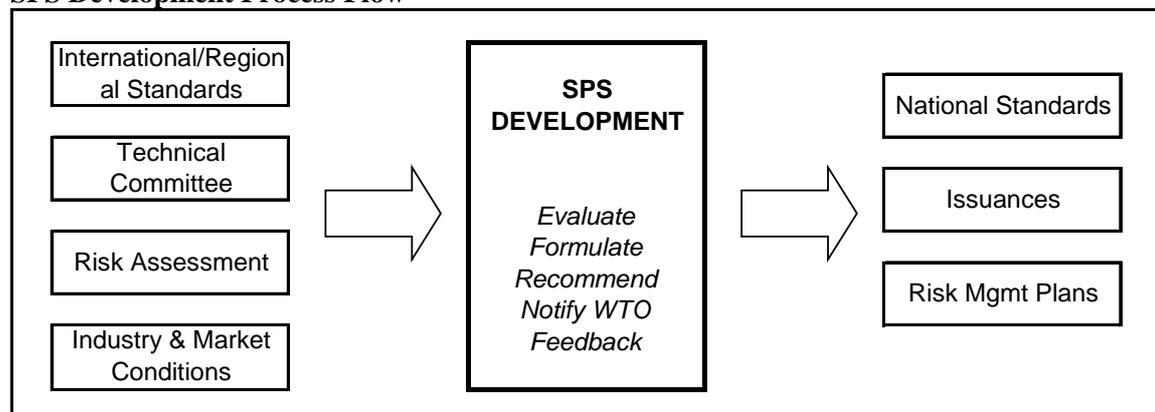
Table 1
Range of SPS Functions, by Regulatory Agency

SPS Functions	BAI	BPI	NMIS	BAFPS
SPS Process Component	Development, Enforcement and Information Dissemination	Development, Enforcement and Information Dissemination	Development, Enforcement and Information Dissemination	Development Enforcement and Information Dissemination
SPS Objective	Animal Health (NVQS)	Plant Health (PQS) Food Safety (NPAL - monitoring only)	Food Safety	Food Safety
Commodities	Animals, Animal Products and By-Products	Plants and Plant Products	Meats and Meat Products (fresh, primary and secondary processed)	Agricultural and Fisheries Products (fresh, primary, and secondary processed); Cut flowers; Organic agriculture

3.1 SPS Development

SPS Development involves activities by which the DA evaluates, formulates, recommends, harmonizes, and monitors science-based international and regional standards, risk assessments, and industry and market conditions using a team of technical experts to come up with science-based national standards, issuances, and risk management plans. Figure 2 shows the overall process flow for SPS development.

Figure 2
SPS Development Process Flow



SPS development includes standards development and Risk Analysis (RA). One important type of RA is Import Risk Analysis (IRA), which is required to define regulations on what products can be brought into the Philippines from where and under what conditions.

With the creation of the BAFPS and the recent reorganization of the NMIS, standards development is fast becoming an established process in SPS development. However, the standards developed by both agencies go beyond ensuring product safety, an SPS objective, and include promoting product quality which is not an SPS concern and is, by nature, voluntary. Thus, the agencies tasked with SPS enforcement are unable to use these standards to impose mandatory product safety compliance.

On the other hand, the practice of RA, while done across all agencies, is spotty. The RA process is supposed to be structured, science-based, guided by a risk analysis handbook, undertaken by a panel of experts (if required), and uses both quantitative and qualitative methods of analysis. The BPI and BAI admit to an “informal” process; i.e., with no norms, handbook, or outside experts and little quantitative analysis and documentation. Thus, these agencies expressed concern that their systems are not at par with those of the international community. The NMIS, on the other hand, is confident in its use of HACCP in managing risk associated with the post-production and processing components of the food supply chain. The BAFPS, meanwhile, has developed the standards for Good Agricultural Practices (GAP) but the quality of the RA that underpins these standards is not clear. All agencies expressed the need for improving the RA process, especially in quantitative analysis, and for developing handbooks for pest risk analysis and insect risk analysis.

All agencies opt to adopt international standards¹ since these free them from formulating and implementing their own RA processes while avoiding negative reactions from trading partners. Table 2 shows the key processes practiced by the agencies in SPS Development. Annex Table 1 lists the elements of Import Risk Assessment practiced by the agencies while Attachment A1 contains a list of documents relevant to SPS development.

¹ Three international institutions develop international standards – the CODEX on food, the OIE on animal products, and the IPPC on plant products. The Philippines and other Member countries may or may not adopt the standards following the SPS Agreement.

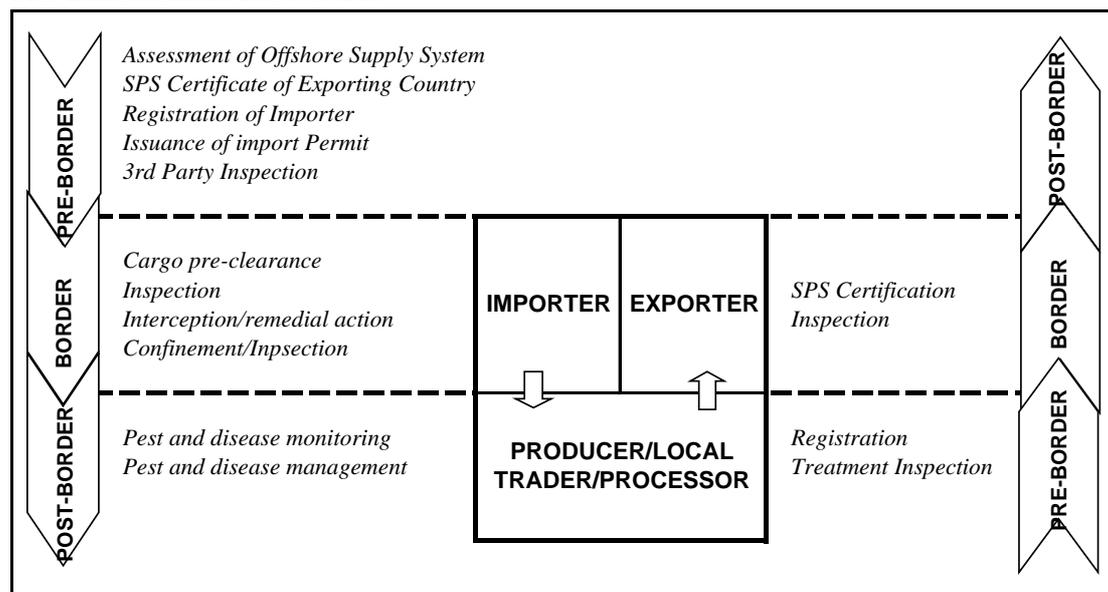
Table 2
Processes in SPS development, by Regulatory Agency

Process	BAI	BPI	NMIS	BAFPS
Standards Setting				
Products Covered	For livestock and animal products except feeds. Requests assistance from BAFPS for feeds.	For seeds. For all others, requests assistance from BAFPS.	For meat and meat products except labeling which is performed by BAFPS; Consults with BAFPS on meat safety standards.	Main product standards setting body. Always works in consultation with agencies concerned with product
Basis	Follows OIE (ex. For BSE).	Follows IPPC.	Follows CODEX under RA9296 Sec 44.	Follows CODEX
Risk Assessment				
Types Performed	Performs formal and informal IRA. Qualitative, routine risk analysis	Performs formal and informal Pest Risk Analysis (PRA) Qualitative, routine and non-routine risk analyses	Performs formal RA. Qualitative, routine risk analysis.	Performs formal and informal RA. Quantitative and qualitative, routine and non-routine risk analysis; Issues response to WTO notification.
Methods	Follows OIE risk analysis Uses mostly in-house experts.	Follows IPPC pest risk analysis but required by IPPC to formulate own Pest Risk Analysis (PRA) Handbook.	Adopts CODEX and HACCP Risk Analysis	Adopts CODEX risk analysis; Creates TWG by commodity or across commodities (ex organics and GAP); Conducts public consultations
Sources of Data	From OIE Terrestrial Animal Health Code and exporting country	From IPPC and research institutions (ex. IRRI)	From CODEX, OIE, reliable institutions and other countries	Local experts from academe and industry are part of TWG; International experts are consulted by phone or e-mail. Data and studies come from regulatory agencies or regions asked to generate data

3.2 SPS Enforcement

The SPS enforcement process can be viewed as a continuum of activities that can be classified in terms of where, in relation to the international border, these take place. In other words, activities can be classified into pre-border, border and post-border activities. Domestic activities are post-border for imports but become pre-border for exports. Figure 3 shows the process flow for SPS enforcement in the context of global trade. The following discussions will use the context of importing in classifying the activities.

Figure 3
SPS Enforcement Process Flow



3.2.1 Pre-border Quarantine Activities

The BPI, NMIS and BAI undertake pre-border quarantine activities. All these agencies pre-accredit and/or inspect the import source, which can be country-wide or system-wide (especially for traditional trading partners) or involve a specific region, province or exporting establishment. The BAI also pre-inspects the first import shipment as part of its accreditation process. It and the BPI require that an import permit be obtained prior to shipment and that a certification (phytosanitary certificate, veterinary quarantine clearance, or international meat inspection certificate) from the recognized quarantine authority of the exporting country accompany the shipment. The NMIS and BAI also require certification from the SGS. These pre-border activities are shown in Table 3.

Attachment A2 contains a list of documents relevant to pre-border quarantine activities.

Table 3
Pre-border Quarantine Activities by Regulatory Agency

Pre-border Quarantine Activities	BAI	BPI	NMIS
Assessment of off-shore supply system	Yes	Yes	Yes, for accreditation of foreign meat establishments
Issuance of Import Permit	Yes	Yes	No
Certification from recognized SPS authority in country of origin	Yes, International Veterinary Certificate (IVC)	Yes, Phytosanitary Certificate (PC)	Yes, International Meat Inspection Certificate (IMIC)
pre-inspection or pre-clearance of goods before export at the country of origin	For first shipment as part of accreditation	No; violation of TBT agreement	No; not in mandate
Overseas certification	Yes; SGS special case for buffalo meat from India	No	Yes; SGS special case for buffalo meat from India

3.2.2 Border Quarantine Activities

Border quarantine activities include inspection, interception, seizure, and remedial action. These also include confinement on arrival, checking during confinement, and subsequent action as appropriate.

All three enforcement agencies, namely, the BPI, BAI, and NMIS, have border activities. The BPI and the BAI are present at the border points of entry to inspect products for plant/animal health purposes before these are allowed in. Additionally, after entry, imported meat is directed to accredited cold storage facilities where the NMIS inspects the same for food safety before these are released for processing or sale. Imported livestock are sent to the importers' farms where the same are quarantined and observed for a month. The BPI requires imported seed to be quarantined at the nurseries. These border activities are shown in Table 4.

While the BAI and BPI are present in the international ports and airports to inspect commercial cargo, courier mail, and passenger baggage, the BAI does not inspect international postal mail while the BPI does so but not consistently. Also, unlike in other countries, there is no surveillance at the wharfs and depots, which, as points of backdoor entry, could allow the entry of unwanted and unsafe products.

A significant component of border quarantine is the interface between the BOC and the DA. Under the current system, the BOC is notified by cargo shipping lines and airlines of shipment arrivals. It then performs its inspection, and, based on its inspection, determines whether or not DA inspection is required.

The BAI and BPI Quarantine officers (QOs) expressed concern about how poorly this system works. Since they have no access to the BOC cargo clearance system and do not receive any copy of the inward foreign manifest from the shipping and airlines, they are totally dependent on the Customs Officer. Some experienced QOs are able to obtain

arrival information by making direct inquiries or photocopying BOC documents but admit that this is inadequate.

Attachment A3 contains a list of documents relevant to border quarantine activities.

Table 4
Border Quarantine Activities, by Regulatory Agency

Elements of Border Quarantine Activities	BAI	BPI	NMIS
Inspection at Point of Entry	For international courier mail, commercial import cargo (airport and seaport), passengers shipping vessels, international passenger airlines None for international postal mail	For international courier mail, commercial import cargo (airport and seaport), passengers shipping vessels, international passenger airlines Weak, international postal mail	None
Other Points of Inspection	on farm	in nursery	in cold storage
Notification of Arrival of Cargo Shipment	Veterinary Quarantine Officers (VQOs) are notified by BOC and sometimes by importer. Lacks electronic access to BOC system. VQOs do not get any copy of Inward Foreign Manifest (IFM). Only 2 copies of Inward Foreign Manifest (IFM) are submitted by shipping lines and airlines to BOC and DOH, respectively.	Plant Quarantine Officers (PQOs) are notified by BOC. Lacks electronic access to BOC system. PQOs do not get a copy of the FMI. Since BOC inspects commodities first, there are cases where commodities passed BOC inspection and were not referred to DA.	

3.2.3 Post-Border or Domestic Quarantine Activities

The BAI, BPI and NMIS conduct post-border quarantine activities, together with domestic quarantine measures, all of which are aimed at preventing the spread of pests and diseases from infested areas to pest-free or disease-free zones in the Philippines. The domestic quarantine activities of the BAI, BPI and NMIS include (a) monitoring and surveillance for pests and disease outbreak; (b) inspection at the farm, slaughterhouse, feed manufacturing plants, meat plant and/or domestic borders; (c) registration and/or accreditation of the meat vans, animal handlers, feed products; and (d) certification that

allows trade, transport, or slaughter of the subject products. These post-border activities are listed in Table 5.

Monitoring and surveillance for pests and diseases, suffering from limited funds, is selective. For the BAI, only the FMD and Avian Influenza programs have funds and task forces. For the BPI, the lack of funds for surveillance and monitoring explains the absence of a national pest database, which should be a basis for risk assessments.

Attachment A4 contains documents relevant to post-border quarantine activities.

Table 5
Post Border Quarantine Activities, by Regulatory Agency

Post-border Quarantine Activities	BAI	BPI	NMIS
Monitoring and surveillance of pests and diseases	Yes, only for 7 primary diseases: Hemorrhagic Septicemia, Rabies Newcastle, Avian Influenza, Hog Cholera, and FMD Only FMD and Avian Influenza programs have funds and task forces.	Yes, only selected like Mango Seed Weevil	Yes FMD at slaughterhouse
Inspection	On farm; at slaughterhouse, at domestic border	At domestic border	At slaughterhouse, at meat plant
Certification	Veterinary Health Certificate (VHC) also domestic shipping permit	Domestic Plant Quarantine Permit	Imported Meat Utilization Certificate (IMUC) for ensuring that imported buffalo meat is used for processing ² Certificate of Meat Inspection (COMI) – for transfer of imported meat Meat Inspection Certificate (MIC) – for processed products, slaughterhouse, dressing plants, and meat processing plants

² Buffalo meat from India, an FMD-infested country, is allowed from pre-accredited plants on condition that these are to be processed and should never enter the consumer market

3.2.4 *Export Quarantine Activities*

The BAI, BPI and NMIS also undertake export quarantine activities to ensure that Philippine exports comply with the import requirements of trading partners. Depending on the requirements of the importing country, some kind of product inspection or product treatment inspection is done on the goods to be exported. The inspection is done prior to the issuance of certificates that are generally required by the importing countries.

These export quarantine activities are enumerated in Table 6 and Attachment A5 lists documents relevant to export quarantine activities.

Table 6
Export Quarantine Activities, by Regulatory Agency

Export Process	BAI	BPI	NMIS
Product and Treatment Inspection	Yes	Yes	Yes
Certification	Issuance of International Veterinary Certificate (IVC) for animal and animal products Issuance of Commodity Clearance (CC) for animal by-products	Issuance of Phytosanitary Certificate (PC) Issuance of Commodity Clearance (CC)	Issuance of Official Meat Inspection Certificate (OMIC)

3.2.5 *Traceability and Operational Risk Management*

Traceability and Operational Risk Management are principles that lend efficiency to the SPS enforcement process. Traceability is the capability to identify the origins of a particular product. It is important for stemming the spread of pests, diseases, and unsafe food. Operational risk management, on the other hand, is about understanding and appropriately treating varying risks, for example between points of entry, origins, or establishments. Of the agencies under study, the NMIS observes the principle of traceability in its quarantine activities for imported, exported, and domestically traded products. The BAI quarantine activities allow traceability only for exported products from commercial farms, while the BPI allows traceability only for exported mangoes.

Operational risk management is hardly observed by all agencies. The individual inspectors from these agencies are able to profile risks through experience and, more often than not, do so in the conduct of inspection activities. This, however, is not data-based and not formally shared with other inspectors. The data on breaches and leakages in quarantine is spotty, making formal risk profiling difficult. Nonetheless, the NMIS is planning to database the performance of their accredited establishments in order to shorten the processing period for accreditation renewals for the good performers.

3.3 SPS Information Dissemination

SPS Information Dissemination involves activities where the DA promotes, markets, tracks and informs the government, industry stakeholders, and the community of SPS measures, issuances, documentations, lists, inventories, alerts, notices, reports, publications, and procedures developed and enforced by the DA. Information is disseminated through the media, publications, electronic repositories, and meetings or town hall sessions (Figure 4).

The characteristics of the SPS information dissemination processes implemented by regulatory agency are shown in Table 7.

Figure 4
SPS Information Dissemination Process Flow

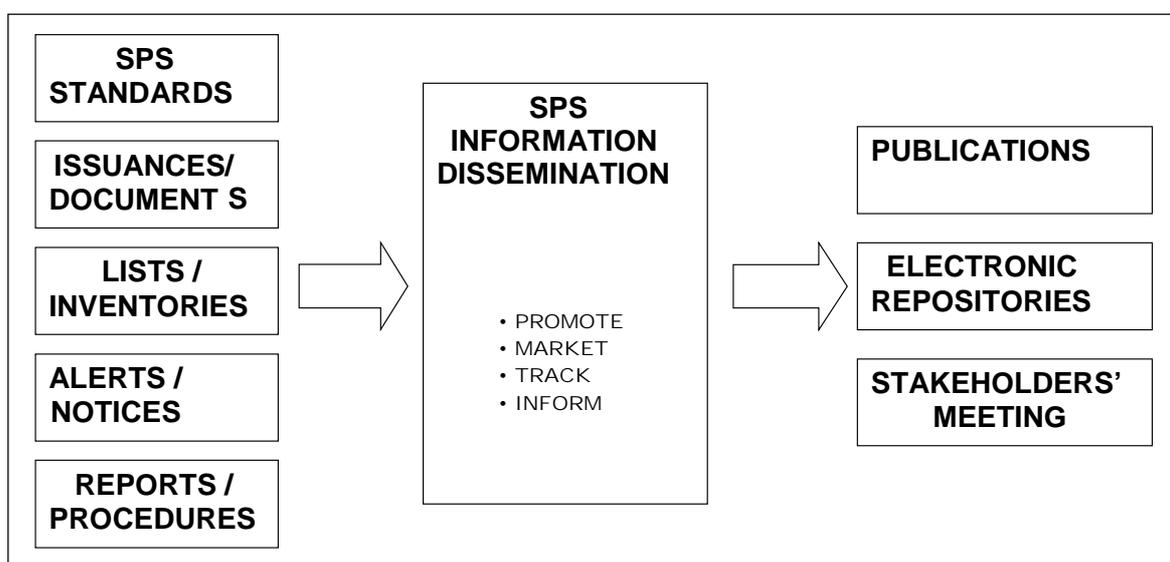


Table 7
Characteristics of the SPS Information Dissemination Processes by Regulatory Agency

Info. Dissemination Process	BAI	BPI	NMIS	BAFPS
Transparency	<p>Conducts consultations on draft guidelines before issuances are finalized.</p> <p>Consistent with OIE requirement of publication in 2 daily news-papers for 2 consecutive weeks</p> <p>Publication in UP Law Center official gazette</p>	<p>Conducts consultations</p> <p>Publishes in newspapers</p>	<p>Conducts consultations on draft guidelines before finalizing issuances.</p> <p>Publication in 1 or 2 daily newspapers of general circulation once within period prescribed by law.</p> <p>Publication in UP Law Center official gazette</p>	<p>Conducts consultation</p> <p>Yes, hardcopy, electronic (internet, CD)</p> <p>Use of print and television media is too expensive</p>

Info. Dissemination Process	BAI	BPI	NMIS	BAFPS
Timeliness	Yes, published within the required period	Timely publication is hampered by lack of funds	Issuances are published within period prescribed by law.	Yes, immediately published in website after policy approval
Accessibility of information	<p>Needs improvement;</p> <p>ITCAF retypes AOs and publishes them at DA website even if soft copies are available at BAI.</p> <p>Midyear and year-end consultations with regional QO's (1 rep per region);</p> <p>Regional QOs are then expected to train all deputized regional VQOs.</p> <p>Dissemination mode to deputized QOs depends on capability and skill of regional QO who attended the workshop and personally received fax copies of AOs .</p>	<p>Needs improvement</p> <p>Sometimes AOs do not get to the quarantine officers</p>	<p>Needs improvement</p> <p>All documents from working draft to final issuance are available on website</p> <p>No problem disseminating to regional offices because they are part of crafting the issuances.</p> <p>Working drafts are sent to regions for comment</p> <p>Regional direct-ors attend work-shop at central office and then echo to regional offices.</p>	<p>Yes,</p> <p>Internet website and CDs given to stakeholders</p>

Info. Dissemination Process	BAI	BPI	NMIS	BAFPS
Procedures – national work instruction manual	“Red Book” is out-dated (1970’s) and not available to all officers	“Green Book” is out-dated and not available to all officers	<p>“Green Book” is out-dated (1975);</p> <p>IRR of PD7 is not available to all officers.</p> <p>AO6 is not that comprehensive; there is a need to provide detailed instructions.</p> <p>Lacks a comprehensive book on conduct of inspection and relies on outdated procedures manual</p> <p>Ex. In the manual, it only states “inspect imported meat and meat products” but no details on how to. For now, inspectors follow what was learned in training.</p>	
Procedures on Risk Analysis	Import Risk Analysis Needed	Pest Risk Analysis Handbook needed	Available for HACCP, GMP and SSOP	Risk Analysis Handbook needed

4. Specific Processes

This chapter looks at specific processes for selected SPS enforcement activities to gauge how these restrict or facilitate business and how efficiently or effectively the SPS agencies perform their enforcement functions. The review shall use specific products to illustrate the process as the process can differ across products.

4.1 Export of Plant Products

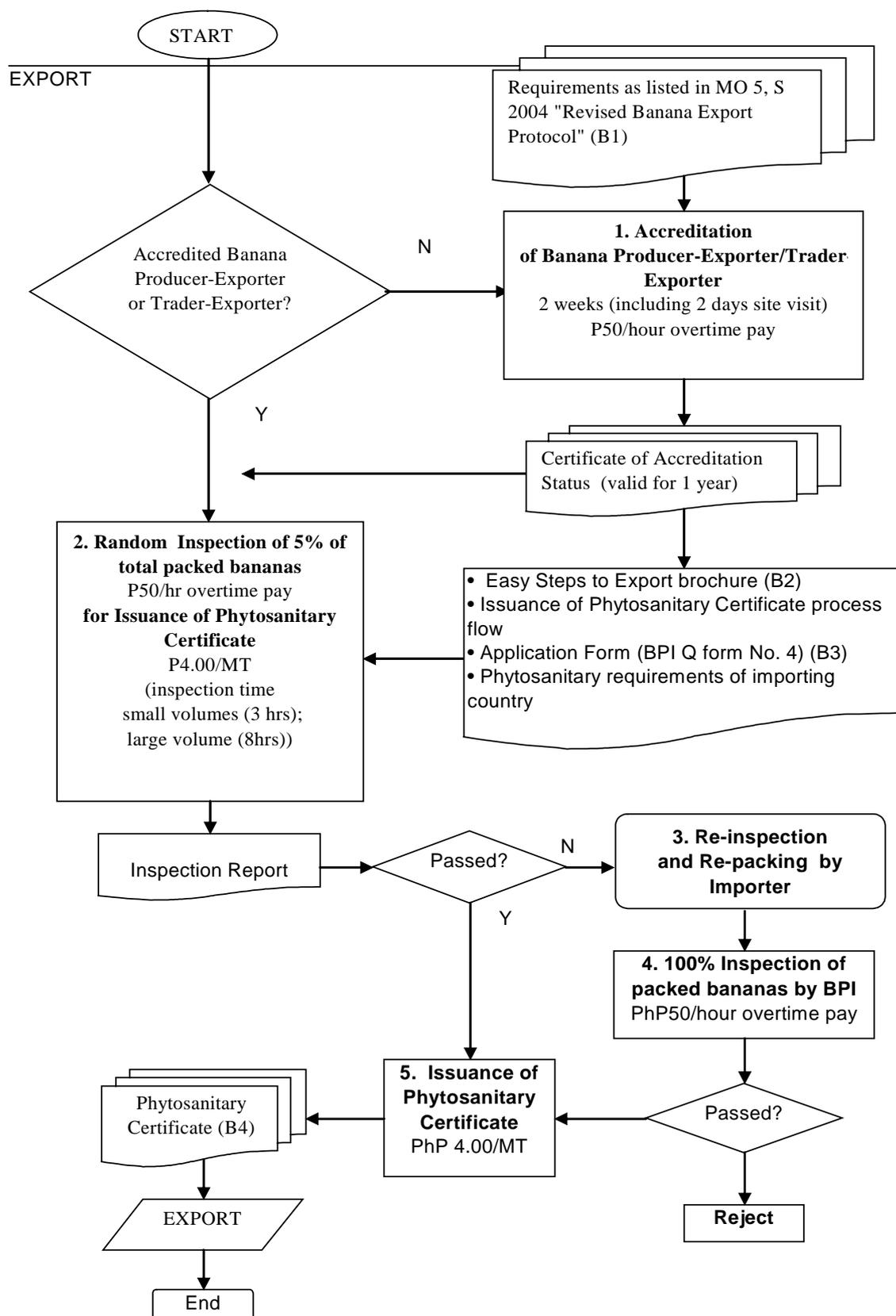
The process for exporting plant products is exemplified by the case of banana.

4.1.1 Overview

The export of fresh banana has five major steps, namely, (a) accreditation of producer-exporter or trader-exporter, (b) random inspection on five percent (5%) of the total packed bananas, (c) re-inspection and re-packing by the importer, (d) 100% inspection of packed bananas, and (e) issuance of phytosanitary certificate. All the steps in this process are manual. Figure 5 gives a high-level view of this process. Attachments B1 to B4 contain sample documents used in the export of fresh banana.

Figure 5. Export of Fresh Banana Process Flow

EXPORT OF FRESH BANANA



4.1.2 *The Sub-Processes*

Accreditation of Banana Producer-Exporter or Trader-Exporter

Only accredited banana producer-exporters or trader-exporters are allowed to export fresh banana. Banana producer-exporters manage or operate their own farms and are direct exporters while banana trader-exporters are direct or indirect exporters who do not manage or operate their own farms, and the fruits they export are purchased from banana producers. Banana exporters are from Region 12 in Davao.

During accreditation, which the BPI conducts to satisfy the requirements of importing countries, the PQS station evaluates documents, conducts site visits, and makes recommendations. The documents are then forwarded to the PQS Central Office for review and approval. Accreditation takes 2 weeks and is renewed annually.

Random Inspection on Five Percent (5%) of the Total Packed Bananas

Packed bananas are either inspected at the exporter's packinghouse or at the quarantine office that will issue the phytosanitary certificate. Small volumes are inspected for 3 hours, while big volumes for at least 8 hours. Random inspection is done through ocular inspection and identification of pests present, after which a marking of either "Inspected and Passed" or "Inspected and Failed" with recommendation is affixed to the inspection report.

When necessary, further inspection of the fruit can be done at the port of exit, following the same sampling size.

Re-inspection and Re-packing

According to the BPI, this process is performed by the exporter because it is the only remedy for bananas that failed random inspection since commodity treatment is not applicable to bananas. During re-inspection and re-packing, the importer ensures that the packinghouse is sanitized before bananas are packed again.

100% Inspection of Packed Bananas

This process is performed, according to the BPI, to prevent the entire shipment from being seized and destroyed after failing 5% inspection. Bananas that fail 100% inspection at the packinghouse are rejected.

The Issuance of the Phytosanitary Certificate

As mandated by PD 1433, the BPI performs this process 'to certify that the plant products have been inspected according to appropriate procedures and are considered to be free from quarantine pests and practically free from other injurious pests, and that they are considered to conform to the current phytosanitary regulations of the importing country'. This process is also used by the BPI for traceability.

4.1.3 *Process Analysis*

The export of plant products seems simple enough but is striking in its lack of documentation, an issue which will be fully discussed in a later section, with most information coming from interviews with BPI PQ inspectors who were quite knowledgeable of the export process. Since there is insufficient documentation on each specific step, the export process of banana will be discussed in its entirety.

There are obvious bottlenecks in this process, as shown in Figure 5, namely, (a) the accreditation of exporter, a 2-week long activity inclusive of a 2-day site visit, (b) re-inspection and repacking by the importer, includes the sanitation of the packing house, and (c) 100% inspection of packed bananas, which, based on a 3-8 hour inspection of 5% sampling, may take anywhere from 60 to 160 hours, or 7 to 20 working days. There is no data on the number of incidences requiring re-inspection and re-inspections that subsequently passed. Nevertheless, one can surmise that this process is resource intensive.

Addressing the root cause of inspection failure and using new technology in inspection, if these are not being done already, would ease the capacity load of the process.

PQ inspectors also admit that exported banana cannot be traced back to the farm. Only exported mangos have a trace back system which entails coding the fruit at the farm source. Perhaps, if feasible, banana exporters may consider adopting the trace back system of mango exporters.

4.1.4 *Reference Documents*

Three documents describe the export process for fresh banana: 1) the Revised Banana Export Protocol, 2) Easy Steps to Export brochure, and 3) Issuance of Phytosanitary Certificate process flow.

4.1.5 *Documents Analysis*

The BPI had a difficult time providing documents to provide the bases for its SPS processes and admitted, with admirable honesty, that its information is scattered and, some, even undocumented, evidence that it needs assistance in document management and information dissemination. Thus, the assessment of the succeeding documents as well as those for apple importation is in no way a critique of the capability of the inspectors whose substantial knowledge helped piece together the said processes, but a way to identify areas where more information is needed.

The Revised Banana Export Protocol

The Revised Banana Export Protocol (Attachment B1) is, basically, a checklist of requirements with insubstantial information on the rules and procedures for the export of fresh banana. For example, although there is a procedure for accreditation, there is no documented criteria used for assessing banana growers and exporters who seek accreditation nor is there an indication of the specific process for the renewal of accreditation, leaving the procedure prone to arbitrary evaluation.

The Protocol, moreover, contains no information on laboratory analysis, the type of inspection being performed, and whether treatment is necessary prior to export. It is also unclear whether periodic inspection of farm and packinghouse station is consistently practiced. According to the BPI, in the case of banana, treatment is not applicable. The only remedy for bananas that fail the 5% random inspection is re-inspection and re-packing by the exporter, after which, they conduct 100% inspection. There is, however, no mention of this procedure in the document.

Finally, although the issuance of a phytosanitary certificate is mentioned in the protocol, there is no process flow to guide the inspector and the exporter.

The Easy Steps to Export Brochure

The Easy Steps to Export Brochure (Attachment B2) also lacks sufficient information on the process of issuing a phytosanitary certificate. Information is limited to one line stating that a phytosanitary certificate is needed.

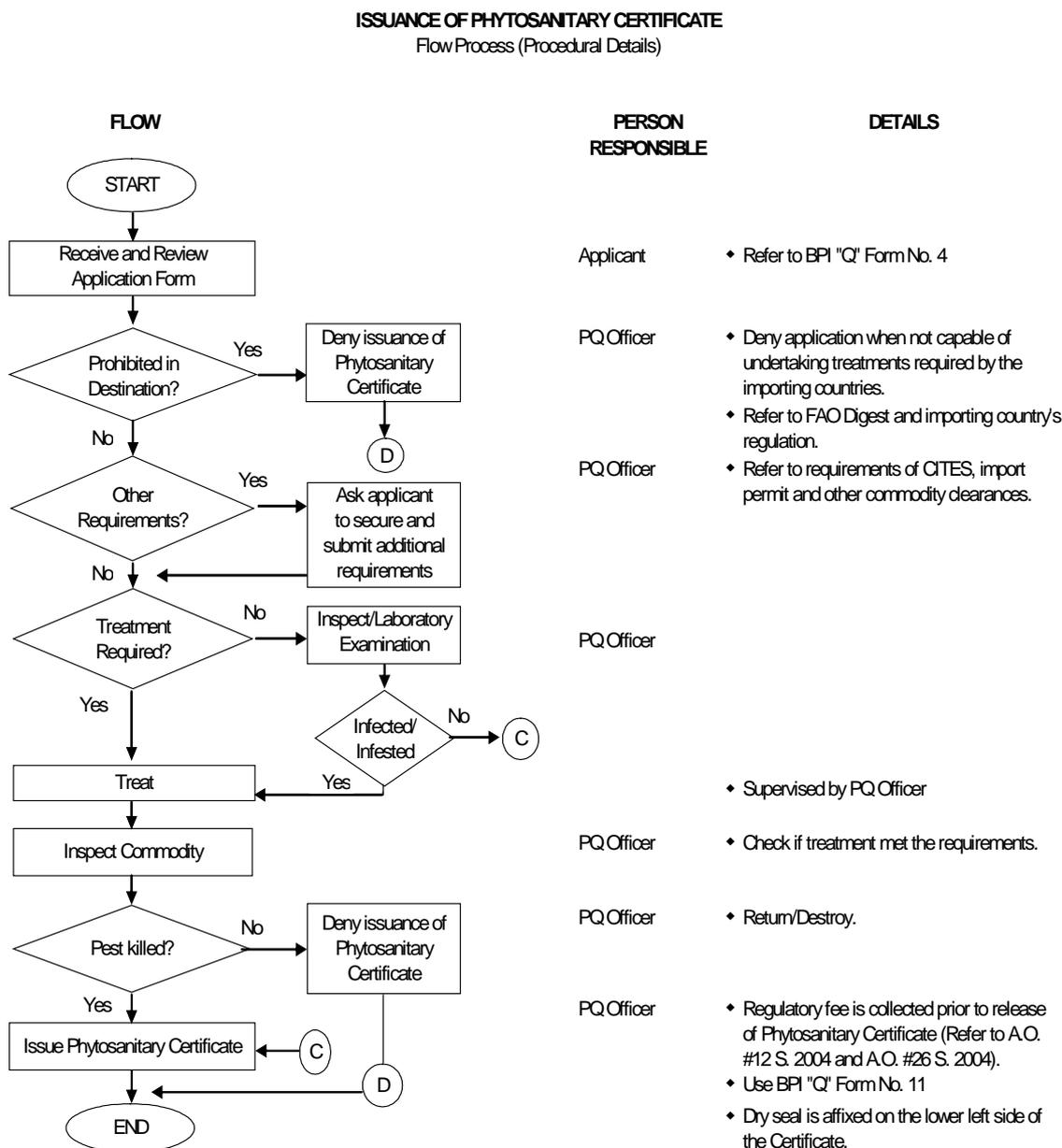
Issuance of Phytosanitary Certificate Process Flow

This one-page flow chart has no corresponding instruction manual and is the only document that guides the quarantine officer in issuing a phytosanitary certificate. Although it contains references to supporting documents, some of these references are confusing. For example, the Application for Inspection and Phytosanitary Certification is referred to as BPI Q Form 4 in the flow chart but is named BPI Q Form 10 in the Easy Steps to Export brochure. Figure 6 shows the process flow used by the BPI for the issuance of phytosanitary certificate and its procedural details. This process is performed by the central and regional quarantine offices.

PQ inspectors find their own process documentation inadequate and requested for assistance in preparing an updated manual of operations. Despite the lack of documentation, experienced PQ inspectors know the process very well. However, they are not as familiar with the importation requirements of destination countries i.e. treatment requirements, leaving the exporters to find these requirements out on their own.

It should be noted that the BPI inspects the treatment of wood packaging material for both agricultural and non-agricultural commodities. In the case of banana, treatment inspection is done only for its wood packaging material.

Figure 6
Issuance of Phytosanitary Certificate Process Flow



Processing Time: 1 hour 15 mins
(Previous), 30 mins to 1 hour
(Revised) excluding treatment;
additional 1 hour to 4 days with treatment;
1 to 8 days with lab analysis

4.1.6 Feedback from Industry Stakeholders

Exporters and their agents are concerned with the lack of clarity in the rules, procedures, and process flows for the export clearance of plant and plant products, some commenting that regulations are arbitrarily interpreted by the BPI. They expressed their

alarm at how new exporters, ignorant of the requirements of importing countries, are destroying the industry by exporting substandard products.

Exporters feel that the BPI needs to improve in information dissemination and trade facilitation and recommended that it should (a) identify potential exports and potential sources of these exports, (b) know the commodity-specific requirements of an importing country, (c) provide Philippine exporters with access to these requirements, and (d) check the capability of the exporter to meet the requirements before issuing a phytosanitary certificate. By doing so, they claim, the BPI may be able to avoid the current situation where Philippine exports are detained at the port of entry of importing countries and rejected due to non-compliance with their requirements, as in the case of guava leaves and fresh banana exported to Japan.

Treatment inspection is an apparent bottleneck. With the implementation of International Standard for Phytosanitary Measures (ISPM) 15, which requires the treatment of wood packaging materials for both agricultural and non-agricultural commodities, exporters complain that there are not enough inspectors to handle the heavy demand for treatment inspection, estimating that the BPI is only able to inspect 10% of the total demand. It ought to be noted, however, that actual data is unavailable since ISPM 15 has only been in effect since June 2005. Nonetheless, exporters suggested that the BPI follow Australia's example and designate accredited 3rd party treatment providers to conduct inspections.

The BPI concurs that not all stakeholders are happy with the export process since it entails considerable amount of time, depending on the commodity type and country of destination. For example, Philippine commodities like rice and seeds are considered high-risk by importing countries like the US, Australia, and Malaysia and take longer to process while ornamental seeds are considered low risk by Singapore and Hong Kong. Japan requires additional nematode testing which takes at least 72 hours.

4.2 Importation of Plant Products

This process is illustrated by the importation of apples.

4.2.1. Overview

The importation of apples involves eight major steps, namely, (a) accreditation of importer, (b) issuance of import permit, (c) pest risk analysis or accreditation of source, (d) pre-inspection clearance at point of entry, (e) laboratory examination and recommendation, (f) treatment and inspection of commodity, (g) recall, destroy, re-export, and (h) release of shipment. Figures 7 and 8 give a high-level view of the importation process. Attachments C1 to C5 contain available documentation on the importation of apple.

Figure 7
Importation of Apple Process Flow 1/2

IMPORTATION OF APPLE

(Refer to Attachment A for a list of issuances and guidelines)

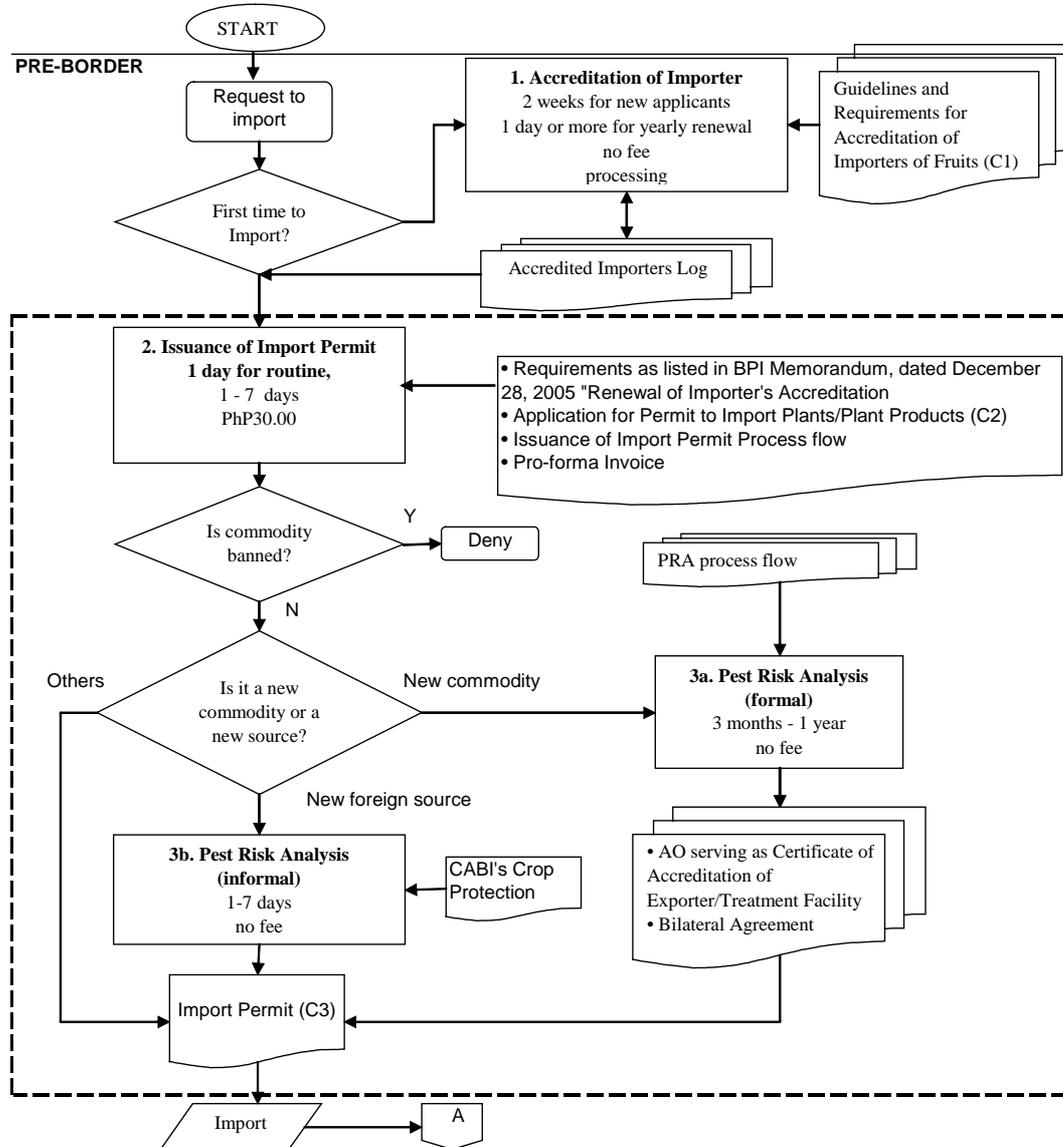
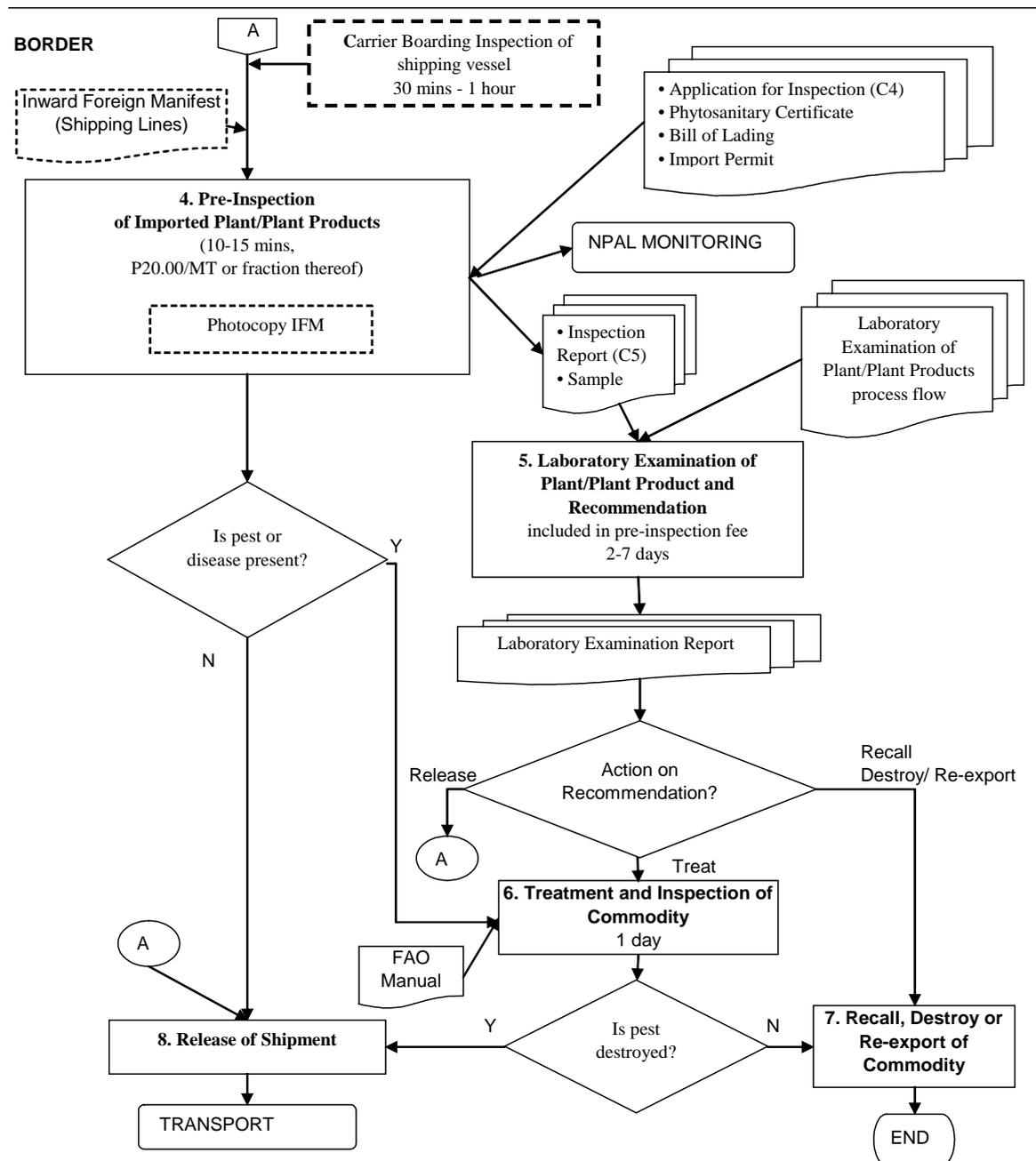


Figure 8
Importation of Apple Process Flow 2/2



4.2.2 The Sub-processes

This section follows the process of apple importation as shown in the high-level process flows found in Figures 7-8. Each step or sub-process may have its own specific process flow.

Accreditation of Importer

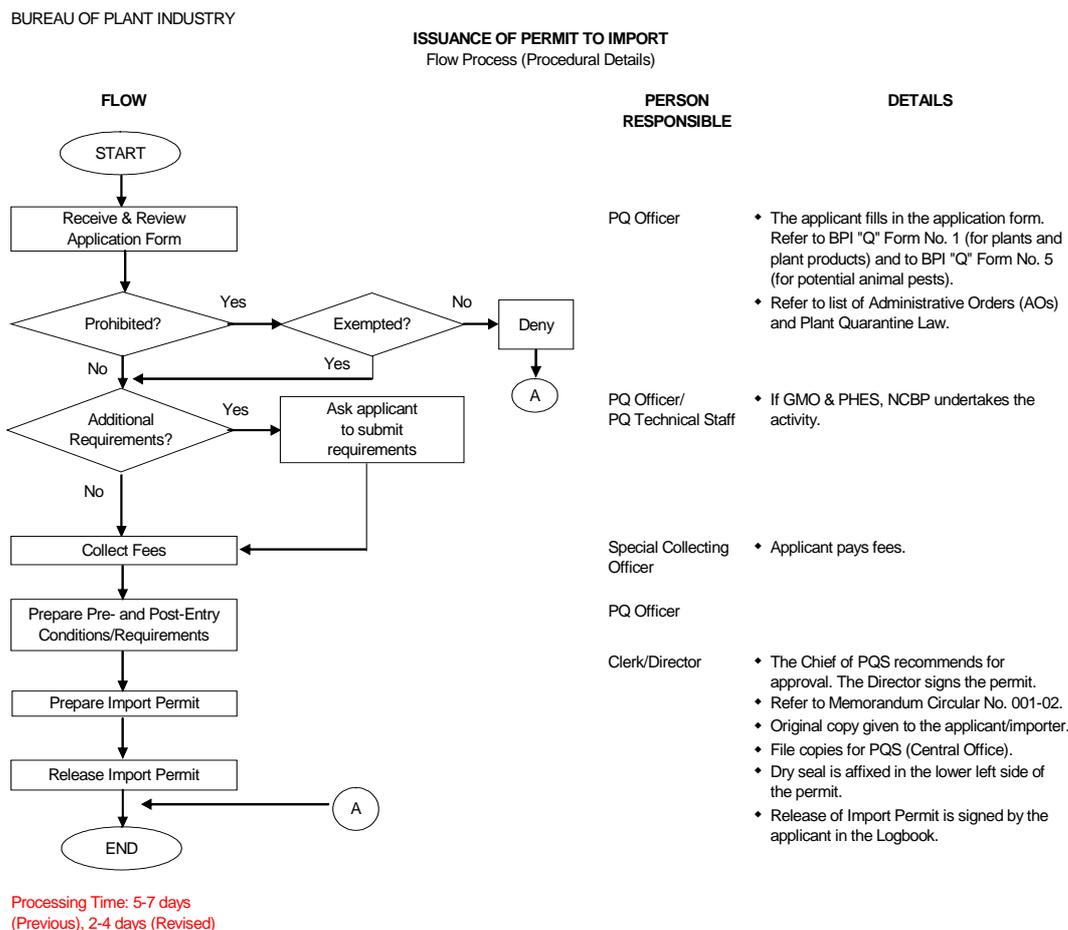
Accreditation of importer is required for fruits, vegetables, onion, garlic, coffee, and white potato. The accreditation process begins with the submission of completed requirements, listed in **Attachment C1**, and ends with an interview with a PQS technical staff. According to the BPI, the length of processing time usually depends on the applicants. A delay in processing takes place if an applicant does not complete his requirements and/or is not available for an interview. In most cases, processing takes 2 weeks for first-time importers. There is no fee for accreditation and, instead of a certificate of accreditation, accredited importers have their names and pertinent details added to a logbook which the BPI hopes to replace with a database of importers.

Issuance of Import Permit

According to the BPI, the issuance of an import permit is performed to check if a commodity to be imported is prohibited or exempted, i.e. germplasm used for research purposes.

The process, as described in Figure 9, is rather straightforward, beginning with the submission of an application form, followed by the submission of additional requirements, if needed, and ends with the preparation of pre- and post-entry conditions and requirements together with the import permit. Issuance of import permits is centralized while applications are sent by fax to the BPI PQS central office. For regular or routine importations, i.e. apples imported from traditional exporters, the processing time is approximately 5 days but varies depending on the volume of applications received, which can range from 150 to 200 per day. However, if a new commodity or foreign source is being applied for, then the import permit process will include a pest risk analysis.

Figure 9
Issuance of Permit to Import Process Flow



The BPI's import permit has conditions for treatment, depending on the type of commodity. Thus, there are some commodities, as in the case of feeds, where an import permit from the BPI is not required and treatment is, therefore, not needed. Nevertheless, the BPI inspects all plant-based imports at the port of entry and may either reject infested or infected shipments or recommend treatment when appropriate.

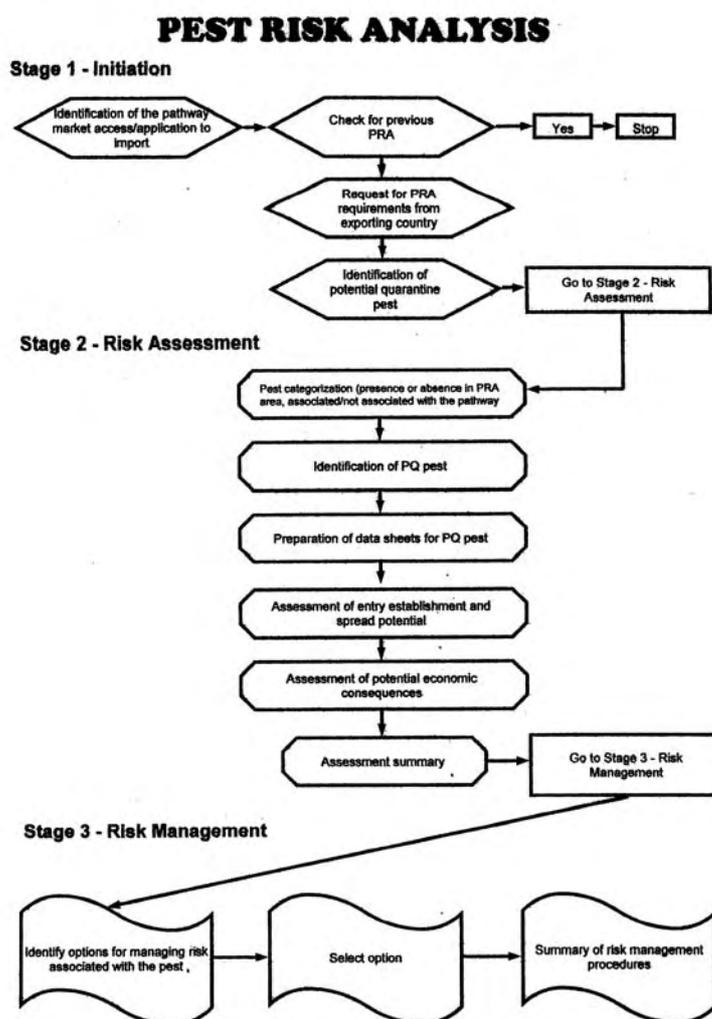
According to the Plant Quarantine Service, once the import permit is released, the following steps should be performed:

1. The accredited importer has to send the exporter a copy of the import permit. A fax copy is usually appropriate.
2. The exporter is required to use the import permit to obtain a phytosanitary certificate covering the fruits to be exported from the plant quarantine service or equivalent authority in the exporting country.
3. An original copy of the phytosanitary certificate ~~is~~ must be sent to the importer to facilitate customs and quarantine inspection clearance in the Philippines.

Pest Risk Analysis (PRA)

Pest risk analysis is undertaken to assess the risk of importing a new commodity or importing from a new source. It can only begin when an accredited importer applies for an import permit. A positive recommendation in this process leads to the accreditation of subject source or subject product and this accreditation is formalized through an AO or a bilateral agreement. It may take 1-7 days for an informal PRA to as long as 3 months to 1 year for a formal PRA. The formal PRA basically has three stages: initiation, risk assessment and risk management, as shown in Figure 10.

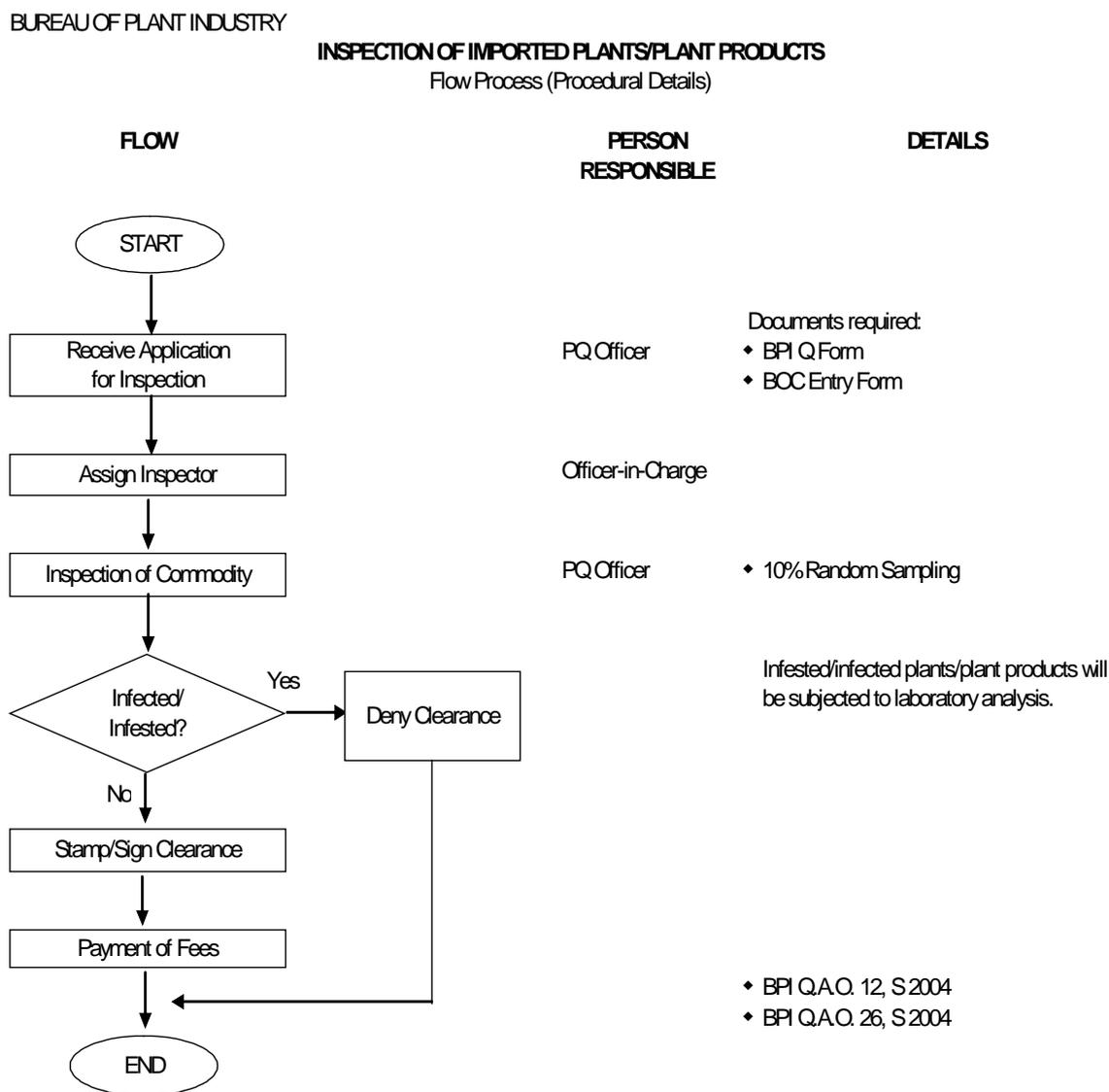
Figure 10
Pest Risk Analysis



Pre-Inspection of Plant and Plant Products at Point of Entry

The purpose of this process is to check for any misdeclaration, and infection or infestation. At pre-inspection, the PQS simply performs ocular and tactile inspection. The pre-inspection process is shown in Figure 11.

Figure 11
Inspection of Imported Plants and Plant Products Process Flow



Processing Time: 1 hour (Previous), 45 mins (Revised)
excluding commodity treatment

According to the BPI, in the case of apples, an application for inspection is submitted at the port of entry 24 hours before the arrival of a shipment. Upon arrival of the consignment, the importer is required to complete an application form for inspection. This form is required at the port of entry, together with original copies of: (a) the import permit which was issued by the Plant Quarantine Service, Bureau of Plant Industry, for

the shipment, and (b) the phytosanitary certificate covering the fruits as issued by the relevant authority in the exporting country. Pre-inspection does not begin right away since some delays may occur at the port area, i.e. container can't be brought to examination area.

The BPI explained that, at the port of entry, 10% sampling is performed and 'rotten' shipments are destroyed while healthy shipments pass inspection and are released. PQ inspectors take samples, both rotten and healthy, and submit these for laboratory examination to determine the presence of infestation or infection, and whether the pest is cosmopolitan or prohibited/exotic. Fruit fly infestation is also determined through sampling.

After inspection, the PQ inspector prepares an inspection report with his or her findings and recommendations before the commodities are cleared. Commodities with obvious cosmopolitan pests undergo treatment while those with quarantine pests (prohibited/exotic) are confiscated, destroyed or returned to the exporter at the port of entry. The PQ officer then stamps the documents as "inspected and passed" and signs for the release of the commodity.

The release of the consignment to the importer will depend on the results of the pre-inspection and the payment of inspection fees, and any other charges levied by the Plant Quarantine Service, e.g. overtime and clearance of the shipment through official customs procedures, which includes payment of customs duties.

The shipment is released prior to release of lab results and is subject to recall if the results are positive.

The volume of importation fluctuates, peaking during the Chinese New Year and lowering when US\$ rates are high. During peak times, according to the BPI, more resources are needed because this is the time when illegal imports also occur.

Laboratory Examination/Analysis of Plant/Plant Products and Other Related Materials

According to the BPI, a mandatory laboratory examination is performed for it to determine whether the plant or plant product has any infestation or infection and then for it to recommend appropriate action. Laboratory analysis involves the visual inspection and examination, with incubation, of an infested or infected commodity to determine the presence of a cosmopolitan or quarantine pest, plant disease, or contaminants that can harbor pests or diseases, i.e. soil.

The laboratory examination process is shown in Figure 12. Despite the differences in tests between imported seeds and imported plant and plant products, both aim to identify the presence and type of pests and diseases. The results here will determine whether the imports will be confiscated, destroyed or returned, treated and/or released.

Treatment and Inspection of Commodity

According to the BPI, this process is performed to destroy or eliminate any detected infection or infestation. Treatment is done based on a recommendation of the

laboratory report. Documentation for this process was not available as of this writing. However, according to the BPI, the FAO Digest is used as reference.

Recall, Destroy, and Re-export

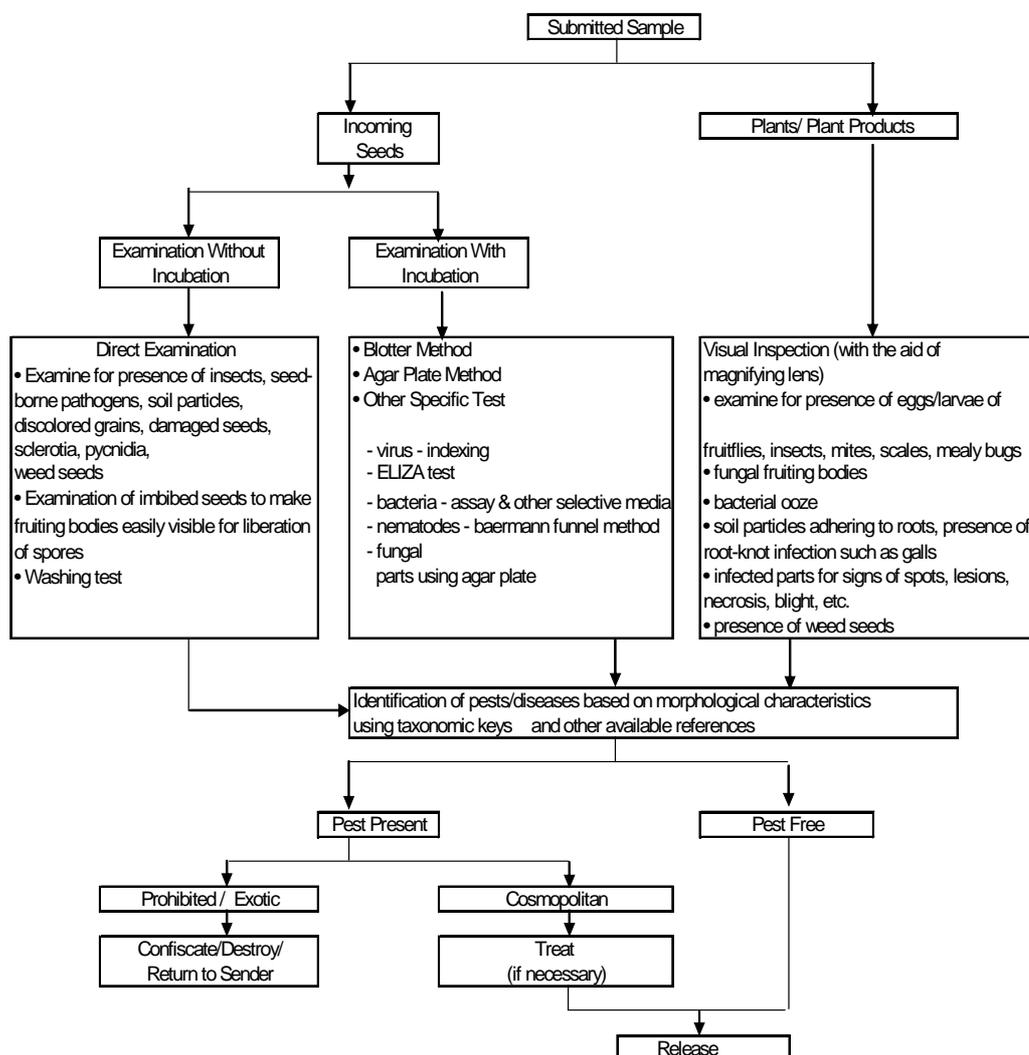
When the result of a laboratory examination is positive, the commodity is recalled and subsequently destroyed. There is no documentation, as of this writing, explaining the protocol for destruction and re-export.

Release of Shipment

The shipment is released when it passes ocular inspection, or after being successfully treated due to pests detected during ocular inspection. It is released prior to the release of the lab report and subject to recall. However, the BPI admits, its recall process is shaky since plant commodities are difficult to trace. Samples of the shipment are also submitted to the NPAL for pesticide residue monitoring.

Figure 12
Laboratory Examination of Plant, and Plant Products Process Flow

Laboratory Examination of Plant/Plant Products and Other Related Materials



4.2.3 Process Analysis

Accreditation of Importer

Bottlenecks in the accreditation of importer process are (a) delays in scheduling an interview, and, according to the BPI, (b) incomplete requirements. Renewal takes only one week because an interview is no longer necessary. BPI processing time takes one day.

It should be noted that, from the point of view of the BPI, processing time is short, one day, since all requirements have to be completed prior to the processing of an application. The requirements appear to be fairly standard, i.e. business permits, with the exception of the mandatory interview which may be a cause of delay. However, for the importer, it takes 1-2 weeks to complete these requirements. Thus, the bottleneck is felt more by the importer and not by the BPI. This is also true in the case of the BAI importers accreditation process.

Issuance of Import Permit

Although the new BPI service pledge claims a reduction in processing time for the issuance of import permits of from 5-7 days to 1-2 days, importers and PQ inspectors still consider the former an appropriate benchmark. However, the BPI maintains that, under normal circumstances, routine import permits only require 1-day processing.

It should be noted that the BPI does not issue import permits for all plant commodities, i.e. feeds which are issued import permits by the BAI AFSD, and not all countries issue an import permit, i.e. Singapore, and Hong Kong do not issue import permits but require only the phytosanitary certificate from the country it is importing from. Perhaps the phytosanitary certificate is a means of doing away with this process altogether.

Pest Risk Analysis (PRA)

The PQ inspectors confess that they are still novices at conducting a formal PRA and that Philippine guidelines and documentation in the form of a Philippine PRA handbook required by the IPPC do not exist. The existing one-page, 17-step PRA flowchart is, according to them, their 'PRA bible', used for 'routine applications not needing a PRA'. Nonetheless, they admitted that they need assistance in creating a new and better PRA bible, the 'PRA Handbook' containing, not just a flowchart, but a PRA manual of operation, in compliance with IPPC requirements.

The PRA process is, by itself, a potential bottleneck because it may impact other major processes, i.e. import permit issuance, and is resource and time intensive, taking months to complete. It should, therefore, be performed judiciously, and be supported by a properly documented methodology found in a PRA Handbook, not a 17-step flowchart.

Pre-Inspection of Plant and Plant Products at Point of Entry

How the inspector knows that the cargo is unloaded and inspection should commence deserves special mention given that it is, according to PQ inspectors, the weakest link in the process of importation because of the lack of coordination between the BPI and BOC. PQ inspectors reported that leakages occur when plant quarantine commodities are released by the BOC without being referred to them. There have also been cases when the BOC released banned commodities despite being alerted of plant quarantine violations. These discrepancies are reported to the BPI director, DA secretary, and the BOC.

Under the present system, PQ inspectors do not receive any copy of the inward foreign manifest (IFM), a document which contains information on the shipment inventory of a shipping vessel. However, they are able to determine the quarantine status of shipments by befriending a few BOC inspectors who alert them on quarantine shipment arrivals. Like the BAI animal quarantine inspectors, they also rummage through the IFM file of the BOC Pier Inspection Division and photocopy the IFMs. However, the BPI has no access to the IFMs that are electronically transmitted by the import cargo vessels to the BOC system.

In view of these system deficiencies, PQ inspectors expressed the need for a data system linking the BPI with the BOC. They want access to the BOC cargo clearance system to obtain IFM information sent electronically by the cargo vessels to the BOC system.

On the inspection process, it also bears noting that the BPI is able to determine what pests and diseases to look out for by using various sources such as the IRRI, the CABI Crop Protection Compendium, and the IPPC databases. However, these sources are not sufficient, according to the BPI, since they contain information only on traditional crops with well-known pests. There is no national pest database that can provide more specific local information.

Lab Examination/Analysis of Plant/Plant Products and Other Related Materials

The mandatory lab examination process is an apparent bottleneck. According to the BPI, its laboratory examination may require any or all of the following tests (a) pathology test, 1 week, (b) nematode test, 2 days, (c) bacterial test, 1 week, and (d) fungal examination, 1 week. Some BPI satellites are unable to perform all of the lab examinations due to the lack of equipment or the poor condition of available equipment.

As stated earlier, BPI quarantine does not have an explicit mandate on food safety. Thus, the mandatory lab examination process flow reveals that, indeed, the BPI does not have such a mandate, and that the PQS laboratory has no capability to conduct microbiological analysis, a required food safety process. The PQS admitted that its laboratory is not equipped to test for aflatoxin or any microbiological food-borne diseases. It is only capable of basic pest and disease detection.

The BPI's mandate is pesticide residue monitoring and it fulfills such a mandate through the NPAL. But while commodity sampling and plant pest and disease testing are mandatory, the testing for MRL is not. According to the BPI, it does not conduct mandatory testing of agricultural crops for pesticide residue because it is the FPA's mandate to (a) enforce tolerance levels of pesticide residue in imported and exported crops and (b) establish MRLs of pesticides in agricultural commodities. Under LOI 986, which mandates its creation, the BPI-NPAL is only authorized to monitor pesticide residues of agricultural crops and the environment, and pesticide products. In actual practice, MRL monitoring by the BPI covers only locally produced crops for the domestic market while imported crops are monitored intermittently with the help of PQ inspectors who submit a portion of their samples to the NPAL for MRL testing. The only exception to this is the pesticide residue analysis the NPAL conducts, and its consequent issuance of a certificate of analysis for okra and mango exports to Japan and a few importing countries that require such analysis. Nonetheless, the monitoring done in both cases is strictly incidence monitoring and not for compliance.

The NPAL lab is underutilized due to lack of supplies, i.e. reagents, and 'bad' samples submitted. According to the NPAL, it often rejects import samples due to lack of reagents. It also rejects rotten or infested samples, claiming that only pristine samples can be used for MRL testing because the presence of pest, disease, and rot interfere with the MRL test results.

4.2.4 References Documents

Five documents describe the importation process for apple, namely, (a) the Pest Risk Analysis (PRA) process flow, (b) Guidelines and Requirements for Accreditation of Importers for Fruit, Vegetables, Onion, Garlic, Coffee and White Potato, (c) Issuance of Import Permit process flow, (d) Inspection of Plant and Plant Products process flow, and (e) Lab Examination of Plant/Plant Products and Other Related Materials process flow.

4.2.5 Documents Analysis

Pest Risk Analysis (PRA) Process Flow

The inadequacy of the existing PRA documentation has been discussed in the process analysis.

Guidelines and Requirements for Accreditation of Importers for Fruit, Vegetables, Onion, Garlic, Coffee and White Potato

The accreditation process is described in a 2-page document (Attachment C1) that, however, contains insufficient information to guide the PQ inspector and importer. It lacks (a) standards or criteria for the evaluation of the owner's storage facility, (b) detailed information about Philippine import requirements, i.e. types of pests not allowed for specific commodities, (c) types of lab analysis required per commodity and pest infestation, and (d) protocols and procedures to guide a PQ inspector in identifying pests, especially exotic pests. It also lacks (a) types of appropriate treatment per commodity and the procedures of treatment application, (b) a flowchart to help simplify the steps for accreditation, and (c) protocols and procedures for sanctions and penalties.

Issuance of Import Permit Process Flow

This single page process flow lacks an accompanying manual of operation. In the absence of one, there is no substantive source of information on key processes and decision points to guide PQ inspectors and importers. Specifically, it lacks (a) guidelines on prohibited and exempted imports, (b) a guideline explaining all the requirements the importer has to submit and not just the phrase 'additional requirements', (c) details of pre- and post-entry conditions requirements with accompanying instructions, (d) information on key decision criteria leading to the PRA process, and (e) references to more specific enabling issuances instead of the statement 'refer to list of Administrative Orders' which appears in the flowchart.

Inspection of Plant and Plant Products at Point of Entry Process Flow

The flowchart (Figure 11) appears straightforward as it starts with the receipt of request for inspection and ends with the PQ inspector's decision on clearance. Actual inspection procedures usually involve sampling of the shipment, laboratory analysis of the sample, and pest identification and treatment, if called for.

However, many of the sub-processes are unclear and diverge with the real-life process. For one, it is not clear in the flowchart when the application for inspection is received, how the inspector is notified that inspection should commence (actual arrival and inspection timing cannot be pre-determined because the arrival process is fraught

with conditions for delays), and what the protocols and procedures for conducting an inspection are. This may be because the procedure will vary depending on the operating environment at the port, i.e. shipping cargo inspection differs from airline cargo, and the type of possible plant infestation and infection. Also, the reference information listed in the flowchart is insubstantial, consisting of a BPI Q form with a missing reference number, the BOC entry form, and two AOs on fee payments. The absence of a national pest database, which, according to the BPI, is required by the IPPC, makes it difficult for PQ inspectors to determine if pests are exotic or cosmopolitan.

With neither a manual of operation nor a national pest database, and merely using the flow chart depicted in Figure 11 and its references, a new or inexperienced PQ inspector will be ineffectual in protecting our border from high-risk exotic pests and diseases.

Lab Examination/Analysis of Plant/Plant Products and Other Related Materials Process Flow

The process flow is supported by standard references, i.e. taxonomic guide, and procedures in conducting basic lab examination.

Treatment, Destruction, and Recall

Documentation is lacking on the treatment, destruction, and recall procedures that follow a lab recommendation. A copy of the FAO Digest was not available at the time of this writing.

4.2.6 Feedback from Industry Stakeholders

Importers report that, under normal circumstances and considering the lack of resources at the BPI, the 5 to 7 days processing time for issuing import permits is satisfactory. They also find existing forms simple and easy to accomplish. However, they are dissatisfied with processing delays caused by)a) a pending PRA, which takes months to complete, (b) the unavailability of signatories, and (c) 'unnecessary' treatment and inspection procedures, complaining of arbitrary interpretation of the law with no formal appeals process. For example, the application of one workshop participant, a fruit importer, has been on hold for more than 5 months pending a PRA.

Importers also complain that the BPI lacks procedures for notifying importers of processing delays, citing that the agency provides status information only when asked and that the reasons given for processing delays are vague. They suggested that the process can be improved by introducing online application, monitoring, and submission of import permits with the option of having downloadable forms, which presently exists only for orchids.

Importers and growers also bewailed the manner of inspection conducted by the BPI, claiming that 'obvious rejects', i.e. rotten onions, pass inspection and are not sampled for lab analysis. They recommended that food safety standards be created for all imported plant food, warning that, otherwise, the Philippines will become a potential dumping ground for substandard and unsafe food.

For their part, PQ inspectors report that, having no mandate for food safety, they can only reject goods ‘for plant health reasons’.

4.3 Importation of animal feeds and feedstuff

4.3.1 Overview

Both the BPI and BAI perform quarantine activities on imported plant-based feed ingredients at the quarantine border -- the former for plant safety and the latter for feed quality. However, while they both perform border inspection, only the BAI issues import permits for plant-based feed ingredients.

The importation of animal feeds entails five major steps, namely, (a) the registration of feed/feedstuff establishment and products, (b) the issuance of import permit, (c) the notification of arrival, (d) inspection of import cargo at port of entry, and (e) the release of shipment. Figures 13 to 14 give a high-level view of this process. Attachments D1 to D2 contain sample documents used in the importation of feed and feedstuff.

Figure 13
Importation of Feed and Feedstuff Process Flow 1/2

IMPORTATION OF FEEDS & FEEDSTUFF

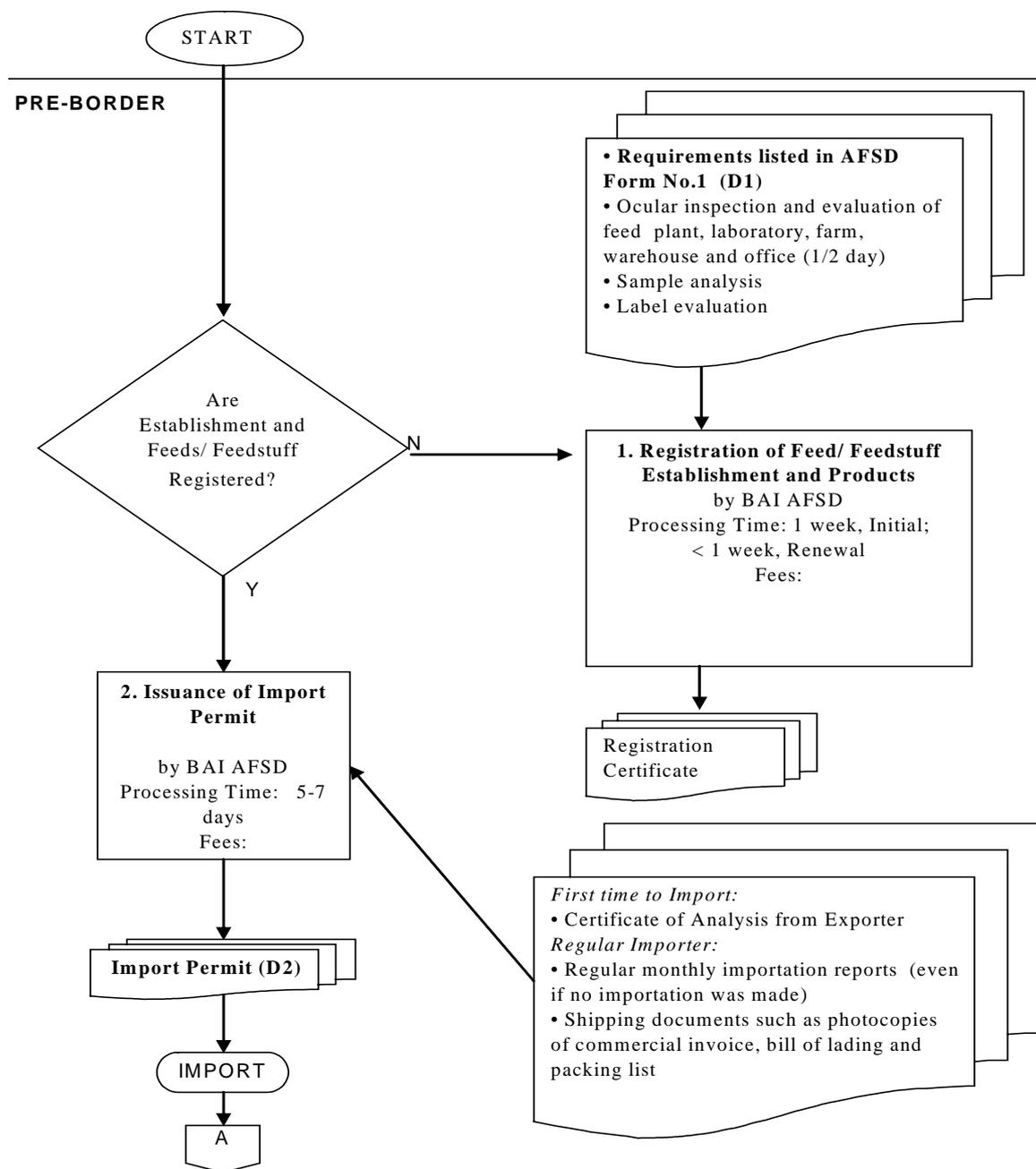
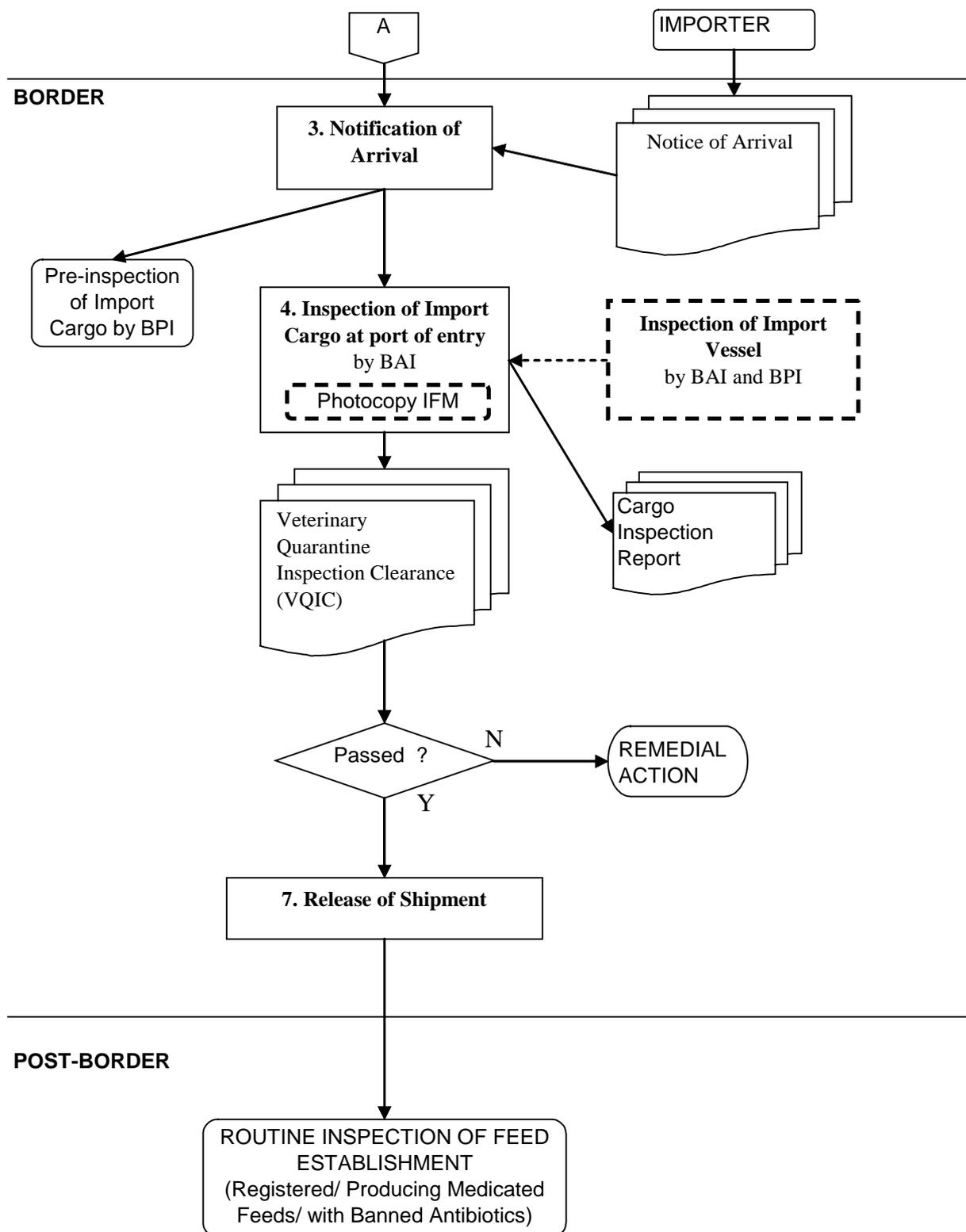


Figure 14
Importation of Feed and Feedstuff Process Flow 2/2



4.3.2. *The Sub-processes*

With the exception of the inspection at port of entry sub-process which the BAI and BPI conduct together, all other sub-processes referred to here are performed only by the BAI.

Registration of Feed/Feedstuff Establishment and Products

As stated by the BAI, the purpose of this process is to (a) register all feed and feedstuff manufacturer, importer, indenter, distributor, wholesaler, outlets and retailers, (b) regulate and control the manufacture, importation, labeling, advertising, distribution and sale of animal feeds and feedstuffs, and (c) prevent the adulteration of imported or locally manufactured livestock and poultry feeds to ensure the quality of feeds and feedstuff that will enable the animal to give the most returns in terms of meat, milk or eggs.

The registration of new establishments and products is centralized. It involves the receipt, review, and verification of registration documents, an ocular inspection and evaluation of the feed plant, lab analysis, evaluation and approval of brand name, further processing of documents, payment of fees, signatures from three section chiefs, one division chief and the BAI director, and release and mailing of certificates to the regional offices.

The process for the registration of feed/feedstuff establishments and products is shown in Figure 15. The entire process takes 5-7 days.

Issuance of Import Permit

According to the BAI, this process aims to (a) bring into the country only duly registered feeds, feedstuff and veterinary drugs and products that are conforming to BAI standards, and (b) stop malpractice in the sale and distribution of unregistered feed, feedstuff and veterinary drugs and products.

This process, as shown in Figure 16, involves the receipt, review, and verification of documents including the establishments registration validity and product registration approval, the checking of a monthly import report submitted by the importer, classification of product, assessment of fees, encoding of import permit, a recommendation to the BAI director signed by three section chiefs, one division chief, the BAI director, and the DA secretary, and, finally, the release of the import permit. This process takes 5-7 days.

Notification of Arrival

The importer sends the BAI a notice of arrival indicating the expected date and time of arrival of the shipment.

Inspection of Import Cargo

Under this protocol, a BAI quarantine officer verifies the import documentation. He also collects samples, but only when there are reports of a disease outbreak or an illegal importation while a BPI quarantine officer performs an ocular inspection of the shipment for the presence of pests.

Figure 15
Registration of Establishment and Products Process Flow

TITLE: REGISTRATION OF ESTABLISHMENT and PRODUCTS Under Republic Act 1556	DOCUMENT NO.	DOCUMENT NO.	PAGE NO.
		COPY NO.	EFFECTIVITY DATE
Person In-Charge	Flow Chart	Procedure	
<ol style="list-style-type: none"> 1. AFSD - Officer of the Day * Ms. Marlyn Mulato 2. RMS - Technical Staff * Ms. Amelia Nacional 3. Standardization & Evaluation Section Technical Staff 4. Registration & Monitoring Section Technical Staff - Dr. Alicia Layson - Ms. Amelia Nacional - Dr. Catherine Villanueva - Mr. Frank Gundayao - Casual/Job Order 5. - Ms. Corazon G. De Leon Chief, Registration & Monitoring Section - Ms. Esterlita Karganilla OIC, Standardization & Evaluation Section - Ms. Estherlina D. Arifalo Chief, Feed Resource Dev't. Section - Ms. Marina M. Estacio OIC, Animal Feed Standard Division 6. BAI-Director - Dr. Jose Q. Molina 7. Animal Feed Standard Division - Officer of the Day * Ms. Marlyn Mulato 	<pre> graph TD START([START]) --> RU[Receiving Unit Room I] RU --> RV[Review & Verification of Documents submitted Room I] RV --> OI[Conduct of Ocular Inspection Label/ROA/BNC Evaluation & Approval - Room 3] OI --> PD[Process of Documents] PD --> RA[Recommendation for the Director's Approval - Signing of 3 Section Chiefs and Chief, AFSD] RA --> AR[Approval of Registration Certificate/Application Form No. 1] AR --> REU[Releasing Unit Room I] REU --> END([END]) </pre>	<ol style="list-style-type: none"> 1. All application from the NCR, Regional DA-Offices and Walk-in clients submission of AFSD Form No. 1 2. Review and verification of documents, for compliance of requirements: - Incomplete requirements are returned back to applicant - Complete requirements, endorsed to SES for further evaluation. 3. Ocular Inspection and Evaluation of Feed Plant/Laboratory/Farm/Warehouse & Office: - Preparation of Transmittal of product for analysis - Interpretation & approval of results of laboratory analysis - Evaluation and approval of Tags/Facsimile of label - Evaluation and approval of Brand Name Clearance 4. Indexing of payment, recording, assignment of registry number, typing/encoding of Registration Certificate/Application AFSD Form 1 (Initial & Renewal) 5. If all pertinent documents/requirement are satisfactory complied with signatures of the 3 section chiefs are affixed for the recommendation of the Chief/OIC of the Animal Feeds Standard Division (AFSD) 6. Processed application/certificates of registration are forwarded to the BAI - Director for approval 7. Approved Certificates/Application are returned to AFSD for release & mailing to: - NCR - DA - Regional/Provincial AFVDAPCO 	

Figure 16
Issuance of Import Permit Process Flow

TITLE: ISSUANCE OF IMPORT PERMIT	DOCUMENT NO.	DOCUMENT NO.	PAGE NO.
Person In-Charge	Flow Chart	Procedure	
1. BAI-Director Staff	START	1. All Import Permit/Certification required submission	
2. RMS - Technical Staff Ms. Amelia Nacional Dr. Catherine Villanueva Dr. Alicia Layson Mr. Frank Gundayao	Receiving Director's Officer	2. - Review of documents and verification: - Establishment registration validity - Product registration approval	
3. RMS - Technical Staff Ms. Amelia Nacional Dr. Catherine Villanueva Dr. Alicia Layson Mr. Frank Gundayao	Review & Verification of Documents submitted at RMS	3. - Checking of Monthly Import submitted - Classification of Products - Assessment of Inspection Fee	
4. RMS - Technical Staff Ms. Riza Deray	Importation Report / Production Reports Verification and Assessment of Fee	4. - Encoding/Recording Indexing of Import required - Counter check of Import Permit encoded	
5. - Ms. Corazon G. De Leon Chief, Registration & Monitoring Section - Ms. Esterlita Karganilla OIC, Standardization & Evaluation Section - Ms. Estherlina D. Arifalo Chief, Feed Resource Dev't. Section - Ms. Marina M. Estacio OIC, Animal Feed Standard Division	Process of Documents	5. If all pertinent documents/requirement are satisfactory complied with signatures of the 3 section chiefs are affixed for the recommendation of the Chief/OIC of the AFSD and final approval of the BAI Director	
6. BAI-Director - Dr. Jose Q. Molina	Recommended for the BAI Director's Approval	6. Processed IP/Certification are forwarded to the BAI Director for final approval	
7. Department of Agriculture Office of the Secretary	BAI Director Approval	7. BAI Approved IP forwarded to Office of the Secretary for approval and dry seal	
8. BAI - Director Office Staff	DA for approval and Dry Seal	8. All approved Import Permit are released at the Director office	
9. Records Section	Releasing BAI-Director	9. IP duplicates/requirements for filing and safe keeping	
	Records for filing duplicate copy of IP		
	END		

4.3.3 *Process Analysis*

Registration of Feed/Feedstuff Establishment and Products

The lack of automation results in some inflexible albeit convenient practices, i.e. registration of establishment expires on December 31st of each year regardless of when registration was approved, and renewal of registration without surcharge is on or before January 21st of every year.

Step 3 of Figure 15: ‘Conduct of Ocular Inspection Label/RCA/ BNC Evaluation’ is a major bottleneck and a source of confusion for new applicants. The BAI reports that processing delays are primarily caused by the long wait for lab results. It adds that new applicants are not aware that they can submit samples for lab analysis even before submitting an application for registration. By doing so, the lab analysis process can run parallel with document verification and ocular inspection.

Step 5 of Figure 15: Recommendation for the Directors Approval requires four signatories: three section chiefs and a division chief. It is another bottleneck where delays are common with the unavailability of signatories.

Issuance of Import Permit

The issuance of import permit process, shown in Figure 16, is a bone of contention among importers, as this ‘paper trail’ has the classic elements of a process bottleneck. First, it consists of eight steps, namely, (a) receipt of application, (b) review and verification of documents, (c) checking of monthly import reports/classification of products /fees assessment, (d) processing of document (encoding/indexing), (e) recommend to BAI director for approval (four signatories needed), (f) BAI director approval (one signatory). (g) DA for approval and dry seal (one signatory), and (h) releasing by the BAI Director. Second, it involves six high-level signatories and desk top inspection of monthly reports submitted by the feed establishment.

Inspection of Import Cargo

The inspection of imported feed at the port, in the absence of a disease outbreak, is simply a documentary inspection of the shipment on the part of the BAI to ensure that it does not exceed the allowed volume.

Compared to the stringent protocols for regulating feed establishments, those for the inspection of imported feed at the border is not as rigorous. This is not a criticism of either process but merely an observation of the disparity between the two regulation efforts.

4.3.4 *Reference Documents*

Registration of Feed/Feedstuff Establishment and Products

The BAI uses the following documents in this process: (a) RA 1556 “Livestock and Poultry Feeds Act”, (b) Support to Registration of Feed Establishment(s) Feed/Feed Ingredients Flow chart, (c) Flow Diagram on the Registration of Animal Feed

Establishments and Products, (d) Registration of Feed/Feedstuff Establishments and Products Flow chart, and (e) AFSD Form # 1 Application for Registration.

Issuance of Import Permit

The following documents are used by the BAI in this process: (a) RA 1556 “Livestock and Poultry Feeds Act”, (b) RA 3720 “Food, Drugs and Devices, and Cosmetics Act”, (c) Issuance of Import Permit Flowchart, (d) Import Permit, and (e) Certification of Company and Product Registration.

Other documentary requirements are indicated in the import permit which states that “This permit is further subject to the provisions of RA 1556, RA 3720, RA 6675 and DA Administrative Order Nos. 24 and 25 and to such other rules and regulations as may be issued by the Director of BAI.” These requirements are in addition to the ones listed in the permit, namely:

1. All importers shall submit regularly monthly importation reports and photocopies of commercial invoice, bill of lading and packing list to the Animal Feeds Standards Division of this Bureau every 15th of the month.
2. The above products shall be presented to authorized representative/quarantine officer of the BAI for inspection and clearance upon arrival of the shipment. Failure to do this shall mean revocation of this permit.
3. As per DA-A08 s 2002 and DA-MC8, 11 and 12 s 2003 (Pls. refer to Annexes I, II, and II of DA-MC 12 s 2003) all regulated articles for direct use shall be accompanied by a Declaration of GMO Content to be submitted to BPI Quarantine Officer upon arrival of shipment.”

Inspection of Import Cargo

The following documents are used by the BAI in this process: (a) RA 1556 “Livestock and Poultry Feeds Act”, and (b) RA 3720 “Food, Drugs and Devices, and Cosmetics Act”.

Documents Analysis

Quality assurance procedures are evident in the use of a single, standardized form for the different types of feed establishments and products; i.e. commercial mixed feed/feed ingredient manufacturers and non-commercial manufacturers use the same application form for registration as do importer/indenters, suppliers, and distributor/retailers. This standardized form has clear instructions on where to apply, what the requirements are, how much the fees are, and what the validity of the requirements are.

However, there is no manual of procedure accompanying the flowcharts and forms, other than an enabling issuance. There is also no specific documentation to guide the DA quarantine inspectors in the inspection of imported animal feed.

On the whole and in spite of a lack of work instructions and standards, the BAI inspectors and lab personnel show proficiency in their work.

4.3.6 Feedback from Industry Stakeholders

Importers complained that the 7-day processing time for the issuance of import permits is lengthy, costly, and unacceptable. Feed importers claim they need to have an import permit almost instantaneously in order to negotiate effectively with international feed sellers, the prices of feed in the world market changing almost daily. With permits for feed imports being issued after at least seven days, feed importers are unable to make spot purchases and lose out on the opportunity to buy feeds at the lowest costs.

In addition to the lengthy processing of import permits, importers also complain of too many regulations and the high cost of regulation for imported feeds.

4.4 Importation of Veterinary Drugs and Products (VDAP) used for Animal Feed

4.4.1 Overview

The regulation of VDAP commodities is based on the BFAD law. Hence, animal feed containing VDAP is regulated in the same manner as human food and drugs.

The importation of VDAP involves six major steps, namely, (a) the licensing of VDAP establishments, (b) initial registration/renewal of registration of VDAP premixes and solubles, (c) Approval of Brand Name, (d) Issuance of import permit, (e) inspection of import cargo, and (f) release of shipment.

Figures 17 to 19 give a high-level view of this process. Attachments E1 to E4 contain sample documents used in the importation of VDAP.

Figure 17
Importation of Veterinary Drugs and Products 1/3

IMPORTATION OF VETERINARY DRUGS & PRODUCTS

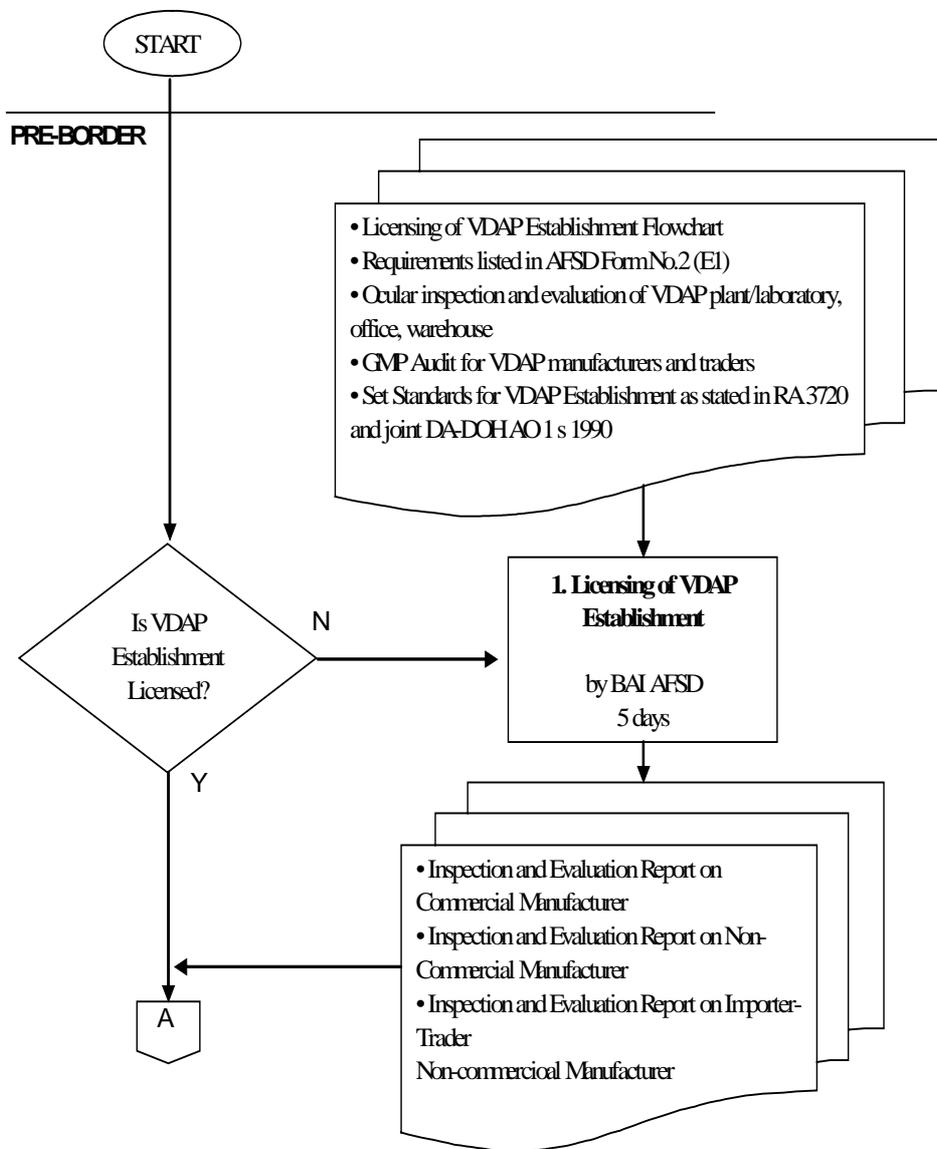


Figure 18
Importation of Veterinary Drugs and Products 2/3

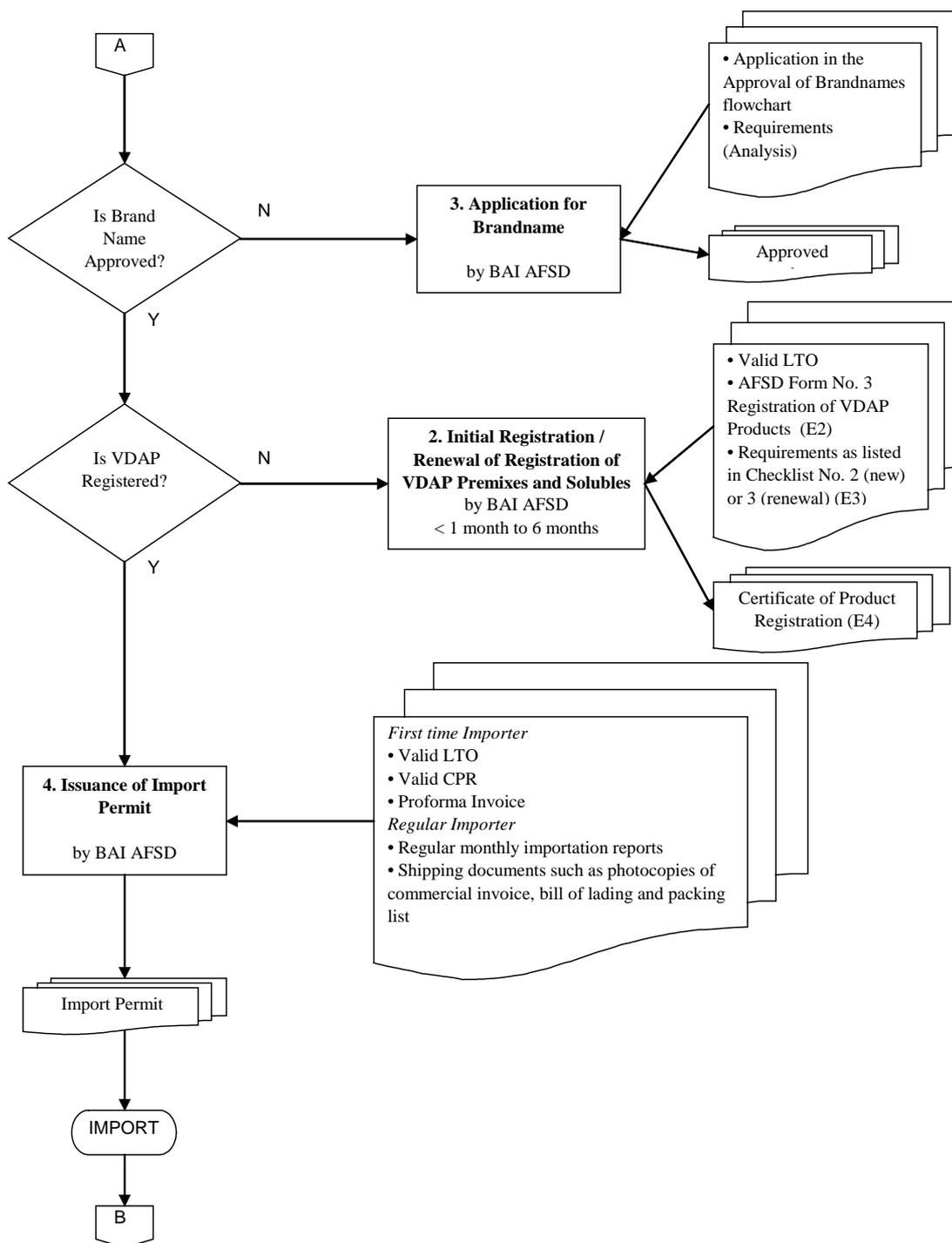
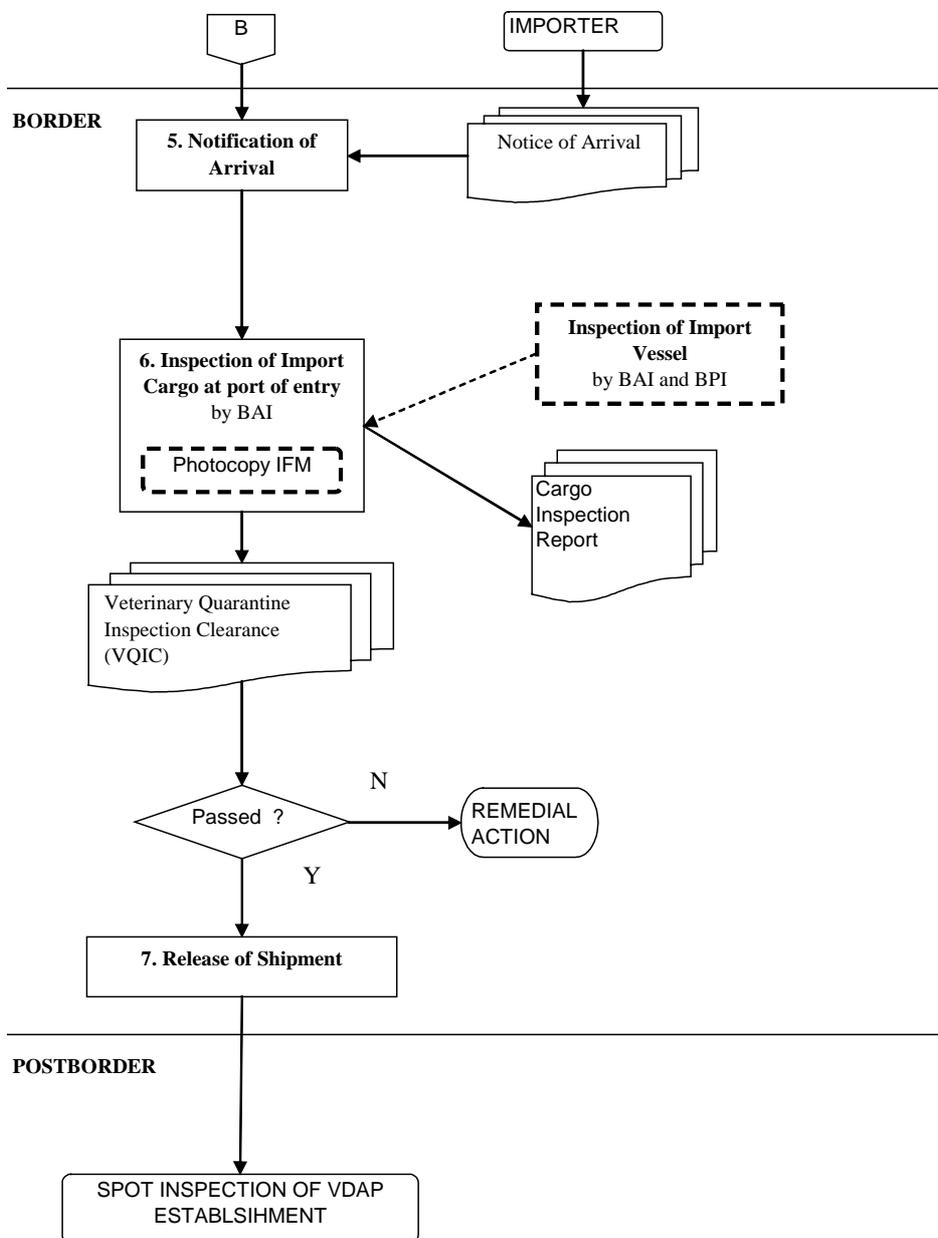


Figure 19
Importation of Veterinary Drugs and Products 3/3



4.4.2 The Sub-Processes

Licensing of VDAP Establishment.

The purpose of this process is (a) to register different VDAP establishments nationwide in pursuant to RA 3720 “Food, Drugs and Devices, and Cosmetics Act”, (b) to ensure the safety and purity of foods and cosmetics, and the purity, safety, efficacy,

and quality of drugs and devices being made available to the public, and (c) to regulate, control and to stop malpractices in the manufacture, importation, labeling, advertising, distribution and sale of VDAP. The validity of an initial License to Operate is one year while a renewal is good for two years.

This process is similar to the process for Registration of Feed Establishment and Products. The standard used for the inspection of VDAP establishments is the same as that for feed establishments with some additions based on the drug component of the feed ingredient. Ocular inspections of plant, laboratory, office and warehouse are done for both. The process is described in Figure 20.

Figure 20
Licensing of VDAP Establishment Process Flow

TITLE: LICENSING OF VDAP ESTABLISHMENT Under Republic Act 3720 & 1556	DOCUMENT NO.	DOCUMENT NO.	PAGE NO.
		COPY NO.	EFFECTIVITY DATE
<p>Person In-Charge</p> <ol style="list-style-type: none"> 1. AFSD - Officer of the Day * Ms. Marlyn Mulato 2. RMS - Technical Staff - Dr. Alice Layson - Dr. Catherine Villanueva 3. Standardization & Evaluation Section Technical Staff 4. Registration & Monitoring Section Technical Staff: - Dr. Alicia Layson - Dr. Catherine Villanueva - Ms. Amelia Nacional - Mr. F. Gundayao - *Casual/Job Order 5. - Ms. Corazon G. De Leon Chief, Registration & Monitoring Section - Ms. Esterlita Karganilla OIC, Standardization & Evaluation Section - Ms. Estherlina D. Arifalo Chief, Feed Resource Dev't. Section - Ms. Marina M. Estacio OIC, Animal Feed Standard Division 6. BAI-Director - Dr. Jose Q. Molina 7. Animal Feed Standard Division - Officer of the Day * Ms. Marlyn Mulato 	<p>Flow Chart</p> <pre> graph TD START[START] --> RU[Receiving Unit Room 2] RU --> RVD[Review & Verification of Documents submitted Room 1] RVD --> COI[Conduct of Ocular Inspection] COI --> PD[Process of Documents] PD --> RA[Recommendation for the Director's Approval - Signing of Section Chiefs and Chief, AFSD] RA --> AL[Approval of License to Operate/Application Form No. 2] AL --> AFSD[AFSD Releasing Unit Room 2] AFSD --> END[END] </pre>	<p>Procedure</p> <ol style="list-style-type: none"> 1. All application from the NCR, Regional DA-Offices and Walk-in clients submission of AFSD Form No. 2 2. Review of Checklist & verification for compliance of requirements: - Incomplete requirements are returned to applicant - Complete requirements, endorsed to SES for further evaluation. 3. Conduct of Ocular Inspection and evaluation of VDAP - Plant/Laboratory, Office, Warehouse for compliance to set standard 4. - Indexing of payment, recording, assignment of registry number, typing/encoding of License to Operate (Initial & Renewal) - Registration of Batch Distribution Record Book 5. After Satisfactory compliance to set of standards and requirements the signatures of the 3 section chief are affixed for the recommendation of the Chief/OIC of the AFSD 6. Processed application/LTO are forwarded to the BAI - Director for final approval 7. Approved application/LTO are returned to AFSD for appropriate release and monitoring - NCR - DA - Regional/Provincial AFVDAPCO 	

Initial Registration/Renewal of Registration of VDAP

The purpose of this process is to legitimize the product registration in order to ensure that all VDAP products made available to the general public are safe, efficacious and of good quality. Figure 21 shows the process flow.

Figure 21
Registration of VDAP Products Process Flow

TITLE: REGISTRATION OF VDAP PRODUCTS	DOCUMENT NO.	DOCUMENT NO.	PAGE NO.
Person In-Charge	Flow Chart	Procedure	
<ol style="list-style-type: none"> 1. AFSD - Officer of the Day * Ms. Marlyn Mulato 2. RMS - Technical Staff - Dr. Alice Layson - Dr. Catherine Villanueva 3. Recording & Monitoring Section / Standardization & Evaluation Section Technical Evaluators: - Dr. Alicia Layson - Dr. Catherine Villanueva - Dr. Adel Contreras - Dr. Elsie Calinap - Dr. Grace Lariosa 4. Recording Monitoring Section Staff: - Dr. Catherine Villanueva - Ms. Lolita Castillo 5. - Ms. Corazon G. De Leon Chief, Registration & Monitoring Section - Ms. Esterlita Karganilla OIC, Standardization & Evaluation Section - Ms. Estherlina D. Arifalo Chief, Feed Resource Dev't. Section - Ms. Marina M. Estacio OIC, Animal Feed Standard Division 6. BAI-Director - Dr. Jose Q. Molina 7. Animal Feed Standard Division - Officer of the Day * Ms. Marlyn Mulato 	<pre> graph TD START([START]) --> R1[Receiving Unit Officer of the Day Room 2] R1 --> R2[Review & Verification for Compliance of Documents submitted - Room 1] R2 --> R3[Preliminary & Succeeding Evaluation of Technical Data, Label, and Analysis] R3 --> R4[CPR/Document Processing RMS Room I] R4 --> R5[Recommendation for the Director Approval - Signing of 3 Section Chiefs - Chief/OIC, AFSD] R5 --> R6[Approval of Certificate of Product Registration] R6 --> R7[AFSD Releasing Unit Room 2] R7 --> END([END]) </pre>	<ol style="list-style-type: none"> 1. All application from the NCR, Regional DA-Offices and Walk-in clients submission of AFSD Form No. 3 2. Review, counter checks checklist & verification for compliance of requirements: - Incomplete requirements returned to applicant - Complete requirements accepted for preliminary evaluation 3. - Review critic analysis and evaluation of various technical data, labels, result of analysis and other scientific document submitted for compliance and authenticity of records filed - After satisfactory compliance recommends approval of application for issuance of certificate of registration: a. conditional b. regular c. lifting - Complied application recommended for approval of CCPR/CPR typing/encoding by Chief - OIC AFSD - Non Conforming/Deficient requirements returned to client for compliance 4. Preparation of Order Slip, Indexing & recording of payment - Assignment of Certificate of Product Registration Number - Recording & Indexing - Encoding of CPR either as: - Initial - Renewal - Conditional - Lifting 5. Affixing of Signature of 3 Section Chief for recommending approval of Chief/OIC AFSD 6. Processed Certificate of Product Registration are forwarded to BAI Director for final approval 7. Approved CPR are returned to AFSD for release and mailing to: - NCR - DA - Regional/Provincial AFVDAPCO 	

Approval of Brand Name

The purpose of this process is to control the use of brand names of feeds, feedstuffs and veterinary drugs and products. An approved brand name is a requirement for product registration which, in turn, is an import requirement. The flow chart in the Application of Brand name/s is used in this process. Figure 22 describes this process.

Figure 22
Flowchart in the Application of Brand Name/s

TITLE: FLOWCHART IN THE APPLICATION OF BRANDNAME/S	DOCUMENT NO.	DOCUMENT NO.	PAGE NO.
		COPY NO.	EFFECTIVITY DATE
Person In-Charge	Flow Chart	Procedure	
1. Officer of the Day (AFSD) 2. Officer of the Day (AFSD) 3. a. Accounting Section b. Cashier - BAI 4. Officer of the Day (AFSD) 5. Luzviminda Dela Fuente 6. Division Chief / Officer-In-Charge 7. Luzviminda Dela Fuente 8. Division Chief 9. a. Accounting Section b. Cashier - BAI 10. Officer of the Day (AFSD) 11. Officer of the Day (AFSD)	<pre> graph TD START[START] --> SUBMISSION[SUBMISSION OF PROPOSED BRAND NAME/S] SUBMISSION --> PREP_PAYMENT[PREPARATION OF ORDER OF PAYMENT] PREP_PAYMENT --> PAYMENT[PAYMENT OF BRANDNAME/S APPLICATION] PAYMENT --> PRESENT_REC[PRESENTATION OF OFFICIAL RECEIPT] PRESENT_REC --> PRE_EVAL[PRE-EVALUATION OF BRANDNAME/S] PRE_EVAL --> FINAL_EVAL[FINAL EVALUATION OF BRANDNAME/S] FINAL_EVAL --> CLEARED[CLEARED BRANDNAMES] FINAL_EVAL --> DENIED[DENIED BRANDNAMES] DENIED --> REAPP[REAPPLICATION] REAPP --> SUBMISSION CLEARED --> PREP_OFFICIAL[PREPARATION OF BRANDNAME/S IN OFFICIAL FORM] PREP_OFFICIAL --> FINAL_APPROVAL[FINAL APPROVAL OF BRANDNAME/S] FINAL_APPROVAL --> PAYMENT_APPROVED[PAYMENT OF APPROVED BRANDNAME/S] PAYMENT_APPROVED --> PRESENT_REC_APPROVED[PRESENTATION OF OFFICIAL RECEIPT] PRESENT_REC_APPROVED --> RELEASING[RELEASING] RELEASING --> END[END] </pre>	1. Client submits proposed brandnames using AFSD form 2. Client is charged P10.00 for every brandname applied for 3. a. Issuance of Order of Payment by Accounting Unit b. Issuance of Official Receipt 4. The official receipt number is logged 5. Pre-evaluates by listing all similar sounding brands 6. Evaluates the brandnames presented 7. Typing 8. Approval of Division Chief / Officer-In-Charge 9. a. Issuance of Order of Payment by Accounting Unit (Additional P40.00 for approved brand name) b. Issuance of Official Receipt 10. The official receipt number is logged 11. Client claims both approved and denied brand names	

Issuance of import permit

This process is the same as the issuance of import permit for feeds.

Inspection of Import Cargo

This process is the same as the inspection of import cargo at port of entry for feed and feedstuff.

4.4.3 Process Analysis

The BAI has no manual of operation for feed importation. Moreover, its flowcharts are, according to it, not updated even though these were prepared using quality assurance principles. Existing guidelines are available in hardcopy, some form of GMP inspection standard is practiced, and procedures are documented in a logbook. With these as references, experienced inspectors are able to perform their work. Inspection skills are passed on to new staff through formal and hands-on training.

All processes, except for laboratory analysis, are manual. However, the absence of a backup procedure for lab data has already resulted in the loss of nearly five years worth of data due to a computer breakdown.

Issues relevant to the issuance of the import permit and the inspection of import cargo have been discussed in similar processes in the section on feeds.

Initial Registration/Renewal of Registration of VDAP

This process takes 60 days to complete. It entails the review, analysis, and evaluation of technical data, labels, results of analysis, and other scientific data submitted. Five signatories are required both for the approval of the application for initial registration and for the renewal of registration.

Resource availability and the capability of the client to comply with requirements are key issues in this step. Perhaps the process can be shortened if a risk-based approach to product evaluation is included and different methodologies for evaluation are applied based on a risk assessment of the product. i.e., low risk products are assessed based on sampling of technical data rather than a review of the entire literature, thereby shortening processing time.

Approval of Brand Name

This manual process is a strong candidate for automation since it merely entails the pre-evaluation of the desired brand name against a listing of similar sounding names, followed by a final evaluation of brand name.

4.4.4 *Reference Documents*

Licensing of VDAP Establishment.

The following documents are used in this process: (a) RA 3720 “Food, Drugs and Devices, and Cosmetics Act”, (b) Support to Registration of the Different Veterinary Drug and Products Establishments (VDAPE) Flow chart, (c) Licensing of VDAP Establishment Flow chart, (d) AFSD Form # 2, (e) Application for Licensing of Veterinary Drug and Product Establishments, and (f) License to Operate.

Initial Registration/Renewal of Registration of VDAP

Six documents are currently in use to describe this process, namely, (a) Registration of VDAP Products flow chart, (b) Application Letter for Initial/Renewal/Product Registration and CCPR Lifting/Extension, (c) BAI AFSD Checklist No. 2 - Checklist of Requirements for Initial Registration of Veterinary Drug and Product Premixes and Water Soluble, (d) BAI AFSD Checklist No. 3 - Checklist of Requirements for Renewal of Registration of Veterinary Drug and Product Premixes and Water Soluble, (e) BAI AFSD Checklist No. 4 - Checklist of Requirements for Registration of Raw Material for Own Use (with finished product registered with BAI), and (f) AFSD Form No. 3 - Application for Registration of Veterinary Drugs and Products

4.4.5 *Documents Analysis*

The standards for veterinary drugs are stringent because the BFAD Law and its protocols and standards are applied to these ingredients making them as safe, perhaps, as the drugs used on humans. Thus, the documentation of the process for importing VDAP also shows the presence of quality assurance principles in the preparation of existing forms and process flows. However, as is apparent in the lack of a manual of operation and some flowcharts that are not updated, this is not sustained.

4.4.6 *Feedback from Industry Stakeholders*

VDAP importers share the same issues as feed importers, especially with regard to their disgruntlement over the lengthy process of issuing import permits. Please refer to section 4.3.6 for more details.

4.5 *Domestic Quarantine of Feeds, Feedstuff and VDAP*

4.5.1 *Overview*

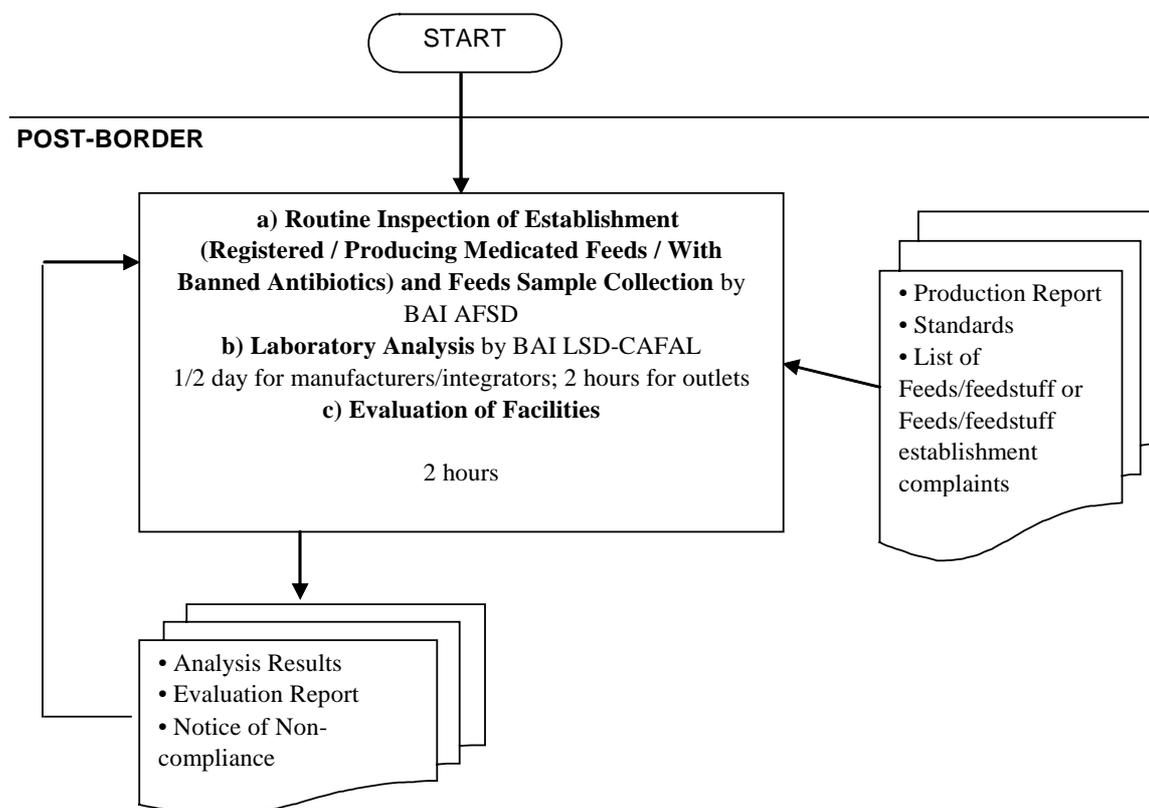
All feeds, feedstuff, and VDAP establishments and products found in the domestic market are regulated and undergo domestic quarantine inspection.

The domestic quarantine or regulation of feeds, feedstuff, and VDAP involves the following activities, namely, (a) for feed and feedstuff, the routine inspection of establishments (registered/ producing medicated feeds/ with banned antibiotics) including feed sample collection and lab analysis, and (b) for VDAP, the spot inspection of VDAP

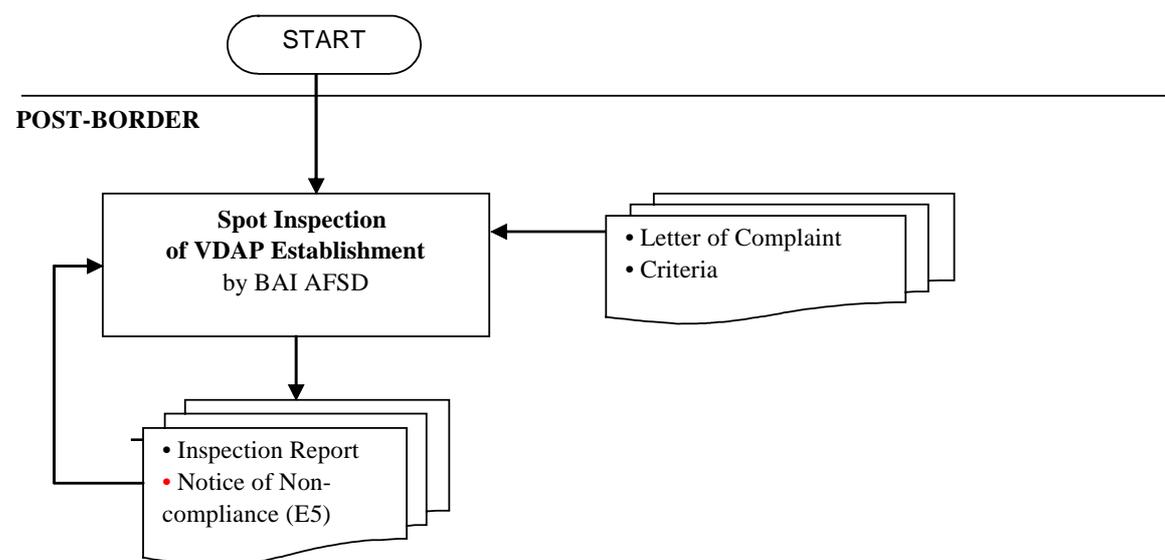
establishments. Figure 23 gives a high-level view of the process. Attachment H1 contains a sample document of the Notice of Non-compliance.

Figure 23
Domestic Quarantine of Feeds, Feedstuff, and VDAP

DOMESTIC QUARANTINE OF FEEDS AND FEEDSTUFF



DOMESTIC QUARANTINE OF VDAP



4.5.2 *Sub-Processes*

Routine Inspection of Establishment (Registered/ Producing Medicated Feeds/ with Banned Antibiotics) and Feeds Sample Collection, and Lab Analysis

The purpose of this group of sub-processes is to regulate and control the use of antibiotics on feeds and to fully implement the ban on the use of chloramphenicol and other banned antibiotics in feeds. Banned antibiotics are chloramphenicol, furazolidon, olaquinox, carbadox, furaltadone, nitrofurans and beta agonist. The regulation and control of the use of antibiotics on feeds applies to all erring feed establishments violating certain provisions in DA AO 33 and DOH AO III-A, while the regulation and control of the use of medicated drugs applies to all veterinary drug manufacturers, VDAP establishments and outlets and all mixed feed manufacturers.

The BAI reported that inspection is performed (a) on any premises or conveyances in which feeds or feed ingredients are sold, produced, processed, transported or held in possession for sale or distribution., and (b) when the inspector has reasonable cause to believe that any feed or feeding stuff is being prepared or has been prepared for sale and may take for analysis samples of any feed or feeding stuff there found without cost. It is also undertaken to (a) inspect only records or documents which are necessary in verifying the volume of production and/or importation for proper assessment of the inspection fee as provided for in RA 1556, as amended, and (b) inspect the results of chemical analysis of their finished products for the purpose of enforcing BAI rules.

According to the BAI, the following rules are followed during sampling:

1. An animal feed products inspector collects duplicate samples of a total of not less than ¼ kilo and not more than ½ kilo from random-sampled unopened bags.
2. Each sample must be properly labeled according to the tag attached to the feed containers where it was taken.
3. Each shall be sealed, signed and dated by the inspector in the presence of one of the manufacturer's dealers and/or importer's representative who shall be requested to sign.
4. One of the samples shall be taken to the Bureau of Animal Industry for appropriate analysis and the other sample given to the manufacturer, owner, processor and/or importer.

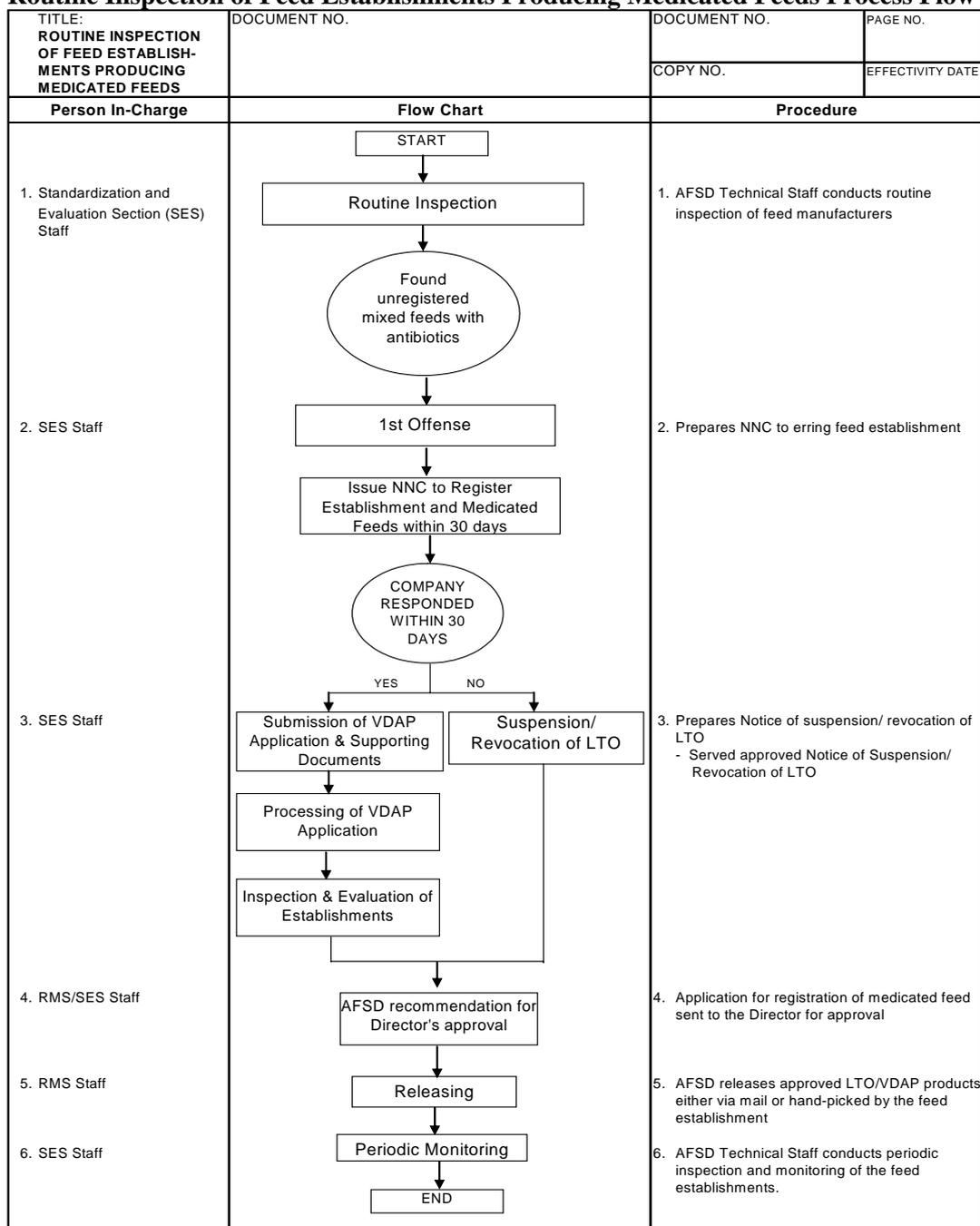
Lab analysis is performed to detect chloramphenicol and other banned antibiotics in feeds. The feeds are also tested for aflatoxin.

Routine inspection takes two hours while lab analysis may take half a day for manufacturers and integrators and two hours for feed outlets. Figures 24-26 show process flows for each of the 3 routine inspections.

Figure 24
Routine Inspection of Feed Establishment Process Flow

TITLE: ROUTINE INSPECTION OF FEED ESTABLISHMENT FLOWCHART Feed Establishment Registered	DOCUMENT NO.	DOCUMENT NO.	PAGE NO.
		COPY NO.	EFFECTIVITY DATE
Person In-Charge	Flow Chart	Procedure	
<p>1. SES</p> <p>2. SES</p> <p>3. RMS / SES</p> <p>4. RMS / SES / Office of the Chief</p> <p>5. Room 2</p> <p>6. SES</p>	<pre> graph TD START([START]) --> INSPECTION[INSPECTION OF FEED ESTABLISHMENT/WAREHOUSE] INSPECTION --> REGISTERED{FEED ESTABLISHMENT REGISTERED} REGISTERED -- NO --> NONCOMPLIANCE[ISSUE NON-COMPLIANCE/REQUIRE TO REGISTER WITHIN 30 DAYS] REGISTERED -- YES --> COLLECT[COLLECT SAMPLES FOR LABORATORY ANALYSIS] NONCOMPLIANCE --> RESPONDED((COMPANY RESPONDED WITHIN 30 DAYS)) RESPONDED -- NO --> REQUEST[REQUEST CANCELLATION OF MAYOR'S PERMIT] RESPONDED -- YES --> SUBMIT[SUBMISSION OF APPLICATION & SUPPORTING] COLLECT --> SUBMITTED[SAMPLES SUBMITTED TO CHEMISTRY] SUBMITTED --> RESULTS[RESULTS OF ANALYSIS DECODED & EVALUATED] RESULTS --> SUBMIT RESULTS --> REQUEST SUBMIT --> PROCESSING[PROCESSING OF DOCUMENTS] PROCESSING --> EVALUATION[INSPECTION & EVALUATION OF ESTABLISHMENT] REQUEST --> EVALUATION EVALUATION --> RECOMMENDATION[AFSD RECOMMENDATION FOR DIRECTOR'S SIGNATURE] RECOMMENDATION --> RELEASING[RELEASING] RELEASING --> MONITORING[PERIODIC MONITORING] MONITORING --> END([END]) </pre>	<p>1. Routine inspection of feedmill/ Warehouse</p> <p>2. Outright issuance of NNC to unregistered feed establishment</p> <p>3. Prepare letter, requesting cancellation of mayor's permit</p> <p>4. Final Approval of the Director</p> <p>5. Submit signed request to the Office of the Mayor</p> <p>6. Monitor if approved</p>	

Figure 25
Routine Inspection of Feed Establishments Producing Medicated Feeds Process Flow



Spot Inspection of VDAP Establishment

The purpose of this process is to stop and possibly eliminate all unregistered veterinary drugs and VDAP establishments, and to rid THE veterinary drug industry of unregistered, banned veterinary drug and products. Figure 26 describes the process.

This process is similar to the routine inspection of a feed establishment except that its purpose is to inspect reported cases of violation and ensure compliance. Figure 27 describes the process flow.

Figure 26
Routine Inspection of Feed Establishment with Banned Antibiotics Process Flow

TITLE: ROUTINE INSPECTION OF FEED ESTABLISH- MENT WITH BANNED ANTIBIOTICS	DOCUMENT NO.	DOCUMENT NO.	PAGE NO.
		COPY NO.	EFFECTIVITY DATE
Person In-Charge	Flow Chart	Procedure	
<p>1. Standardization and Evaluation Section (SES) Staff</p> <p>2. SES Staff</p> <p>3. SES Staff</p> <p>4. SES Staff</p> <p>5. SES Staff</p> <p>6. SES / Office of the OIC</p> <p>7. Officer of the Day</p> <p>8. SES Staff</p>	<pre> graph TD START[START] --> RI[Routine Inspection] RI --> BA((Banned Antibiotics)) BA --> CBP1[Confiscation of Banned Product] BA --> 2ndOff[2nd Offense] CBP1 --> R1[Report] 2ndOff --> CBP2[Confiscation of Banned Product] CBP2 --> R2[Report] R1 --> DBP[Destruction of Banned Product] R2 --> DBP DBP --> R3[Report] DBP --> RLTO[Recommendation for revocation of LTO] RLTO --> DS[Director's signature] DS --> R[Releasing] R --> PM[Periodic Monitoring] PM --> END[END] </pre>	<p>1. AFSD Technical Staff conducts routine inspection of feed manufacturers</p> <p>2. Outright Confiscation of banned product</p> <p>3. Prepares inspection report to the Director</p> <p>4. Coordinates with the Department of Environment and Natural Resources and Environmental Management Bureau for proper disposal at the erring company's expense</p> <p>5. Prepares report on the disposal of the banned products 5.a. AFSD recommends revocation of client's LTO for the 2nd Offense</p> <p>6. Approval of revocation of LTO by the Director</p> <p>7. AFSD serves revocation of LTO to erring feed establishment</p> <p>8. AFSD Technical Staff conducts inspection and monitoring of feed establishments</p>	

Figure 27
Spot Inspection of VDAP Establishments Process Flow

TITLE: SPOT INSPECTION OF VDAP ESTABLISHMENTS	DOCUMENT NO.	DOCUMENT NO.	PAGE NO.
Person In-Charge	Flow Chart	Procedure	
1. Officer-In-Charge, AFSD 2. Registration & Monitoring Section/ Standardization & Evaluation Section 3. Standardization & Evaluation Section 4. RMS and SES Technical Staffs 5. Standardization & Evaluation Section 6. Officer-In-Charge, AFSD & Section Chiefs 7. BAI Director 8. Standardization & Evaluation Section 9. Standardization & Evaluation Section	<pre> graph TD START([START]) --> A[Receive letter of Complaint] A --> B[Verification of Records] B --> C[Inspection Feed/VDAP Establishment] C --> D[Check Record/Report] D --> E[Issue NNC Require Compliance within 30 working days] E --> F[Recommendation to BAI Director] F --> G[Director Approval] G --> H[Release] H --> I[Monitor] I --> END([END]) </pre>	1. OIC, AFSD - study letter of complaint then instruct RMS/SES for appropriate action 2. RMS checks records (LTO & Product registration of VDAP Establishment in question) 3. SES conducts inspection of VDAP Establishment Warehouse, Laboratory, Outlets to check for the following: a. Primarily to address the problem b. Presence of the product in question c. Compliance of Generic Act of 1988 d. Unregistered products e. Cleanliness/Sanitation/Lighting f. GMP 4. a. SES/Inspection request RMS to check records of products with no VR Numbers or are suspected to be unregistered b. Prepare a comprehensive report c. Include recommendation or advise given to the Owner/Representative of the VDAP establishment in question 5. SES issue NNC require to comply in 30 days 6. Make proper recommendation to the BAI Director with the approval of OIC, AFSD; countersigned by 3 Section Chiefs 7. BAI Director Approves 8. SES serves within NCR and Mail NNC to Regions 9. Regular Monitoring	

4.5.3 Process Analysis

Routine Inspection of Establishment (Registered/ Producing Medicated Feeds/ with Banned Antibiotics) and Feeds Sample Collection, and Lab Analysis

The three processes for routine inspection, as shown in Figures 25-27, are initiated based on the type of feed detected during inspection and lab analysis. Thus, when a routine inspection is conducted, the action taken by the inspector is determined by

whether the feed contains banned antibiotic, a registered/unregistered drug or simply a registered/unregistered feed. Lab analysis is performed in all three, although it is not indicated in the flowcharts for banned antibiotics (Figure 26) and medicated feeds (Figure 27).

Routine inspection is performed twice a month for each establishment regardless of compliance history. There is a very strict protocol for non-compliance but no compliance program for establishments with good track records.

4.5.4 Reference Documents

Routine Inspection of Establishment (Registered/ Producing Medicated Feeds/ with Banned Antibiotics) Feeds Sample Collection, and Lab Analysis

The BAI uses the following reference documents in performing these processes: (a) Routine Inspection of Feed Establishment (Registered) Flowchart, (b) Routine Inspection of Feed Establishment Producing Medicated Feeds Flowchart, (c) Routine Inspection of Feed Establishment with Banned Antibiotics Flowchart, and (d) Notice of Non-Compliance.

Spot Inspection of VDAP Establishment

Two documents are used in this process, namely, the Spot Inspection of VDAP Establishments Flowchart, and the Notice of Non-Compliance.

4.5.5 Documents Analysis

Please refer to the document analyses for the importation of feed and feedstuff and VDAP.

4.5.6 Feedback from Industry Stakeholders

There is no feedback from industry stakeholders for this process.

4.6 Importation of livestock for food

This process of importing livestock is exemplified by the case of feeder cattle.

4.6.1 Overview

The BAI is responsible for regulating the importation of feeder cattle and other live animals.

The importation of feeder cattle involves seven major steps, namely, (a) Import Risk Analysis (IRA)/ accreditation of exporter, (b) accreditation of importer, (c) issuance of veterinary quarantine clearance (VQC) to import, (d) notification of arrival, (e) inspection of import cargo at point of entry, (f) registration and accreditation of transport carrier, and (g) on-farm quarantine. Most of the steps or sub-processes are manual except for the third step, which is the issuance of the VQC to import. Figures 28 to 30 give a

high-level view of the feeder cattle importation process. Attachments F1 to F5 contain sample documents.

Figure 29
Importation of Feeder Cattle Process Flow 2/3

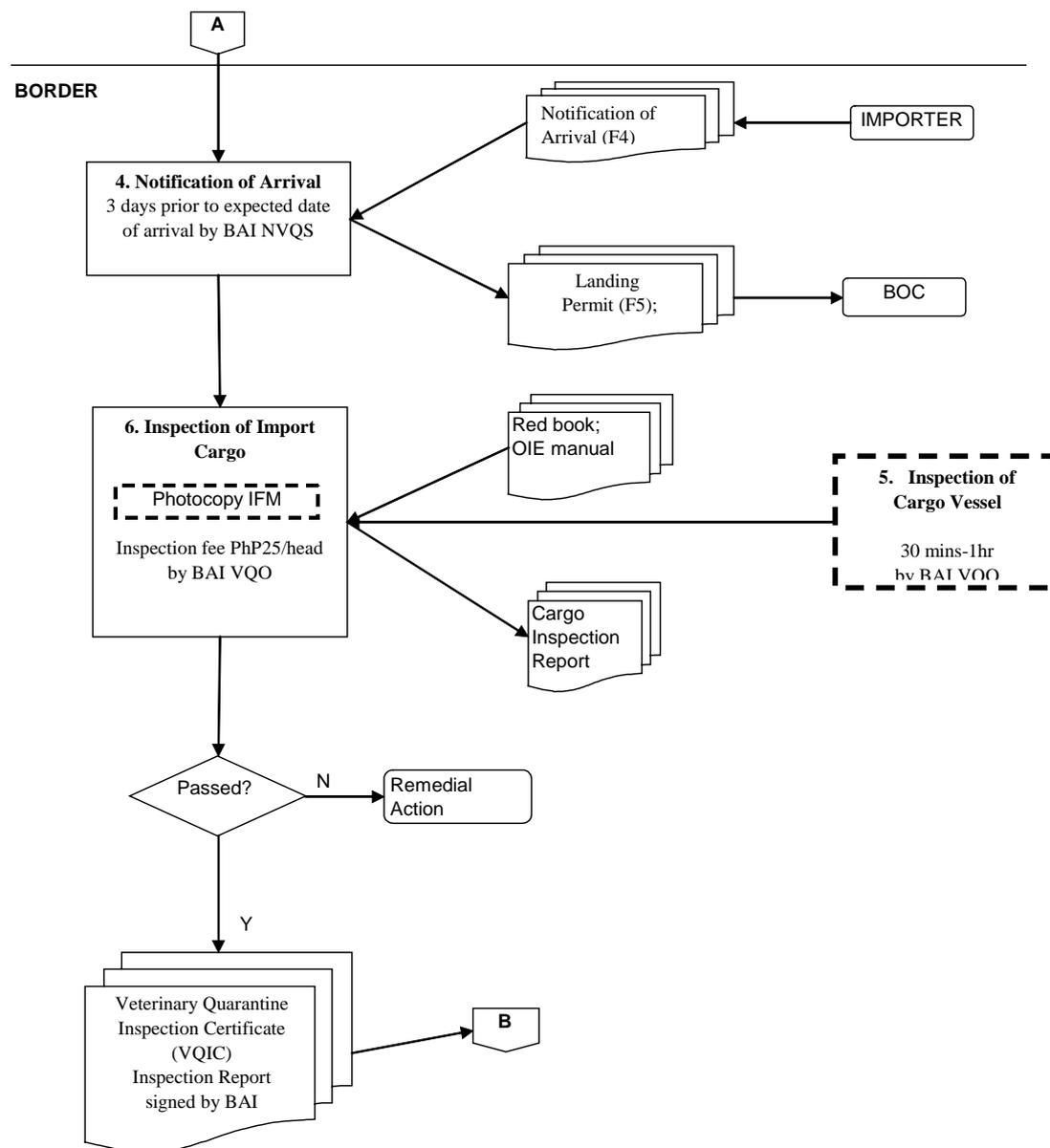
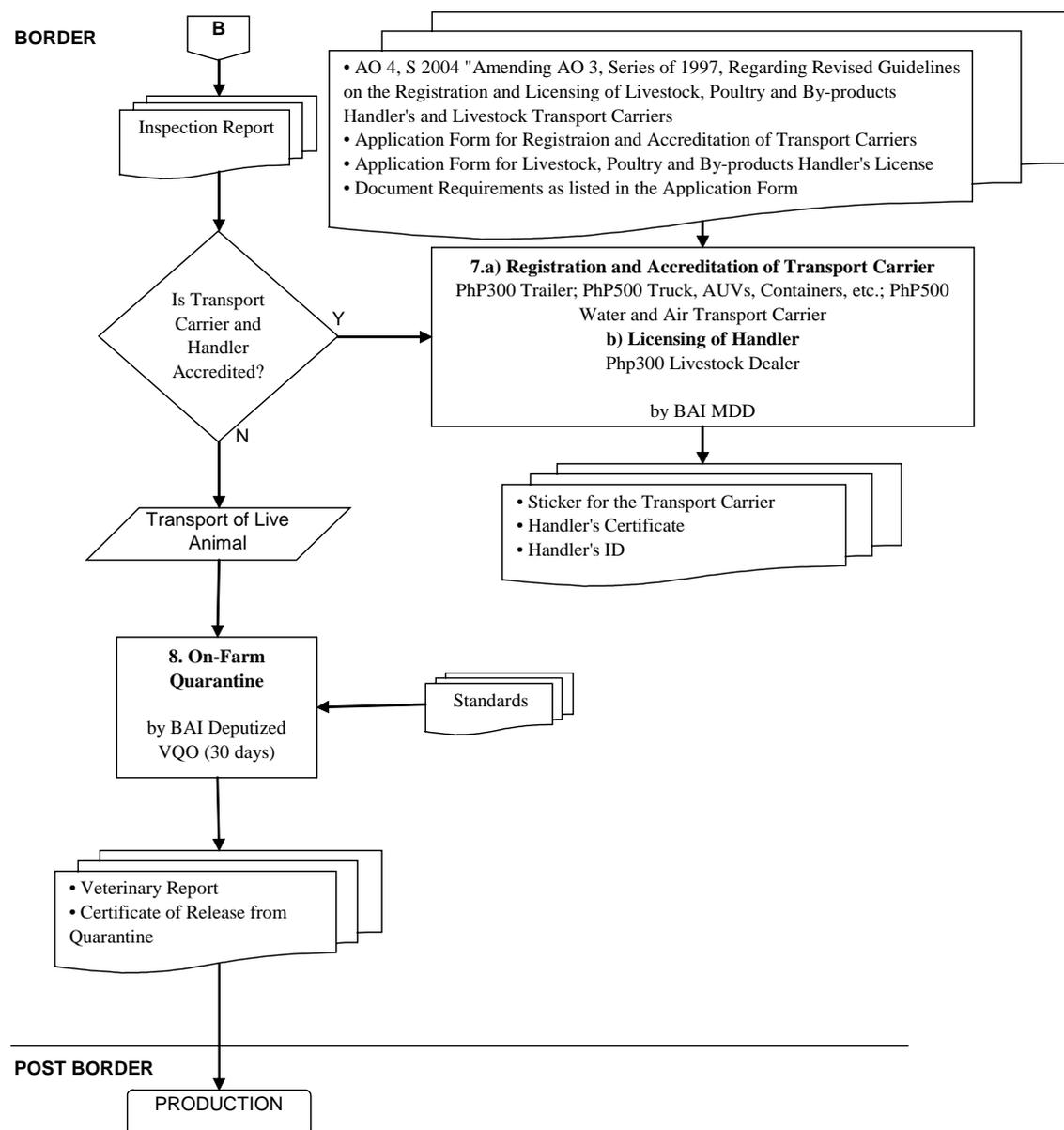


Figure 30
Importation of Feeder Cattle Process Flow 3/3



4.6.2 The Sub-Processes

Import Risk Analysis (IRA)/ Accreditation of Exporter

The purpose of this process is to check the animal health status at the country of origin.

According to the BAI, its quarantine officers conduct risk analysis as part of their daily activities, but that these are done “informally.” Having no formal IRA process, codified in neither an Imports Risk Analysis Handbook nor an IRA process flow, the agency is concerned that its risk analysis may not be of the same caliber as that of the

international community. However, it does have a comprehensive evaluation guide with an accompanying checklist adopted from the 2003 OIE Terrestrial Animal Health Code which a prospective foreign source is required to accomplish in order to gain accreditation. This and the disease status of the foreign source found in the OIE website serve as the bases for approval of accreditation, a process which can last anywhere from six months to one year. Figure 31 shows its IRA checklist based on the 2003 OIE Terrestrial Animal Health Code.

Figure 31
Information Needed by the Government of the Philippines for the Conduct of IRA

**INFORMATION NEEDED BY THE GOVERNMENT OF THE PHILIPPINES FOR
THE CONDUCT OF IMPORT RISK ANALYSIS**

Exporting Country:

Commodity for Export: **Agricultural products of animal origin**

- 1.0 Veterinary Services**
 - 1.1 Organization structure (National, Regional/State, District)
 - 1.2 Number of technical staff (Veterinarians, Animal Health Assistants)
- 2.0 Animal production**
 - 2.1 Animal population per species distributed by State/District
 - 2.2 Annual production of meat and dairy products
- 3.0 Animal Health Status**
 - 3.1 Diseases present in the country
 - 3.2 List of notifiable diseases
 - 3.3 Five-year disease data
 - 3.3.1 Distribution of Morbidity and Mortality by State/District
- 4.0 Disease surveillance system**
 - 4.1 Disease reporting system
 - 4.1.1 Laws on compulsory reporting/notification on the occurrence of disease
 - 4.1.2 Flow of report from the farm/village to the Central Veterinary Authority
 - 4.2 Investigation of disease outbreaks
 - 4.3 Diagnostic capabilities
- 5.0 Disease Control Program**
 - 5.1 Laws governing disease control
 - 5.2 List of priority diseases under national disease control
 - 5.3 Strategies for disease control
 - 5.3.1 Vaccination
 - 5.3.2 Treatment
 - 5.4 Vaccines and other biologics being used.
- 6.0 Exporting company**
 - 6.1 Name, Address, business description
 - 6.2 Facilities (meat processing plant, abattoir, holding yards)
 - 6.3 Source of animals (identify the District/State)
 - 6.4 Products for export
 - 6.5 List of countries where they export their product

Accreditation of Importer

The purpose of this process is to ensure that live animals have a site for on-farm quarantine upon arrival in the Philippines.

In this manual process, the BAI central office receives an application, refers the application to the deputized veterinary quarantine officer (VQO) in the RFU who then conducts a farm inspection. The VQO mails the results of the inspection, including his appraisal of the capability of the importer to handle quarantine activities for the imported animals during the 30-day quarantine period, to the BAI central office for its review and approval. Once approved, the BAI central office uses this as a basis for issuing an import permit and notifies the deputized VQO in the said RFU of the approval of the import permit.

Issuance of Veterinary Quarantine Clearance (VQC/SPS) to Import

The issuance of a VQC/SPS, as explained by the BAI, is used to notify the foreign source that their veterinary commodities are cleared for exportation to the Philippines provided that the requirements indicated in the import permit are satisfied. The BAI explained that it has replaced the term 'import permit' in its application form with the more appropriate term 'Veterinary Quarantine Clearance (VQC/SPS) to Import'. However, according to the BAI, the name import permit still appears in its issuance, guidelines and process flows.

The process has been streamlined and automated by the BAI. Routine issuance of the VQC/SPS or import permit normally takes one day while some, requiring 'informal' risk analysis and additional documents, may take 3-5 days.

Notification of Arrival

A letter of notification of import shipment arrival is submitted by the importer three days prior to the expected date of arrival of a shipment. The same letter requests for instruction for on-farm quarantine. Upon receipt of the letter, the BAI issues a Landing Permit to the BOC notifying it of the arrival of a shipment with information on the place of the on-farm quarantine.

Quarantine inspectors are alerted of the arrival of quarantine agriculture products through the inward foreign manifest (IFM) submitted by the operator of a cargo vessel. The IFM is a shipping cargo declaration which provides the following information about the goods on-board: consignors, consignees, marks and numbers, number and kind of packages, their weights or measures, descriptions and quantities of the goods, and their port of loading and intended port of discharge. It allows the BAI to determine whether the vessel contains animals and animal products, i.e. an IFM may declare a refrigerated load set at a temperature of 18°C which, according to the BAI, is a strong indicator that the shipment contains imported meat.

In the case of shipping cargo, the ship captain, prior to docking, gives two copies of the IFM to the BOC and DOH, respectively. The BAI does not get any. Also, not all carriers submit a hard copy of the IFM. Instead, they send electronic copies to the BOC's Automated Computer Operating System (ACOS), to which BAI does not have access

either. According to the BAI, it obtains a copy of this document by searching through and photocopying the IFMs located in the Pier Inspection Division. However, it claims that some IFM files have a way of being ‘relocated’ to another BOC division.

Inspection of Live Animal at Point of Entry

The purpose of this process is to ensure that animals harboring diseases do not cross the Philippine quarantine border.

The Standard Operating Procedure of Veterinary Quarantine (SOPVQ) or the ‘Red Book’ is the BAI’s inspection ‘bible’. It contains quarantine inspection protocols for different operating environments, i.e. shipping vessels, and animal imports.

In the inspection of import cargo, in this case, feeder cattle, the ‘red book’ and OIE manual provide that the live animals be checked for disease through organoleptic inspection. However, other tests, i.e. lab tests, are conducted during on-farm quarantine. Animals showing signs of disease are seized while the remaining animals are transported by accredited transport carriers and handlers to the on-farm quarantine site.

A Notice of Quarantine is issued by the VQO prior to release of the livestock from the port of entry.

On-Farm Quarantine

In the Philippines and other countries, a system for on-farm quarantine is a requirement for biosecurity. Thus, the monitoring of disease is essential. This process ensures a system for disease surveillance through a deputized VQO who monitors the animals for signs of disease and reports its occurrence to the BAI. A quarantine farm may be the only place where ‘farm to fork’ traceability is practiced in the Philippines.

This is the last border control process for livestock. Border quarantine ends when a Certificate of Quarantine Release is issued to the importer.

Live animals are monitored for disease during this 30-day quarantine period. When a disease outbreak occurs, the diseased animal is seized and destroyed. The remaining healthy animals may, upon the request of the importer, undergo another 30-day quarantine to avoid the entire stock being destroyed. If the animals remain healthy, they are officially released from quarantine.

4.6.3 Process Analysis

Import Risk Analysis (IRA)/ Accreditation of Exporter

A formal IRA process is a potential bottleneck activity. It does not occur routinely but, when it does, it has a high risk of fizzling out midstream due to process congestion and ‘resource fatigue’. Thus, the proper management of this activity is critical.

The BAI admitted that, although it uses the OIE website to track disease situations globally, animal disease surveillance in the Philippines needs to be enhanced further in order for it to ably conduct a formal risk analysis. For now, only a few diseases, i.e. FMD

and Avian Influenza, have well-funded programs for disease surveillance and monitoring. According to the BAI, having a disease database, an OIE requirement, would greatly enhance its IRA process.

Accreditation of Importer

The remote transmittal of documents is a potential bottleneck that is best addressed with the use of technology. Processes such as these are good candidates for automation using electronic data interchange (EDI) transactions like the E-Trade system of Singapore and the E-Cert system of Australia. The process of farm inspection is also a bottleneck activity requiring site visits and monitoring of farm animals for signs of disease.

Issuance of Veterinary Quarantine Clearance (VQC/SPS) to Import

A stand-alone, automated system is in place which may be further improved if linked up to the BOC's ACOS system.

The BAI observed that the longest processing time occurs for new importers who have difficulty completing their import documents because they don't know what the DA's and the exporting country's import requirements are. The BAI wants to assist these new importers by providing them with the Philippine import conditions for animals, animal products and by-products, i.e. those for importing beef from Japan. With its import conditions available only in hard copies, it wants the capability to link DA issuances relevant to Philippine import requirements by topic to assist importers in their search. Specifically, the BAI wants to create an electronic library on animals, animal products, and animal by-products with information on Philippine issuances, Philippine importers, their import products, and foreign sources so new importers may know where they may import.

Notification of Arrival

This process serves to secure a landing permit for the importer. It cannot be used to determine the actual arrival of a shipment. Also, illegal imports may not go through this process.

Inspection of Live Animal at Point of Entry

The inspection process is guided by adequate procedures which give clear directions to the BAI inspectors. Databased risk profiling, still missing in this process where all imports are inspected regardless of the compliance history of the importer and exporting source, would further enhance the inspection process. However, in the case of livestock, where disease may be spread on-board a cargo vessel, the determination of risk may be moot. Nevertheless, risk-profiling would provide a scientific method for inspectors to determine the source of risk, i.e., foreign source, transport vessel, or a transshipment port.

BAI inspectors complain that they cannot track leakages nor assist importers who complain of missing shipments because, without access to the IFM, they are unaware of when a shipment arrives and if the entire volume was shipped. They only know about

incoming shipments based on the import permits the BAI issues and the notice of arrival letter submitted by the importer, which are useless as reference materials since illegal importers will not even bother to get an import permit nor send a notice of arrival letter.

The BAI tried to establish a computer link up with the BOC system but was unsuccessful. This link up would allow it to have immediate access to IFM information, thus allowing it to detect quarantine cargo even before a shipment reaches the border. Currently, a MOA is being drafted to facilitate the sharing of cargo clearance information through electronic or other means. Through this system, the BOC will provide DA an advanced copy of IFMs submitted by the shipping lines/airlines.

The BAIs inability to access information on shipment arrivals and cargo inventory at the port of entry is a serious gap in border control. The DA shows a keen awareness of this in its continued efforts in acquiring access to the ACOS system of the BOC.

As it stands, the reliability of this process is undermined by the inefficiency of obtaining of an IFM. Moreover, quarantine inspection will never occur unless triggered or initiated by the BOC examiner's action of notifying the BAI of the existence of a quarantine cargo. This means that an importer will first have to file for a release of shipment with the BOC, at which point, illegal transactions may occur between a BOC inspector and an importer, allowing the shipment to be released without a quarantine inspection. In such cases, the BAI inspector will not know that a 'leakage' has occurred.

If the inspection process is to be fully utilized as intended, a 'process-driven' change would have to be effected in that the quarantine inspector would be the process initiator, thereby allowing him to have the first contact with both the importer and his imported goods.

On-farm Quarantine

This bottleneck activity is one of the longest sub-processes for the importation of livestock and would benefit from the use of new technology, i.e. equipment that can provide faster disease detection, and the practice of operational risk management.

4.6.4 Reference Documents

Import Risk Analysis (IRA)/ Accreditation of Exporter

The following are used as reference documents in this process: (a) Information Needed by the Government of the Philippines for the Conduct of Import Risk Analysis, and (b) Revised Information of Countries Requesting Accreditation to Export Livestock and their Products to the Philippines.

Accreditation of Importer

Two reference documents are used in this process, namely, (a) Certificate of Inspection of Place of Quarantine, and (b) Guidelines on the Quarantine of Animals.

Issuance of Veterinary Quarantine Clearance (VQC/SPS) to Import

Three reference documents are used in this process, namely, (a) Importation Flowchart, (b) Service Guide: Issuance of Import Permit for Feeder Cattle, Semen and Embryo, and (c) Veterinary Quarantine Clearance to Import Feeder Stock Cattle (Australia).

Notification of Arrival

The following documents are used as reference in this process: (a) A letter of notification of import shipment arrival, and (b) Import Landing Permit.

Inspection of Live Animal at Point of Entry

The following documents are referred to in this process: (a) The Standard Operating Procedure of Veterinary Quarantine (SOPVQ), (b) OIE manual, (c) Veterinary Quarantine Inspection Certificate (VQIC), and (d) the cargo inspection report.

Registration and Accreditation of Transport Carrier

The following reference documents are used in this process: (a) AO 4, S 2004 "Amending AO 3, Series of 1997, Regarding Revised Guidelines on the Registration and Licensing of Livestock, Poultry and By-products Handler's and Livestock Transport Carriers, (b) Application Form for Registration and Accreditation of Transport Carriers, (c) Application Form for Livestock, Poultry and By-products Handler's License, and (d) Document Requirements as listed in the Application Form.

On-Farm Quarantine

The following documents are used in this process: (a) Guidelines on the Quarantine of Animals, (b) Veterinary Report, and (c) Certificate of Release from Quarantine.

4.6.5 Documents Analysis

The BAI uses adequate inspection standards, i.e. the OIE manual, and its 'Red Book' or The Standard Operating Procedure of Veterinary Quarantine (SOPVQ). However, according to the BAI, its 'bible' needs updating to reflect existing changes in its operations.

The BAI has replaced the term 'import permit' in its application forms with the more appropriate term 'veterinary quarantine clearance (VQC) to import', although it still appears in its issuances, guidelines and process flows. This practice of having 'multiple names' for documents, and even processes, is common for most agencies in the DA and leads to confusion. It also shows a lack of document control procedures.

4.6.6 Feedback from Industry stakeholders

Importers want to minimize import processing time, especially in the release of live animals from on-farm quarantine.

4.7 Importation of meat and meat products

4.7.1 Overview

While the BAI is responsible for regulating the importation of feeder cattle, both the BAI and NMIS perform quarantine activities on imported meat and meat products – the former for animal health and the latter for meat safety and quality.

The importation of meat and meat products involves ten major steps, namely, (a) Import Risk Analysis (IRA)/ accreditation of exporter, (b) accreditation of importer, (c) issuance of veterinary quarantine clearance (VQC) to import, (d) notification of arrival, (e) inspection of import cargo at port of entry, (f) accreditation of cold storage, (g) meat inspection of cold storage, (h) laboratory analysis, (i) issuance of certificate of meat inspection (COMI) for domestic transport, and (k) issuance of shipping permit. All of these steps or sub-processes are manual except for the following: Step c: issuance of veterinary quarantine clearance (VQC) to import, and Step h: laboratory analysis.

Figures 32 to 34 give a high-level view of the meat and meat products importation process. Attachments G1 to G7 contain sample documents.

Figure 32
Importation of Meat and Meat Products Process Flow 1/3

IMPORTATION OF MEAT AND MEAT PRODUCTS

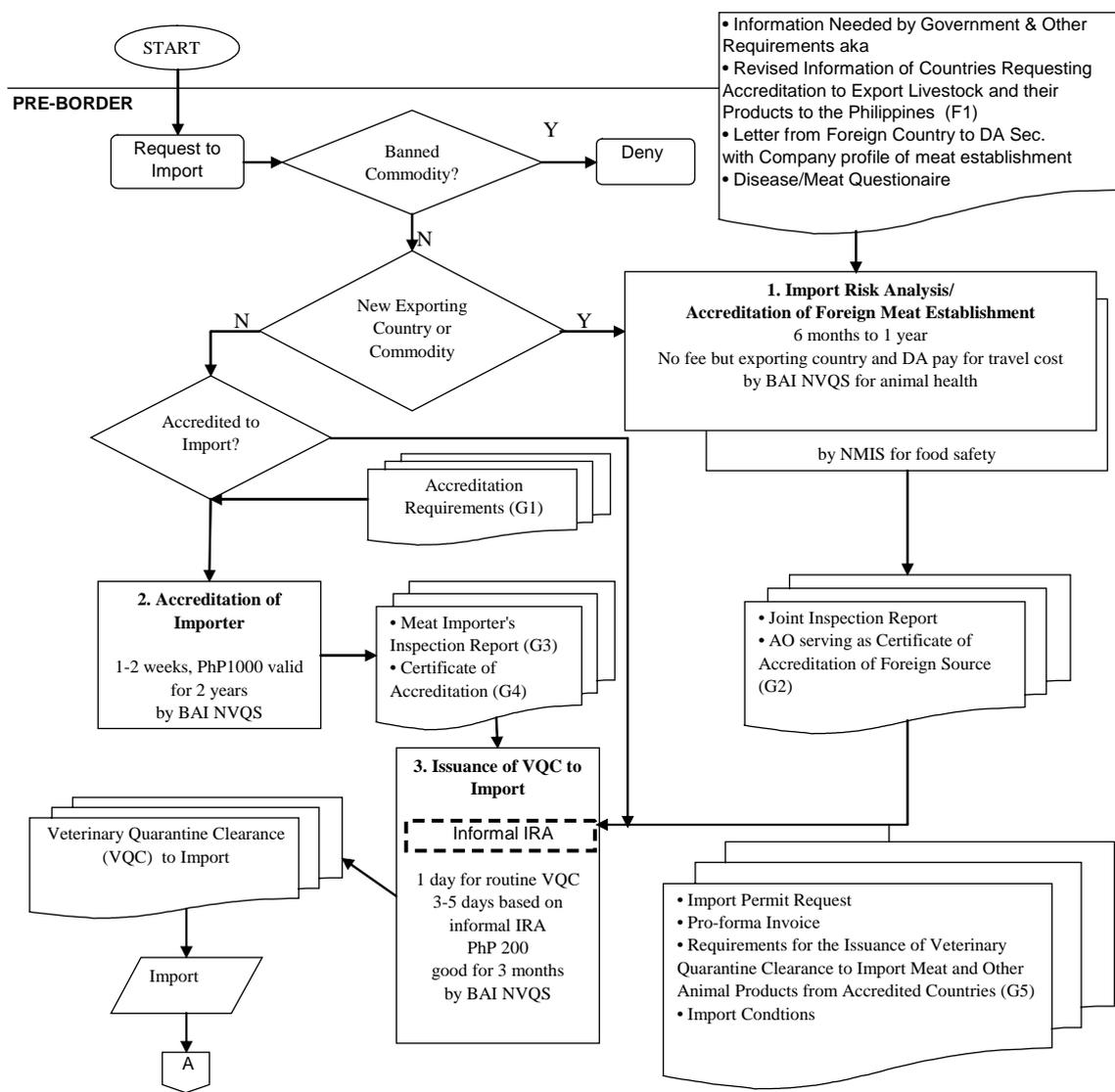


Figure 33
Importation of Meat and Meat Products Process Flow 2/3

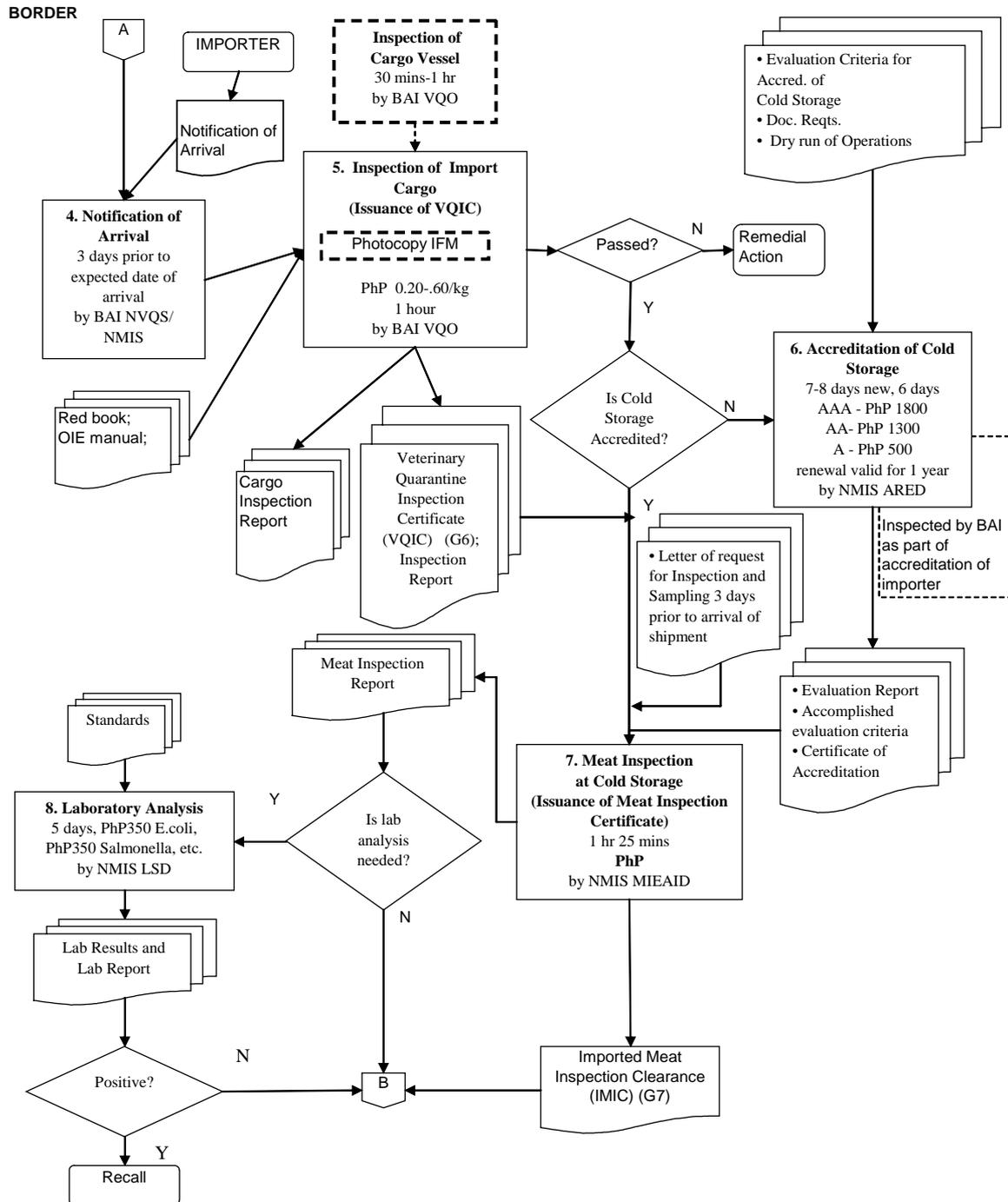
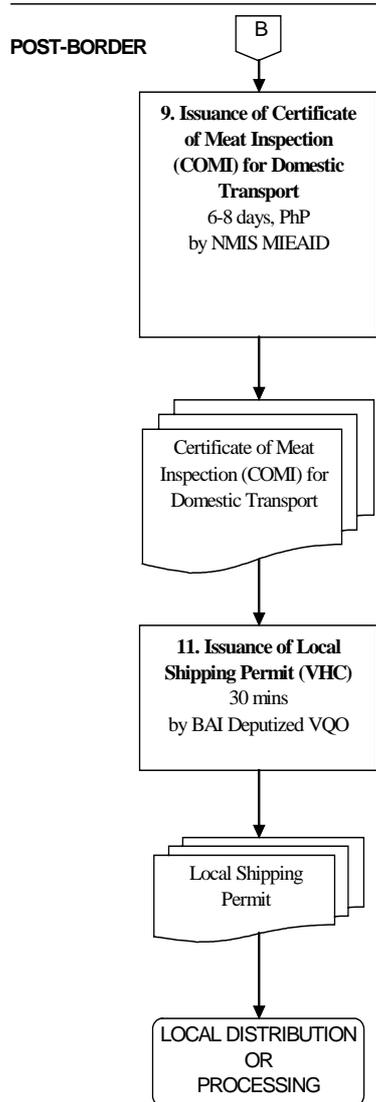


Figure 34
Importation of Meat and Meat Products Process Flow 3/3



4.7.2 The Sub-Processes

Importing meat and meat products may take anywhere from 8 to 28 days, excluding idle time and shipment time, for those successfully passing inspection. For those whose shipments are put on hold, the process takes months. For those whose shipments require an IRA, the process takes at least 6 months to a year or more. Please refer to Tables 8-9 for a breakdown of the processing time for the importation of meat and the inspection of imported meat at cold storage, respectively.

Import Risk Analysis (IRA)/ Accreditation of Exporter

In this process, a meat exporter to the Philippines sends a letter of intent to the DA Secretary with an enclosed comprehensive company profile for evaluation by the DA. The DA, BAI and NMIS, then sends a Disease/Meat questionnaire to the national veterinary administration of the exporting country. Upon receipt of the accomplished questionnaire, the DA, BAI and NMIS, conducts a review and, if approved, will dispatch both the BAI and the NMIS to inspect the foreign source, the former to assess the animal health condition in its farms and the latter to check the food safety condition of its meat establishments. Both agencies inspect the meat inspection system of the country and may accord it either system-wide accreditation, i.e. US, Australia, and Canada, or an accreditation of the meat establishment. If the team decides that the inspected plant is compliant with Philippine and international standards, i.e. CODEX, the DA will issue an AO allowing the exportation of its meat and meat products into the Philippines.

Accreditation of Importer

The BAI is the only agency that accredits importers of animals and animal products and by-products.

In this manual process, the BAI central office receives an application, refers the application to the deputized VQO in the RFU who then conducts an inspection of the importers cold storage facility. The BAI inspects the cold storage facility of traders, processors, or meat establishments (hotels and restaurants) in order to ensure that their cold storage capacity can adequately store the volume of imported meat. The deputized VQO then mails the results of his inspection to the BAI central office which then reviews the documents. Once approved, the BAI central office issues an Importer Accreditation Certificate which it uses as a basis for the issuance of an import permit. The deputized VQO under the said RFU is not notified of the approval of the import permit.

Issuance of Veterinary Quarantine Clearance to Import (VQC/SPS)

Please refer to the importation of livestock for food process.

Obtaining of Notice of Arrival

In this process, the importer sends a notice of arrival to the NMIS informing the agency of the date and time of arrival of a meat shipment. It differs from the sub-process of importing feeder cattle in that the BAI is not notified and no Landing Permit is required for meat imports.

Inspection of Import Cargo at port of entry

Please refer to the importation of livestock for food for a description of how the BAI is notified of the arrival of a shipment at the port of entry.

Prior to quarantine inspection, an importer has to complete customs clearance requirements and payment of fees to the BOC and BIR. However, inspection does not occur immediately after such payment of fees. It can only begin once the

shipment is ready to exit the customs port. When the shipment is ready, both the BOC and the BAI have to secure a 'truck' and take it to the inspection area at the pier where they will inspect the said 'truck' together. Inspection is conducted inside the container van. One to two boxes are sampled per container. The sample is inspected, i.e. one box is sampled and checked for appropriate labels, documents are checked to ensure that the commodity imported and other details, i.e. amount of shipment, match the IVC submitted by the exporting country. The meat is neither taken out of its plastic seal nor out of its box to avoid contamination. Once inspected by the BAI, the container van is delivered to the accredited cold storage of the importer and the whole load is removed from its container van and transferred to cold storage where a final inspection is conducted by the NMIS.

A 3% allowance is given to shipments that exceed their allowed weight. Beyond this allowance, the excess volume is seized, the BAI makes a recommendation to customs for its disposal, and the rest of the shipment is released to cold storage. Prior to its release, the BAI coordinates with the NMIS on the disposal of the seized goods. The disposal is performed by the BOC and witnessed by NMIS and BAI inspectors.

An importer or his broker goes to a deputized collector employed by the VQO to pay for the quarantine and inspection fee of the BAI and the inspection and laboratory examination fee of the NMIS, but only after inspection at the port of entry.

Accreditation of Cold Storage

This process, according to the NMIS, is done to ensure food safety. Only NMIS accredited cold storage facilities are allowed to hold imported and exported meat products. As mentioned earlier, the BAI conducts its own inspection of cold storage facilities as part of its importer accreditation process and not for food safety.

Meat Inspection at Cold Storage

The purpose of this process is to inspect meat for food safety and quality prior to release from cold storage. This process allows the imported commodity to be inspected by the NMIS prior to its release from cold storage. .

According to the NMIS, upon transfer of the shipment to the NMIS-accredited cold storage facility, the following documents are submitted by the broker/importer: (a) Original VQC issued by the BAI to the importer, (b) Original Certificate of Wholesomeness issued by the Veterinary Administration of the exporting country, (c) Bill of Lading (photocopied), (d) Sales Invoice (photocopied), and (e) Veterinary Quarantine Inspection Certificate (VQIC) issued by the BAI to the importer/broker (original). These documents are checked and verified by the assigned Meat Inspection Officer at the commercial cold storage facility. In case of shipments being brought directly to meat processing plants with built-in cold storages, the Meat Inspection Officer assigned there will also check the documents. Inspection is done during regular office hours. Shipments that arrive beyond 5 pm are left in cold storage and inspected the next day, but still within the 24 hour duration prescribed under AO26 s 2005.

According to the NMIS, imported meat is released prior to the release of lab results as provided for in the DA AO 39, Series of 2000, signed and approved by then

Sec. Edgardo J. Angara, “Revised Guidelines, Rules and Regulations on the Importation of Meat and Meat Products”. Three days are given to the NMIS to issue the Imported Meat Inspection Clearance (IMIC). Mandatory recall is warranted if lab analysis shows that the meat is not compliant with Philippine standards. Under the new law, the “Meat Inspection Code of the Philippines”, as stated in its IRR, meat and meat products found to be filthy and contaminated during examination are subject to recall.

According to the NMIS, the following rules provide instruction on the recall process:

1. Rule 45.3., which provides that “Meat Establishments shall have adequate systems that enable the tracing, and/or recall of the product from the food chain. The NMIS shall verify that tracing and/or recall systems are adequate,
2. Rule 45.4, which states that “In case of a recall, communication with consumers and interested parties shall be undertaken where appropriate, and
3. Rule 45.5, which states that “Where a recall of meat and meat product is necessary, the NMIS shall verify that the establishment and/or trader has taken steps necessary to ensure that all affected products or potentially affected products are included in the recall.

Imported meat is temporarily held at NMIS-accredited cold storage facilities for inspection and collection of samples for lab analysis. While unloading from the container van to a cold storage facility, a random sample of 13 boxes is collected. As explained by the NMIS, sample collection takes long because 13 boxes have to be removed from a 40 footer container van containing 825 to 1,200 boxes. The NMIS brings the samples to an air conditioned cutting room, set at chilling temperature, located in the vicinity of the cold storage facility. Once in the cutting room, 500 grams of meat is cut per box. The NMIS explained that during cutting, its inspectors observe aseptic precautions. They use gloves and disinfectant, and disinfect the cutting blade and cutting machine platform and replace the gloves after each cutting of sample to prevent cross contamination. The NMIS inspectors also ensure that they do not spill contaminants on the floor and the cutting table. According to the NMIS, all precautionary measures are observed to ensure that meat is not contaminated. The entire process takes one hour per box weighing 12-25 kilos, with 1 assistant and using a machine cutter.

Confiscated meat is destroyed through the following means, (a) by rendering at a high temperature to kill the microorganisms and other contaminants, or (b) by burying and application of disinfectants/chemicals before covering the disposal area to avoid having scavengers salvage the condemned products.

This is the last border control process for meat and meat products. Imported meat that passes inspection is released to the importer.

Laboratory Analysis

Presently, the meat inspection process allows for the release of imported meat immediately after ocular inspection and pending lab results, on the condition that the imported meat will be recalled if the lab results are positive. However, a new issuance,

soon to take effect, will require the release of imported meat only after the lab results are released, thus extending the current meat inspection process by five to nine days.

Laboratory analysis for meat may involve one, or a combination, of the following tests: (a) microbiology, (b) product evaluation, (c) chemistry, (d) parasitology, (f) biotechnology, (g) residue, and (h) pathology. The microbiology and biotechnology tests take the longest at 3-5 days for the former and 2 days for the latter

Issuance of Certificate of Meat Inspection (COMI) for Domestic Transport

A certificate of meat inspection is issued by the NMIS to allow the domestic transport of meat from the cold storage facility to the processing plant or other meat establishments. According to the NMIS, this manual process is performed to establish traceability of imported meat sold in supermarkets.

Issuance of Veterinary Health Certificate (VHC) or Shipping Permit

A shipping permit is issued by the BAI for imported meat that is shipped across domestic borders, specifically to the Visayas and Mindanao and other FMD-free areas.

4.6.3 Process Analysis

The BAI and NMIS have converging and intersecting processes in the accreditation and inspection of meat establishments, in the inspection of meat and meat product imports, and in the regulation of the domestic transport of meat – the former for the control of animal disease and the latter to ensure food safety. However, both agencies continue to closely coordinate in streamlining processes to avoid functional overlaps, as in the case of their joint process improvement in the issuance of the Veterinary Quarantine Clearance/Meat Inspection Certificate (VQC/MILC), an inspection document required specifically for the release of imported meat and meat products from the quarantine border. This close coordination is commendable considering that, for function-driven organizations, business processes are often optimized for a specific agency at the expense of others. Perhaps both agencies would be willing to take the next bold step and consider a more process-driven approach to change, which typically involves a reassessment of whether, at these points of intersection and convergence, there are too many people doing an activity that could be better done by one person.

The BAI is no different from the BPI in its lack of a food safety mandate. With only the NMIS to fill the void for meat, a gap exists in ensuring food safety in other agri-food commodities, i.e. raw egg.

Table 8
Importation of Meat and Meat Products (BAI)

Responsibility Center	Time	Process
Importer	2-7 days	Submission of Application and Requirements
NVQS	(10 mins- 1 hr)	Evaluation of Application
NVQS	(10 mins – automated)	Preparation of VQC
(BAI ED or DA Sec – authorized BA ED) Or Chief NVQS and Asst Dir	24 hours (batched)	Approval of VQC
Importer to NMIS	3 days before	Submission of Notice of Arrival
NVQS with BOC	1-2 days customs	Arrival, Verification of Document
NVQS with BOC	30 mins	Inspection (organoleptic)
NVQS	1 hr - 2 days	unsatisfactory Hold
NVQS	months	Confiscate or Reexport
Importer/NVQS	30 mins	Payment of Quarantine Inspection Fees/Issuance of Quarantine Clearance
BOC	3 hrs – 1 week	Customs Processing
NVQS/BOC/Importer	30 mins – 1 hour (truck mounted)	Release/transfer to importers warehouse or cold storage
NMIS	3 days (AO 39) (5-9 days if new regulation is implemented)	Inspection/Examination
NMIS		Release of Meat and Meat Products

Table 9
Inspection of Imported Meat and Meat Products

Responsibility Center	Time	Process
NMIS	3 days before	Receive Request for Inspection
NMIS Collecting Officer, Pier	5 mins.	Pay Inspection Fee
Meat Plant Officer, Cold Storage	30 mins-1 hour	Check Documents
Meat Plant Officer, Cold Storage	1 – 2 hours	Conduct Inspection and Collect Lab Samples
Meat Plant Officer, Cold Storage	3 days	Issue IMIC
Laboratory	5-9	lab analysis
Laboratory, NMIS	1 day	release of lab result
NMIS	1 day – months	Recall if lab results are positive

Source: Service Guide, Steps in Availing of Imported Meat and Meat Products

Inspection of Import Cargo at port of entry

The manner of inspecting meat imports varies greatly from the inspection done for live animals, i.e. live animals undergo organoleptic inspection at a holding pen while meat is inspected in a cargo truck.

As with the inspection of livestock, the detection and inspection of imported meat at the port of entry is hampered by the unavailability of shipping cargo information. Please refer to the importation of livestock for food for more comments.

Laboratory Analysis

The laboratory analysis process is a potential bottleneck. It occurs in all meat inspection processes, usually taking five to nine days. It provides scientific and quantitative evidence of food safety and is oftentimes used to settle legal disputes and gain market access.

According to the NMIS, there is a plan to establish a database of foreign meat establishments (FME) in good standing (by commodity), thereby allowing FMEs in good standing to forego lab analysis and reducing the duration of the inspection to merely a day. Those not in good standing will be subject to regular inspection. This plan is a step in the right direction. Hopefully, the criteria for being in 'good standing' are attainable.

Issuance of Certificate of Meat Inspection (COMI) for Domestic Transport

Trace back systems are data intensive and require some form of automation, not just for the NMIS but for the importers as well. There is a high incidence of failure if the process is too burdensome that the stakeholders are unable to keep accurate and timely records.

Please refer to the importation of livestock for food for specific comments on the following sub-processes, namely, (a) Import Risk Analysis (IRA)/ Accreditation of Exporter, (b) Accreditation of Importer, (c) Issuance of Veterinary Quarantine Clearance to Import, and (d) Obtaining of Notice of Arrival.

4.7.4 Reference Documents

Import Risk Analysis (IRA)/ Accreditation of Exporter

The NMIS uses its Evaluation/Accreditation Criteria for local and foreign meat plants in accordance with the CODEX Alimentarius, while the BAI uses the OIE standards. The following documents are also used as reference, (a) Information needed by the Government of the Philippines for the Conduct of Import Risk Analysis, and (b) Revised Information of Countries Requesting Accreditation to Export Livestock and their Products to the Philippines.

Accreditation of Importer

The BAI uses the following documents as reference materials in this process: (a) Certificate of Accreditation, and (b) an unnamed document referred to as a Meat Importer's Inspection Report.

Accreditation of Cold Storage

The reference documents are used for this process: (a) Evaluation Criteria for the Accreditation of Cold Storage, and (b) List of Requirements, and Procedures for the Dry-Run of Operations.

Meat Inspection at Cold Storage

The following documents are used for this process: (a) Service Guide: Inspection of Imported Meat and Meat Product, (b) Flow chart on the Inspection of Imported Meat and Meat Products, (c) Field Inspection and Sampling Report of Imported Meat / Meat Products, (d) Service Guide: Laboratory Service, (e) Laboratory Process Flow of Samples, (f) Imported Meat Inspection Clearance (IMIC), (g) CODEX Alimentarius, and (h) AO 39, Series of 2000, “Revised Guidelines, Rules and Regulations on the Importation of Meat and Meat Products”.

The following sub-processes use similar documents as that for the importation of feeder cattle: (a) Issuance of Veterinary Quarantine Clearance to Import, (b) Obtaining of Notice of Arrival, except Landing Permit, and (c) Inspection of Import Cargo at port of entry. More reference documents are specified in Figures 31-33.

4.7.5 Document Analysis

The NMIS has adequate documentation of its protocol and procedures in evaluating the various storage and transport facilities involved in the food supply chain. However, its inspection bible, the “green book”, is not updated. In spite of this, they are able to rely on their training and experience in performing their work.

Please refer to the importation of livestock for food for more comments.

4.7.6 Feedback from Industry Stakeholders

Meat importers expressed concern about the ‘unsanitary conditions’ when samples are taken for lab analysis at the border inspection site as this may be a source of contamination for food deemed “fit for human consumption” at the foreign source. According to the NMIS, however, the sampling is done with ‘utmost precaution to the sanitary conditions of the imported meat’.

Meat importers want a compliance program that would minimize import processing time for those with good compliance histories. Presently, everyone is considered high-risk and has to suffer through the laundry list of regulations imposed on them.

4.8 Domestic meat production

4.8.1 Overview

The domestic meat production process involves nine major steps, namely, (a) registration and accreditation of transport carrier and licensing of handler, (b) issuance of veterinary health certificate (VHC) or shipping permit, (c) accreditation of transport carrier and handler, (d) accreditation of abattoir, (e) ante-mortem inspection, (f) post-mortem inspection, (g) accreditation of meat delivery van, (h) issuance of shipping permit, and (i) accreditation of processing plant.

Figures 35 to 38 give a high-level view of the domestic meat production process. Attachment H1 contains a sample document of the shipping permit.

Figure 35
Meat Production Process Flow 1/4

MEAT PRODUCTION

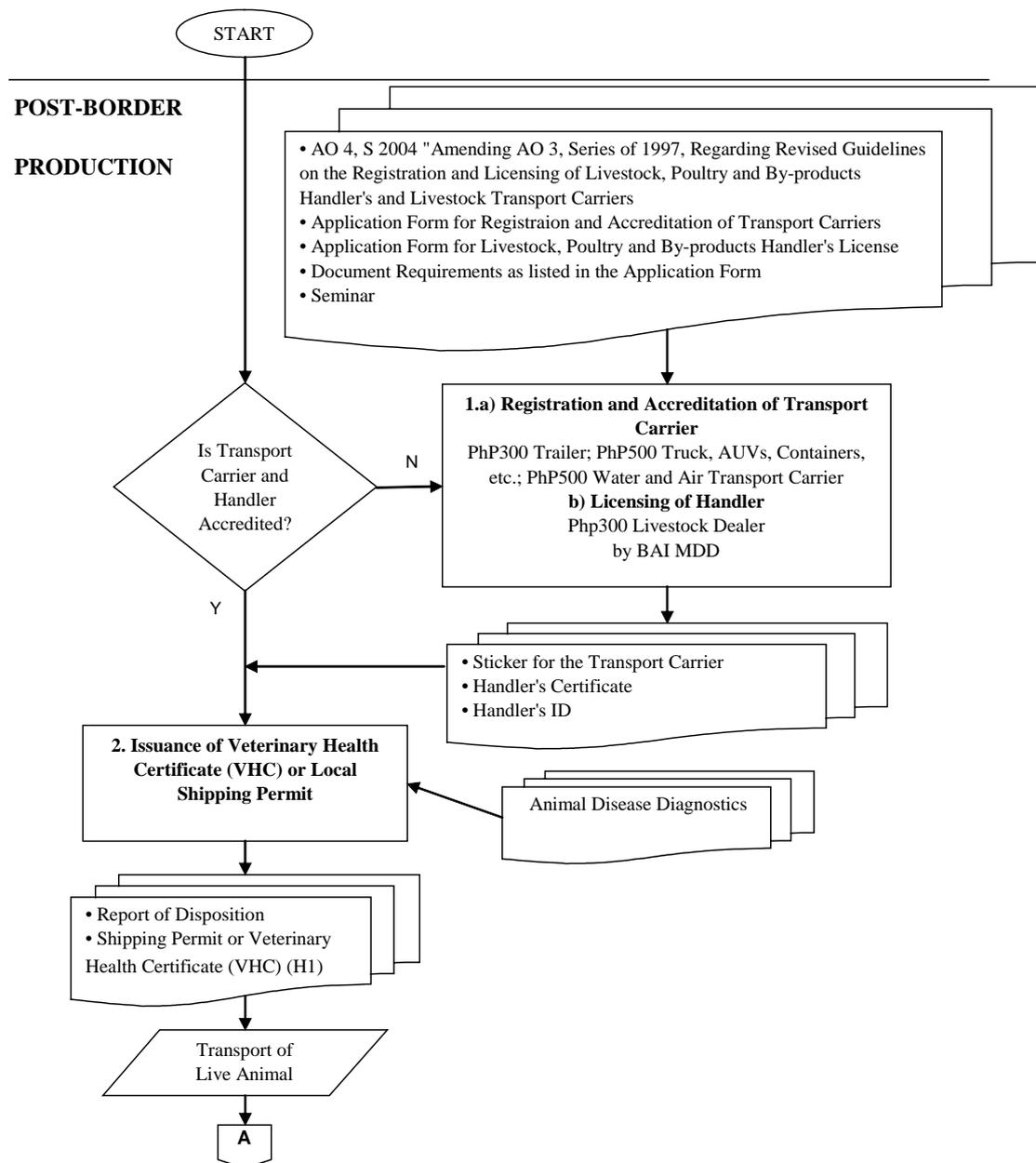


Figure 36
Meat Production Process Flow 2/4

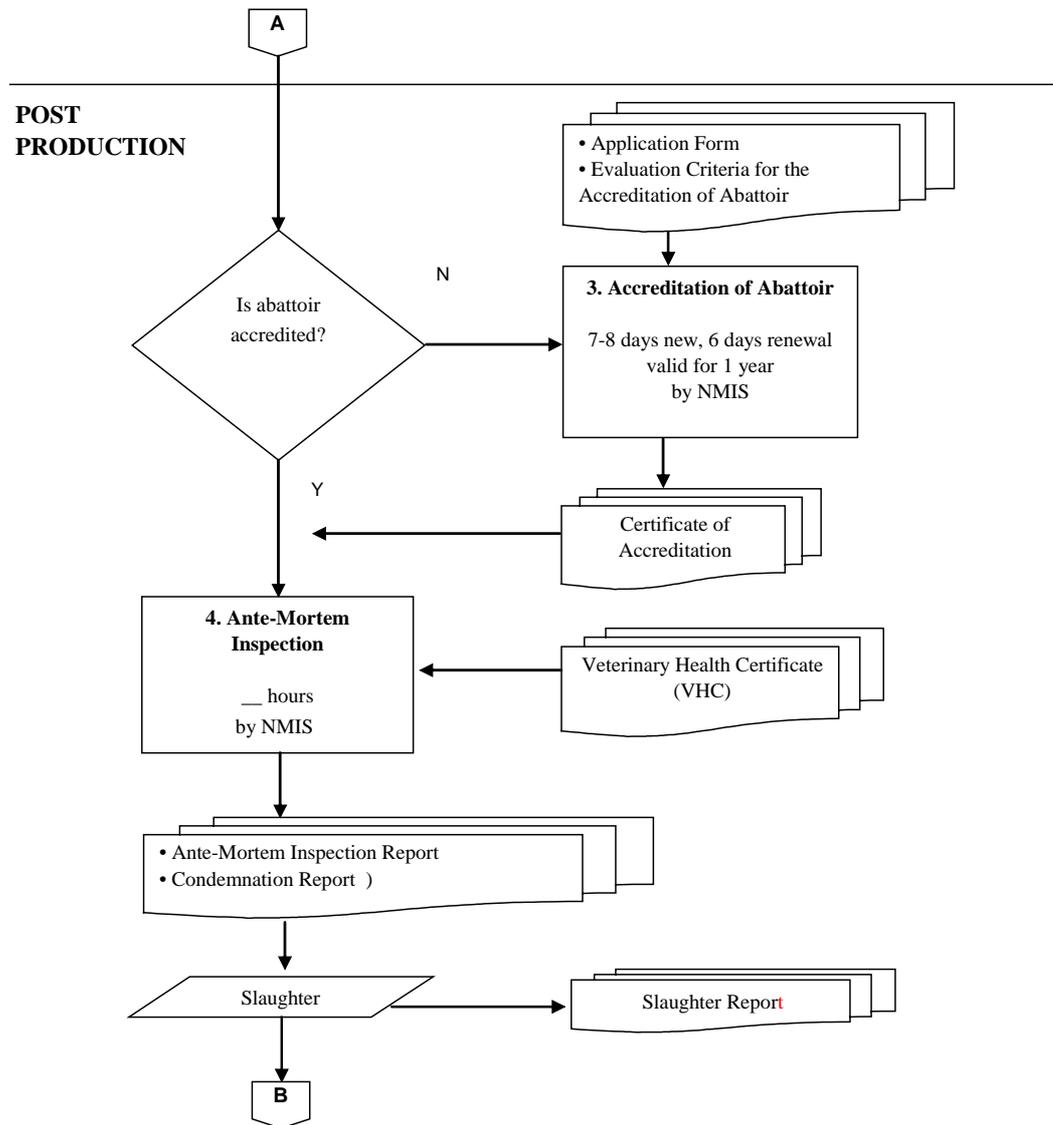


Figure 37
Meat Production Process Flow 3/4

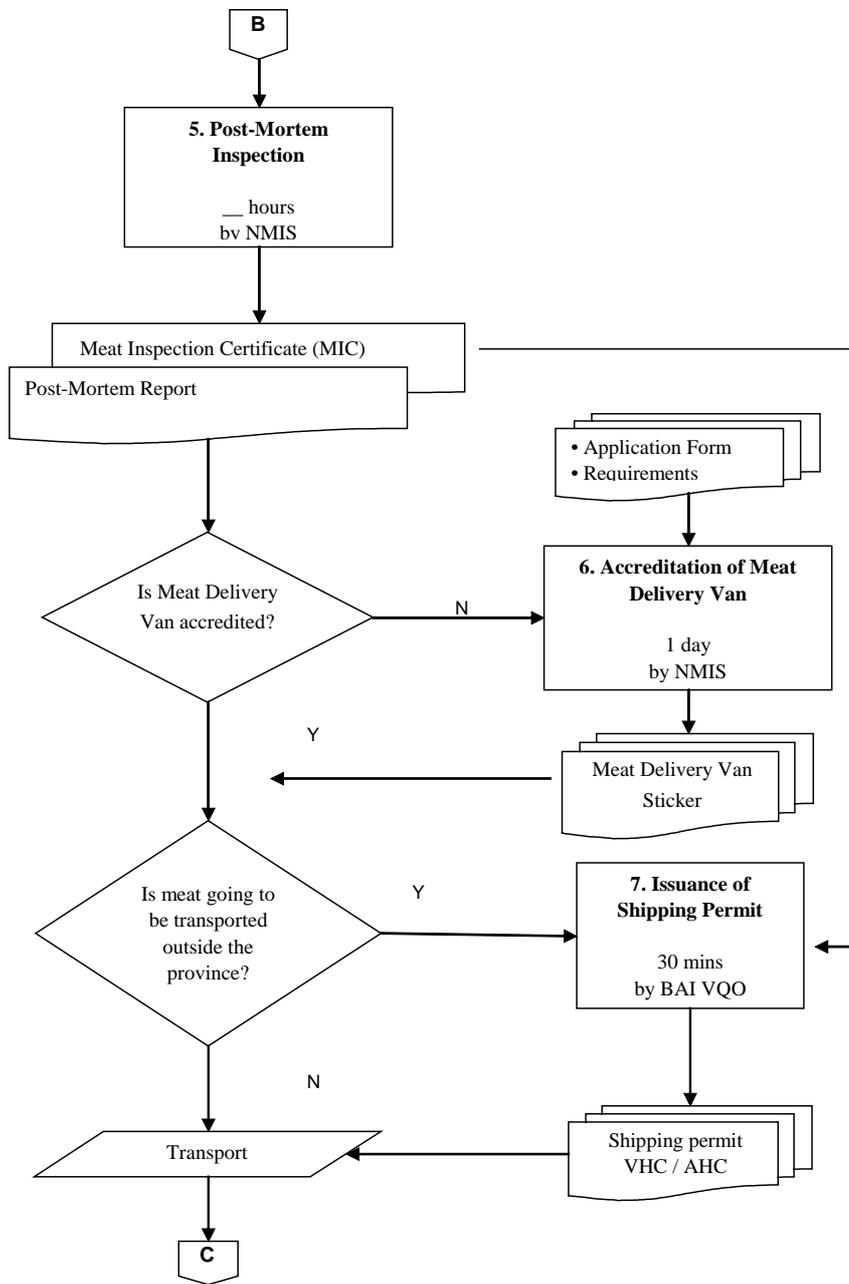
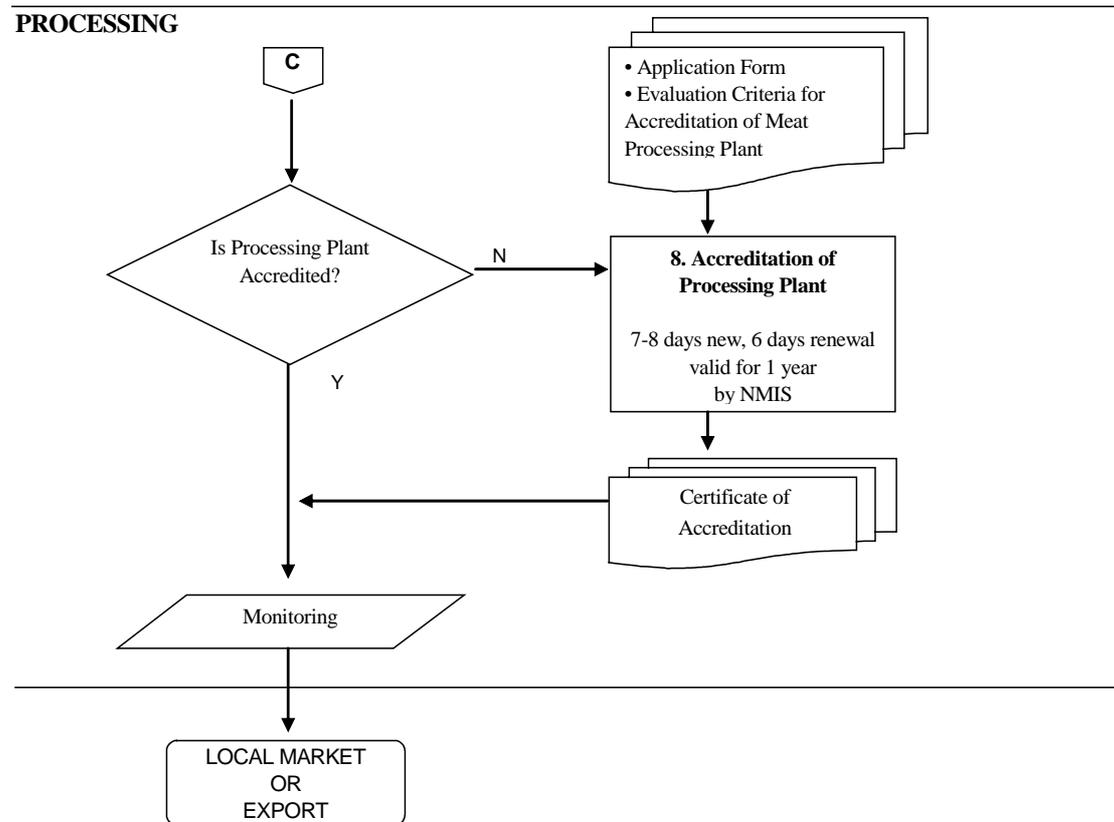


Figure 38
Meat Production Process Flow 4/4



4.8.2 *The Sub-Processes*

Accreditation of transport carrier and licensing of handler

The purpose of this process is defined in AO 8, S 2004, which was issued in compliance with the FMD eradication program. The AO stated this purpose as “to properly register and license all livestock, poultry and its by-products handler and accreditation of livestock transport vehicles and vessels in the Philippines with the end of view of maintaining disease-free areas and achieving safe, clean and orderly handling of commodities through various stages of marketing and distribution channels.”

A half-day seminar is conducted monthly on the proper and safe handling of live animals and a certificate of accreditation is issued after the session, provided all documentary requirements are complete. According to the BAI, this is necessary, to educate the handlers on the following: (a) the Animal Welfare Code which requires the humane treatment of animals, (b) the control of animal diseases to ensure that FMD and other diseases are not spread during transport, (c) the identification of endangered animals, and (d) regulations of other government agencies on the transport of live animals, i.e. DENR.

Issuance of the veterinary health certificate (VHC) or shipping permit

This process is used for the transport of all animals, animal products and by-products across domestic quarantine borders. It is also used to keep track of animals shipped or transported from FMD-infested to FMD-free areas.

Accreditation of Abattoir

The NMIS accredits an abattoir using a detailed evaluation checklist. This process is done as part of the food safety protocol for post-production control points in the food supply chain.

Ante-mortem Inspection and Post-mortem Inspection

According to the NMIS, these processes are conducted to ensure that the animal is disease-free before and after slaughter. Detailed records are kept by the NMIS to ensure the traceability of meat at the slaughterhouse.

After post-mortem inspection, the NMIS issues a meat inspection certificate (MIC), if a slaughtered animal is “fit for human consumption”. The MIC is used by the NMIS for traceability of domestic meat and meat products, including foreign processed meat products, at the post-production and processing control points of the food supply chain. The NMIS still monitors and issues MIC to ‘AA’ and ‘AAA’ meat establishments but devolved the ‘A’ monitoring to LGUs. The MIC specifies the number of carcasses inspected.

From the slaughterhouse, the carcasses are brought by the meat dealer to the wet markets for post abattoir inspection. This serves as a deterrent to the selling of “hot meat.”

If the meat is going to be transported across domestic borders, a shipping permit is then issued by the BAI based on the MIC, not on the inspection of the meat.

Accreditation of Meat Delivery Van and Accreditation of Processing Plant

According to NMIS, in this process, owners of meat delivery vans are instructed on proper hygiene prior to accreditation. This is done to ensure food quality and safety in the transport/delivery of meat and meat products. The process is manual, although the MS Word or Excel program is used to generate reports.

Processing plants are accredited separately by the NMIS and the BAI, the former for meat safety and the latter to inspect for FMD, specifically for shipments from Luzon to the Visayas and Mindanao.

4.8.3 *Process Analysis*

Issuance of the veterinary health certificate (VHC) or shipping permit

This process is a valiant attempt at establishing a trace back system for live animals and animal products to control the spread of animal disease. However, it seems fraught with problems resulting in the inaccuracy of VHC data.

First, according to the BAI, the VHC, in its current form, cannot be used for traceability, as intended, because the document lacks sufficient data.

Second, except for inter-island borders such as those from FMD-endemic to FMD-free areas, it is not strictly enforced. For example, some farmers do not get a VHC because not all slaughterhouses check for VHC. Passengers carrying quarantine items are not consistently detained at domestic ports of entry. A person can pass through customs inspection at the Manila domestic airport carrying a bag of beef tapa from Cebu without being asked to present a VHC.

Third, there is a lack of quarantine officers, or their deputized quarantine officers, who can issue VHCs at the municipal level. The issuance of a VHC for inter-municipal transport is a new procedure created by the FMD Task Force to eradicate the disease in mainland Luzon and other island provinces of Luzon. However, it has only been implemented in a few regions, i.e. Region 3, and these regions may not have a veterinarian in all their municipalities.

Fourth, although it is supposed to be a health clearance, the VHC does not even state that the animals were cleared from disease but, rather, that the animals ‘have yet to be quarantined at their destination’.

Accreditation of Meat Delivery Van, Accreditation of Processing Plant, and Accreditation of Abattoir

These accreditation processes are not based on risk. A compliance program, once established, should reduce the frequency of accrediting compliant clients.

Ante-mortem Inspection and Post-mortem Inspection

The inspection and traceability procedures of the NMIS seem well-established. However, the absence of risk-based inspection may not put the inspector at the place most in need of inspecting.

The process of issuing a shipping permit based on the MIC seems a redundant step. The BAI may want to consider foregoing the issuance of a shipping permit for meat that has been issued an MIC and use the MIC in its place.

4.8.4 *Reference Documents*

The following documents are used as references in the accreditation of a meat delivery van: (a) Service Guide: Accreditation of Meat Plants and Meat Delivery Van, (b)

Flowchart for the Accreditation of Meat Delivery Van, and (c) Information Sheet Required for the Accreditation of Meat Conveyance.

Other documents used in the meat production process are found in Figures 34-37.

4.8.5 Documents Analysis

The documents used in meat production are mostly for establishing a trace back system. In such cases, unless technology is used to aid in the capture of data, i.e. bar coding, the trace back system will ‘fall on its knees’ with the sheer weight and volume of data it is trying to track.

4.8.6 Feedback from Industry Stakeholders

Meat establishments complained that they have to seek two accreditations for their processing plants, one with the BAI and the other with the NMIS. They want a single accreditation with shortened processing time

4.9 Export of meat and meat products

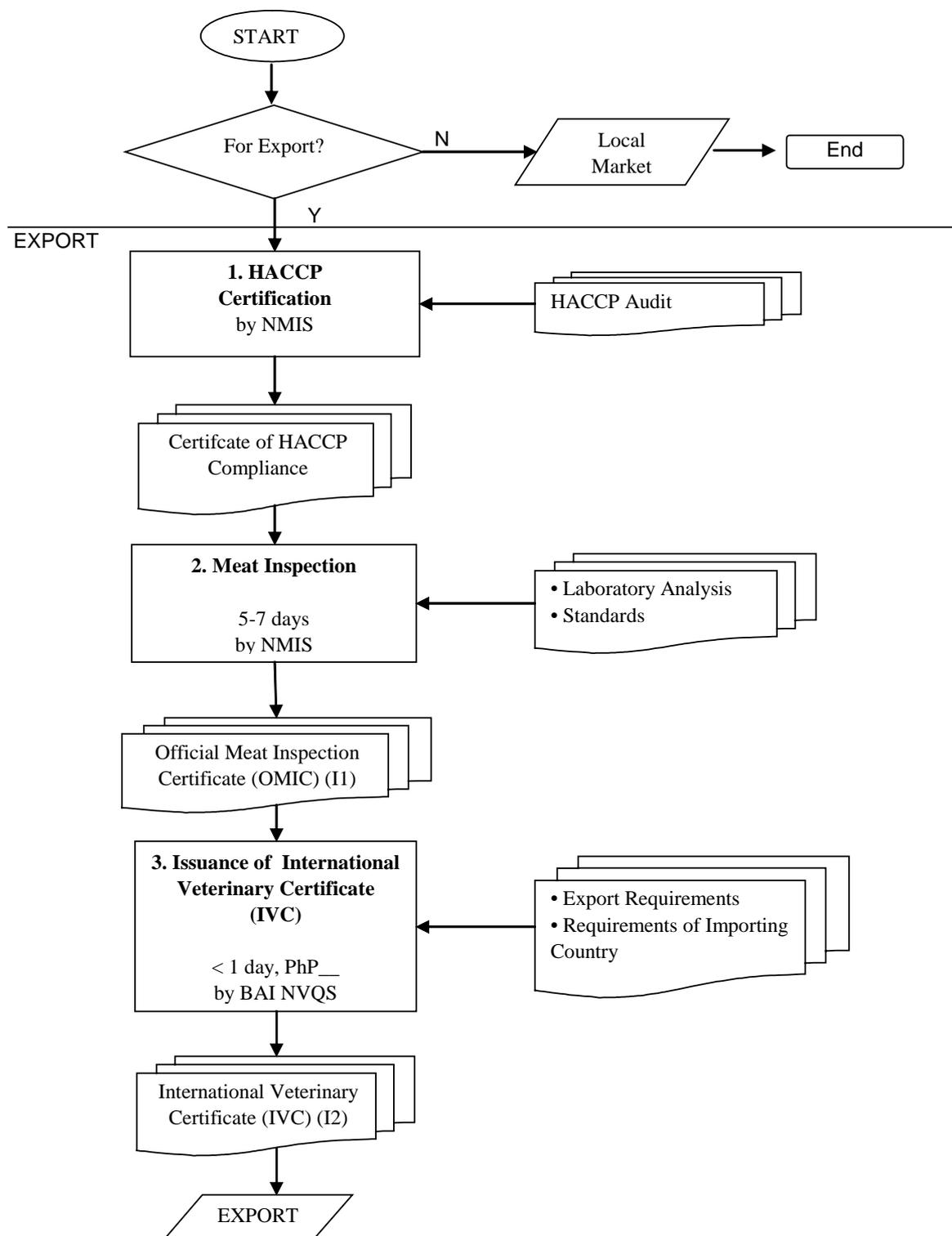
4.9.1 Overview

The export of meat and meat products involves three major steps, namely, (a) HACCAP certification, (b) meat inspection, and (c) issuance of international veterinary certificate (IVC)

Figure 39 gives a high-level view of the meat and meat products export process. Attachments I1 and I2 contain sample documents.

Figure 39
Export Meat Process Flow

EXPORT OF MEAT PRODUCTS



4.9.2 *The Sub-Processes*

HACCP certification

Hazard Analysis Critical Control Point (HACCP) certification is a requirement for export and an incentive for domestic meat processors. This process involves an audit of the HACCP system of a meat establishment. According to the NMIS, all 'AAA' meat establishments are now HACCP certified and its goal is to have all 'AA' meat establishments HACCP certified as well.

Meat Inspection

Meat inspection is performed by the NMIS to ensure food safety prior to export. It involves lab analysis and organoleptic inspection. Once the meat is deemed "fit for human consumption", the NMIS issues an Official Meat Inspection Certificate (OMIC).

Issuance of International Veterinary Certificate (IVC)

The issuance of an export permit is based on the commodity type. An International Veterinary Certificate (IVC) is issued for meat and meat products.

The issuance of an export permit is an SPS requirement with guidelines provided by the OIE. According to the BAI, the requirements of an importing country are indicated in its import permit. The export requirements include a laboratory examination of animals from the source farm, information on the disease situation in the farm, its animal health program, management practices, quarantine sites, and permits and licenses from other government agencies, i.e. the OMIC, processing plant, handling, storage and transport accreditations, and the NMIS lab report.

An IVC issued by the BAI should have prior approval of the importing country as to its compliance with the requirements indicated in its import permit or VQC to import and the signatures of all officials approving the permit.

4.9.3 *Process Analysis*

HACCP certification

The NMIS has a well established HACCP certification process as well as an attractive campaign in promoting HACCP compliance through its Hall of Fame program. However, it implements the HACCP program, it also conducts HACCP audits which may be more appropriately performed by a third-party auditor.

Moreover, the validity of HACCP accreditation cannot be extended even for those in good standing. Perhaps once the NMIS has established its compliance program for foreign meat establishments it can include HACCP certification as well.

Meat Inspection

The NMIS is aware that the Industry does not understand the need for a lab analysis, despite the fact that, although it takes long, it is a requirement of the importing

country and if there is a problem with the lab results, lab analysis will have to be repeated. Thus, it is a step in the right direction for them to pursue their plan to establish a compliance program that will shorten the meat inspection process for compliant clients.

Issuance of International Veterinary Certificate (IVC)

According to the BAI, new exporters have difficulty completing their requirements, specifically in determining the export conditions of the Philippines. Thus, export conditions database would assist these exporters in knowing the requirements of an importing country with respect to Philippine exports.

4.9.4 Reference Documents

The documents used in the export of meat are listed in Figure 39.

4.9.5 Documents Analysis

The documents used in the export of meat have well established procedures and protocols. However, some documents are not updated, i.e. the meat inspection manual or “green book”. Thus, further improvement is suggested in the area of document maintenance.

4.9.6 Feedback from Industry Stakeholders

Exporters complain that there are too many regulations for meat and that the cost of compliance is high. For example, a meat product exporter complained that ‘he had to pay for (a) his accreditation as an exporter, (b) the inspection of his facility, (c) the registration of his product (with BFAD), and (d) an export permit per shipment.

Exporters share the same concern that meat importers have about the ‘lack of consideration’ given to compliant exporters who have to go through the same export requirements as new exporters and those with poor compliance histories.

5. An Assessment of the DA’s SPS Business Process

An analysis of DA’s SPS administration has revealed the following:

- 1. Lack of continuity across the SPS components, namely: development, enforcement, and information dissemination.*** In the SPS process, there should be continuity from one element to the other. However, in the DA SPS administration, there are apparent disconnects between SPS development and SPS enforcement. The BAFPS has developed a number of product standards and while it has the mandate to enforce these, it generally leaves enforcement to the regulatory agency concerned with the product. However, there are cases when a concerned agency does not adopt the regulation that will enforce the standard, thus leaving standard compliance voluntary on the part of establishments. For example, the BAFPS has standards for Maximum Residue Limits (MRL) of pesticides on a number of fresh food products, such as apple, okra, etc. A unit of the BPI, the NPAL monitors compliance to the MRL but, having no regulatory mandate, cannot enforce such standards or sieze breaches. The BPI’s PQS , for its

part, does not use the said standards in screening imports of said products. This discontinuity in the SPS process for MRLs is a significant food safety issue.

Moreover, the standards developed by both agencies go beyond ensuring product safety, an SPS objective, to include promoting product quality which is not an SPS concern and is by nature voluntary. Thus, the agencies tasked with SPS enforcement are unable to use these standards to impose mandatory product safety compliance.

2. ***There are gaps in the distribution of SPS responsibilities.*** There is no agency that enforces food safety measures for plant-based products. The PQS is focused on plant protection while the NPAL has no enforcement mandate. Thus, for example, there is no testing for aflatoxin in imported peanuts and other raw, primary- and secondary-processed plant-based food products. Meanwhile, the PCA tests for aflatoxin in desiccated coconut for export and the BAI tests for aflatoxin in feeds and animals. This gives rise to the situation where the country's trading partners and animals are safe from eating aflatoxin-infested food while our own human population is not.
3. ***Multiple SPS enforcement processes exist for some commodities and entities.*** The BAI and NMIS each have an accreditation process for meat establishments, with the bases for accreditation differing in terms of SPS objective: animal health for BAI and food safety for NMIS. Moreover, both the BAI and NMIS perform post-slaughter inspection. The BAI inspects the livestock after they leave the slaughterhouse while NMIS performs post-mortem inspection of the livestock after slaughtering. Similar to the accreditation process, they differ in area of concern. Meanwhile, the BPI and the BAI issue separate import permits for certain products, like small animals that can be plant pests such as exotic birds, and plant-based feed ingredients.
4. ***The DA's laboratory analysis capability is inadequate.*** The lab analysis process is vital in SPS enforcement since it occurs in all inspection processes and is potentially the longest process apart from risk analysis. It is also one of the few quantitative and science-based tools that can be employed by government in ensuring compliance with SPS measures. An inadequacy in this process adversely impacts all our stakeholders, from the quarantine officer who needs it as an effective tool in detecting potentially life threatening diseases, to the importer, the exporter or the domestic trader who needs immediate and credible lab results for a product to gain market access, to the consumer who needs to be assured of food quality and safety.

The lab analysis process is impeded by government's apparent inability to maintain its laboratory facilities, equipment, and supplies. Delays in the process could be caused by the break down of equipment, unavailability of lab supplies like reagents, and even electrical outages. Government's inability to access new technologies for testing may likewise undermine the process outcomes.

Despite these limitations, the agencies are able to find creative solutions in mitigating delays, as in the case of laboratories that accept needed supplies in lieu of cash payment.

5. ***Formal Operational Risk Management is not practiced.*** Risk profiling for operational risk management is not based on formal data. Instead, it is done by SPS enforcers using individual experience as basis. At the very least, this does not lend to a standard, science-based risk profiling as some officers will obviously be less efficient than others.

One possible source of data that can be used for risk profiling is quarantine data collected through inspection reports. However, these have not been used for such purpose mainly because there are limitations in said data and because the agencies are not familiar with the methodologies of risk profiling.

A common theme in the accreditation and inspection processes is the absence of a risk-based approach in ensuring compliance. Presently, everyone is considered high-risk, non-compliant, and in need of strict regulation. This places a great burden on a process and its resources. If a determination of risk is made, and the low-risk elements could no longer be made to go through the entire inspection process, this would free up resources and, perhaps, increase the detection of violations. Ironically, if the incentive for compliance is attractive enough, i.e. shortened inspection time, waiver of routine lab analysis in favor of random audits, longer validity of accreditation, and less cost, it may outweigh the desire for non-compliance and, eventually, reduce the incidence of violations.

6. ***Risk analysis processes are not developed.*** Agencies are united in their view that risk analysis is a scientific process and that scientific inputs ought to be used in assessing risk. They also believe that risk analysis should be consultative, open, and transparent. However, they are aware that their risk analysis processes are not fully formalized and are concerned that their process may not yet be at par with that of other countries.

The agencies currently use the guidelines on risk analysis provided by their respective international standards setting organizations (CODEX, OIE, IPPC). Nonetheless, they expressed the need for assistance in formulating Risk Analysis Handbooks to standardize and document their risk analysis processes, thereby formalizing these. The BPI, for instance, is required by the IPPC to come up with its own Pest Risk Analysis Handbook. This lack of a standardized process leaves room for political interference as well as the inclusion of non-SPS considerations in risk analysis. It also burdens applicants for import permits for non-traditional products or markets with long waiting times, sometimes without resolution in sight.

Both the IRA and PRA processes, for the BAI and BPI, respectively, have generic components, differing only in the source of risk -- whether pest or disease, and may be streamlined and harmonized into a single risk analysis process, with a common 'bible' or Risk Analysis Handbook, and, to address the difference, separate compendia and/or databases for animal diseases and plant pests.

7. ***Pre-border strategies differ across agencies.*** The agencies differ in their understanding of the SPS and TBT agreements for pre-border quarantine operations. The BPI considers pre-inspection a violation of the TBT agreement

and, therefore, does not perform this task. The BAI does pre-inspection but on an ad hoc basis and as part of the foreign meat establishment accreditation process.

8. ***The DA's capability to assess effectiveness of border quarantine operations is limited.*** The BAI and BPI have inadequate management information from which to assess the effectiveness of their border quarantine operations. Data on pest and disease interceptions exist in most agencies but are stored in disconnected manual and IT systems, thus making analysis difficult. Moreover, the agencies are hard pressed in determining leakage rates due to the absence of systematic data collection procedures. Other data to determine effectiveness are not compiled or are not consistent across modes and points of entry.
9. ***Leaky border due to inconsistent and inefficient border processes.*** BAI and BPI Quarantine officers (QOs) acknowledge that they are unable to effectively control border leakages due to poor notification of arrivals of cargo shipments. With no electronic access to the BOC system and no copy of the inward foreign manifest (IFM) from the shipping lines and airlines, the QOs rely on the BOC to manually notify them. Some experienced QOs proactively inquire on shipment arrivals, but they admit that this is inadequate.

The situation where the BOC inspection process precedes that of the DA quarantine inspection also makes the border susceptible to leaks since the BOC, lacking expertise in food safety and bio-security, may allow high-risk agriculture products to cross the border. In the case of avian influenza, the DA is able to control entry through natural avian migratory routes but bird flu may actually enter via the ports with the unwitting facilitation by the customs administration system.

Leakages also occur due to patchy border control for international mail. While the BAI inspects courier mail, there is no BAI quarantine officer assigned to inspect postal mail. The BPI, for its part, inspects both courier and postal mail at the central post office but considers this border operation weak.

DA Inspection officers rely on documents consisting of AOs, country reports, and sanitary and phytosanitary clearances to gather information on the import conditions of commodities entering the Philippines. However, these sources of information are not stored and retrieved efficiently. The agencies need to provide more accessible and updated means to provide guidance to quarantine officers when processing goods at the border.

Moreover, the agencies lack an updated standard national work instructions manual, especially for the inspection processes. In the case of the BPI, inspection officers rely on their experience in the absence of such a manual. In addition, not all of them have a copy of their "green book" which is outdated to begin with.

Decision making is varied among the different quarantine stations, perhaps due to differences in the operating environments and the lack of references for inexperienced quarantine officers. Experienced quarantine officers are able to rely on past experience and familiarity with quarantine policy.

Finally, methods of external container inspection are varied among different inspection sites due to differences in the operating environment at the ports.

10. ***Process documentation in SPS enforcement is lacking or not updated.*** The NMIS and BAI both have basic documentation of the processes involved in SPS enforcement but the various documents need updating, completion and organizing. The BPI has no readily available documents explaining its enforcement processes. Absent, incomplete, disorganized, and inaccessible documentation allow discretion and differences in practice among enforcers. In contrast, complete and regularly updated documentation of enforcement processes makes SPS administration transparent and reduces the time and effort required on the part of private business.
11. ***Processes on information dissemination are inadequate.*** Information dissemination, especially among enforcers, is spotty and inadequate. Administrative orders and other such issuances involving SPS measures are mostly sent out to enforcers by fax as is, with little annotation or explanatory notes. Where some training or briefing is conducted, only one representative per region is included, and this representative is expected to undertake echo seminars for their colleagues in the regions. Without standard training materials, the echo seminars vary widely.
12. ***Post-border operations are weakened by limited resources.*** There are insufficient monitoring systems for the outbreak of exotic pests and diseases. In the case of the BPI, pest risk analysis is hampered by the absence of a national pest database, with the agency relying on the databases of local and international academic and research institutions. However, the BPI feels that these databases are deficient, focused only on a few traditional crops, with minimal data on non-traditional crops. For example, sources have no existing pest database on palm oil in the Philippines. In the case of the BAI, monitoring is hampered by inadequate surveillance activities and data.

There is likewise inadequate surveillance for the outbreak of exotic pests and diseases, mainly due to budget constraints. There is neither a wharf nor an airplane depot surveillance program for all agencies. The wharf between Mindanao and Indonesia is highly risky for the entry of avian influenza since exotic birds are brought into the Philippines by fisherfolk coming from Indonesia. According to the BPI, the absence of wharf surveillance may have been one of the causes of the onset of the Malaysian mango seed weevil infestation in Palawan.

13. ***Traceability systems are incomplete.*** ‘Farm to table’ traceability exists for imported buffalo meat and exported meat products, but is incomplete for domestic food. There are trace back systems in place from the slaughterhouse to retail outlets but minimal traceability from farm to slaughterhouse, in the case of meats, and, from farm to retail outlets, in the case of plants and plant products.
14. ***Little attention is given to continuous process improvement.*** The agencies are committed to performance improvement. They strive for efficiency by implementing ways to do a process faster in order to satisfy their industry stakeholders. However, little attention is paid to ensuring continuous process

improvement. This is evident in the lack of an updated national instruction manual for inspection, the absence of a risk analysis handbook, the difficulty in evaluating the effectiveness of quarantine operations, and the lack of auditing.

15. ***Community responsibility for quarantine is untapped.*** The Philippine community remains an untapped resource for border and post-border control. No amount of quarantine operations can ensure biosecurity unless the community shares in this responsibility. Thus, there is a need to strengthen the SPS information dissemination process. The community, especially those in high risk areas, must be made aware of Philippine SPS measures, the risks involved, the consequences, and what they can do to mitigate them. In doing so, they partner with government in ensuring food safety and biosecurity in the Philippines.

6. Recommendations

To improve the DA's SPS administration, the following measures are recommended:

1. ***Effectively link SPS components (development, enforcement, and information dissemination) and seal the gaps in the distribution of SPS responsibilities, especially for food safety.***
 - a. Isolate product safety standards from product quality standards to enable mandatory SPS food safety enforcement.
 - b. Create an integrated SPS enforcement process for food safety measures, supported by a mandate and assigned to an appropriate enforcement entity.
 - c. Ensure that appropriate monitoring processes exist for all SPS components and explore ways to link them.
2. ***Streamline, simplify, and organize existing SPS enforcement process flows and protocols, create new ones where gaps exist, and consider the use of technology when appropriate.***
 - a. Integrate or merge similar processes into single generic processes, when possible. In the case of the import process, look into the possibility of having a generic process which uses different commodity-based standards stored in an imports conditions database or appropriate references to determine whether the commodity being imported is banned or not.
 - b. Consider the use of technology, especially when lack of accessibility to information and immediate pest and disease detection are key issues. Technology options are not limited to IT automation but may involve special equipment, such as handheld pathogen detection tools and other more sophisticated surveillance and detection equipment which, over the long term, can be used to improve border inspection of agriculture products at the ports.

3. ***Institute operational risk assessment and reduce regulation effort on good performers.***
 - a. Create protocols and systems for operational risk management. Create risk profiling databases using consistent data definitions and systematic data collection procedures and methodologies.
 - b. Establish a client compliance program for importers and exporters with appropriate protocols and processes aimed at reducing regulations for low-risk clients based on client compliance history, established risk categories, and enforcement programs which are specific to the type of risk category.

4. ***Develop risk analysis processes.***
 - a. Use science as basis for government's participation in regulating agricultural and food supply chains, employing risk analysis as a fundamental tool. Risk analysis, however, works better with the appropriate benchmarking data provided by traceability and risk profiling systems, and reference data on endemic and exotic pests and diseases.
 - b. Over the long term, institute national 'farm to table' traceability systems to support risk determination.
 - c. Over the medium-term, establish a risk profiling system for border control, and create and link national pest and disease systems to global surveillance systems.
 - d. Over the short term, assist the BAI and BPI in formulating either a common Risk Analysis Handbook or, if one agency is not yet ready, separate Import Risk Analysis (IRA) and Pest Risk Analysis (PRA) Handbooks to standardize and document their risk analysis processes, thereby formalizing these. This also serves to inform and guide industry stakeholders who wish to import non-traditional products or access new markets.

5. ***Establish consistent pre-border strategies and processes.*** Ensure that SPS enforcement agencies have consistent pre-border strategies and processes based on a common understanding of the SPS and TBT agreements for pre-border quarantine operations.

6. ***Enhance the DA's capability to assess effectiveness of border quarantine operations.*** Develop monitoring protocols and processes which will allow DA to assess the effectiveness of its border quarantine operations. Create consistent data definitions and systematic data collection procedures and methodologies to capture and store pest and disease interceptions in an integrated management information system. Specifically, create methodologies for determining leakage rates, and establish monitoring protocols that are consistent across varying modes and points of entry.

7. ***Strengthen border operations with the long-term goal of creating a ‘smart and seamless border’. Over the short term, improve information dissemination, storage and retrieval systems for enforcers.***
 - a. Explore options to provide the DA with real time access to shipping arrival information at the border in order to effectively control leakages. A possible solution may be an IT connection between the DA and the BOC and the creation of an interface system where the DA can submit import and landing permits to the BOC while the BOC allows the DA to access its cargo clearance system. Other options may be direct access to websites and shipment databases of shipping and airlines, and electronic notifications from BOC or cargo vessels to the DA quarantine officers.
 - b. Provide agencies with more accessible and updated references to guide them when processing goods for import and export at the border by building web-based storage and retrieval systems containing AOs, country reports, sanitary and phytosanitary clearances and other references on import conditions of commodities entering the Philippines and export conditions of commodities leaving the Philippines..
 - c. Develop manuals of operation to guide enforcers, especially for border inspection processes where the modes of inspection vary depending on the type of operating environment of the quarantine stations. For example, modes of inspection differ for shipping cargo, airline cargo, airline passengers and their baggage, and international postal and courier mail.
 - d. Strengthen border operations for international mail by creating an integrated border inspection process for international postal and courier mail for all commodities.
8. ***Prioritize continuous process improvement.***
 - a. Institutionalize sustainable process improvement protocols and compliance to ISO standards without having to gain ISO accreditation if budgetary constraint is an issue. Put these quality assurance and management processes in place with the proper mandate and designated owner.
 - b. Prioritize efforts geared at creating and maintaining a national instruction manual for inspection, a risk analysis handbook, a risk monitoring manual, and an internal audit manual for evaluating the effectiveness and efficiency of quarantine operations.
9. ***Improve post-border operations by partnering with the community in SPS information dissemination, and disease and pest surveillance and monitoring.***
 - a. Develop protocols and processes for SPS information dissemination, disease and pest surveillance and monitoring which can be taught to and used by the community, especially those in high-risk areas.

- b. Promote community awareness of Philippine SPS measures, the risks involved, the consequences, and ways to partner with government in mitigating risk, one of which is to participate in pest and disease surveillance and monitoring of their specific areas.

- c. Create processes that enable the community to participate in the reporting of exotic pests and disease outbreaks in their areas. Build national pest and disease databases with linkages to existing international and domestic databases. Allow the community, whether farmer, student, or scientist, to access and update these databases with pest and disease data from their respective locales.

Annex Table 1
Elements of IRA Process, by Regulatory Agency

Import Risk Analysis	BAI	BPI	NMIS	BAFPS
Use of IRA	<p>Called Risk Analysis or Evaluation of Animal Health Status</p> <p>Used for determining risk of new commodity, country or establishment.</p>	<p>Called Pest Risk Analysis</p> <p>Used for determining risk of new commodity, country or establishment.</p>	<p>Called HACCP Risk Analysis</p> <p>The Inspection and Evaluation of Foreign Meat Plants and AAA Domestic Meat Establishments use HACCP Risk Analysis</p> <p>Used in post-production and processing systems</p> <p>NMIS HACCP certification is accepted by Joint Management Committee on HACCP consisting of FDC, BFAD, BFAR, and NMIS.</p>	<p>Called Risk Analysis</p> <p>Perform RA if requested by agencies</p>
IRA types and tools	<p>Qualitative, Formal and informal; Routine IRA.</p> <p>Lacks IRA Handbook.</p> <p>BAI expressed concern that its IRA is not fully formalized.</p>	<p>Formal and informal; Routine and non-routine (carrot) IRA</p> <p>Lacks Pest Risk Analysis (PRA) Handbook.</p> <p>Since its PRA process is mostly informal, BPI is anxious that its PRA may not yet be at par with that of its trading partners.</p>	<p>Formal; Routine; Qualitative and some quantitative.</p>	<p>Mostly informal; (ex. Aflatoxin in corn may not end in a review of RA); formal; routine; non-routine</p>
Use of scientific inputs to IRAs	<p>Uses risk assessment of OIE and other countries to develop IRAs</p>	<p>Uses Risk assessments to develop IRAs</p>	<p>Uses risk assessments of CODEX, OIE, institutions, and countries</p>	<p>Use RAs of CODEX, OIE, and IPPC</p>

Import Risk Analysis	BAI	BPI	NMIS	BAFPS
Use of quantitative risk analysis	Expensive Takes too long Lacks training and experience BAI expressed concern on their lack of expertise.	Expensive Takes too long Lacks experience. BPI expressed concern on their lack of expertise.	Expensive Takes too long Lacks experience NMIS expressed concern on their lack of expertise.	Expensive Takes too long Lacks training and experience
Harmonization with international standards	Follows OIE	Follows IPPC	Follows CODEX and OIE	Follows CODEX; Formally adopts CODEX for some products
Transparency and openness	Yes; Consultation with stakeholders after working draft. Stakeholders have access to hardcopy files at BAI office or BAI website	Yes; consultation after draft IRA Stakeholders have access to hardcopy files at BPI office	Yes; pre- and post-consultation Stakeholders have access to hard-copy files at NMIS office or NMIS website; Stakeholders can inquire via NMIS hotline and e-mail	Yes; Stakeholders part of TWG; Files available to stakeholders; available on internet
Identification of specific pests, diseases or other SPS-related risks;	Yes. Uses OIE disease database aka “technical card”. BAI needs its own Disease Database of animal diseases prevalent in the Philippines. However, very minimal funds are available for disease surveillance. Only FMD and Avian Influenza programs are well funded.	Yes. Uses CABI and pest databases of other academic and research institutions in the Philippines. BPI needs its own Pest Database of pests endemic in the Philippines but lacks funds to undertake pest surveillance.	Yes. Uses CODEX and database, manuals, or references of other countries, Use incident reports of country.	From CODEX, other countries, institutions; Investigates food detention reports of other countries for reasons for detention (chemical or microbiological)

Import Risk Analysis	BAI	BPI	NMIS	BAFPS
Evaluation of the likelihood of entry of risks and adverse consequences	Yes.	Yes.	Yes, through organoleptic testing and lab analysis, Using available scientific data	Yes, using available scientific data listed above
Evaluation of the contribution of the SPS measure to reducing such risks	Based on OIE; Consult issue of live buffalo with Veterinary Technical Advisory Committee (VTAC), an in-house team.	Based on IPPC	Based on CODEX	Based on CODEX Ex. Policies on food safety.
Specificity and comprehensiveness of the measure	Specific to location: region, island groups, country (ex. Mindanao is FMD-free; Australia is FMD-free) Also specific to commodity and establishment.	Specific to location: region, island groups, country (Ex. Guimaras is a pest-free zone; Malaysia is pest-infested, specifically, with Mango seed weevil)	Specific to foreign meat plant location Specific to the meat inspection system of the country, in particular to the food supply chain post-production and processing systems	Specific to commodity, or cuts across commodity (GAP, and organics)
Use of available scientific, technical, risk assessment results of other product categories and other real world factors relevant to the risk	Economic risk is considered. (Ex. FMD). More emphasis is placed on use of available scientific, technical and risk assessment results of other products	Economic risk is not considered. Scientific literature is used.	Yes - for use of scientific, technical, RA results of other product categories (ex. Biotechnology for detecting pathogens) Economic risk is always considered but risk is based on comprehensive study about balancing the benefits of an importation vs its effects on the economy	Yes, for scientific, technical, risk assessment results Does not consider economic risk part of product RA but is considered as part of negotiation with industry

Attachment A1 DEVELOPMENT

- BPI Pest Risk Analysis Process Flow
 Requirements for Pest Risk Analysis
 CABI Crop Protection Compendium
- BAI NVQS Information Needed by the Government of the Philippines for the Conduct of Import
 Revised Information of Countries Requesting Accreditation to Export Livestock and
 their Products to the Philippines
 OIE Animal Health Code
- NMIS Evaluation Criteria for Accreditation of Meat Processing Plant (Local or Foreign)
 Codex

Attachment A2 1/3 PRE-BORDER

- BPI PD 1433 Plant Quarantine Law of 1978 - Promulgating the Plant Quarantine Law of 1978, Thereby Revising and Consolidating Existing Plant Quarantine Laws to Further Improve and Strengthen the Plant Quarantine Service of the Bureau of Plant Industry
BPI Quarantine Administrative Order No. 1, Series of 1981 - Rules and Regulations to Implement PD 1433
BPI Quarantine Administrative Order No. 1, Series of 2004 - Guidelines for Regulating Wood Packaging Material Involved in International Trade
BPI Quarantine Administrative Order No. 3, Series of 2005 - Amendment to BPI Quarantine Administrative Order No. 1, Series of 2004 (Guidelines for Regulating Wood Packaging Material Involved in International Trade)
Memorandum Order No. 104, Series of 2004 - Bureau of Plant Industry Accreditation of Quarantine Treatment Providers
BPI Quarantine Administrative Order No. 1, Series of 2005 - Granting of Grace Period for the Implementation of Quarantine Administrative Order No 1, Series of 2004
Administrative Order No. 8, Series of 2002 - Rules and Regulations for the Importation and Release into the Environment of Plants and Plant Products Derived
Memorandum Order 48, Series of 1992 - Additional Guidelines on the Importation of Peanuts, Corn, Legumes and Other Aflatoxin-Associated Commodities
BPI General Quarantine Order No. 1, Series of 1982 - Adopting the ASEAN Standardization of Plant Quarantine Treatment for Import and Export of Plant
Guidelines and Requirements for Accreditation of Importers for Fruits, Vegetables, Onion, Garlic, Coffee and White Potato
Guidelines on the Importation of Non-GMO Cottonseeds
Issuance of Permit to Import Process Flow
BPI "Q" Form No. 1 - Application for Permit to Import Plants/Plant Products
BPI "Q" Form No. 2 - Import Permit
- BAI NVQS Service Guide: Guidelines for Accreditation of Importer/Exporter
Requirements for the Accreditation of Meat Importers
Meat Importer's Inspection Report
Administrative Order No. 1, Series of 2003 - Guidelines in the Accreditation of Meat Importers
Special Order 35, Series of 2003 - Constitution of the Membership of the Different Committees for the Swine Breeder Farms Accreditation Program
AO 26, series of 2005 Revised Rules, Regulations, and Standards Governing the Importation of Meat and Meat Products Into the Philippines
Memorandum dated 26 July 2004 - Additional Procedures in the Importation of Livestock and Poultry
Memorandum dated 3 March 2004 - Application for Import Permit Prior to Shipment from the Country of Origin
Memorandum dated 22 January 2004 - Additional Precautionary Measure to Prevent Introduction of Avian Influenza into the Country
Memorandum Order No. 7, Series of 2004 - Implementation of Strict Measures to Prevent Entry of BSE Contaminated Meat from Canada
Administrative Order No. 8, Series of 2003 - Rules Governing the Importation of Live Cattle from Vanuatu
Administrative Order No. 1, Series of 2003 - Amending Administrative Order No. 14, Series of 1998 - Revised Guidelines for the Feeder Cattle Importation by Private
Memorandum, dated 20 May 2002 - Importation of Fresh Frozen Buffalo Meat from India

Attachment A2 2/3 PRE-BORDER

Requirements for the Issuance of Veterinary Quarantine Clearance to Import Meat and Other Animal Products from Accredited Countries
Guidelines on the Issuance of Banning Orders on the Importation of Animal, Animal Products and By-products
Service Guide: Issuance of Import Permit (Dog & Cat, Exotic Animals, Hog, Horse)
Service Guide: Issuance of Import Permit (Feeder Cattle, Semen & Embryo)
Service Guide: Issuance of Import Permit (Goats & Sheep, Day-old Chicks, Import Procedure Flowchart
Import Application Letter
Import Permit (Wild Exotic and Other Pets)
Import Permit (For Dogs and Cats)
Veterinary Quarantine Clearance to Import Gamefowls/Hatching Eggs
Veterinary Quarantine Clearance to Import Day-old Chicks and Eggs
Veterinary Quarantine Clearance to Import Domestic Poultry and Eggs
Veterinary Quarantine Clearance to Import Hatching Eggs
Veterinary Quarantine Clearance to Import Gamecocks (International Derby Competition)
Veterinary Quarantine Clearance to Import Live Ostrich from Taiwan
Veterinary Quarantine Clearance to Import Ostrich Hatching Eggs from Taiwan
Veterinary Quarantine Clearance to Import Swine from Australia
Veterinary Quarantine Clearance to Import Fresh/Frozen Swine Semen
Veterinary Quarantine Clearance to Import Frozen Swine Embryo from the United States of America
Veterinary Quarantine Clearance to Import Camelids from Australia
Veterinary Quarantine Clearance to Import Goats (Australia)
Veterinary Quarantine Clearance to Import Sheep (Australia)
Veterinary Quarantine Clearance to Import Deer (Australia)
Veterinary Quarantine Clearance to Import Equine from Australia
Veterinary Quarantine Clearance to Import Equine from Australia for SEA Games Competition
Veterinary Quarantine Clearance to Import Feeder Stock Cattle (Australia)
Veterinary Quarantine Clearance to Import Breeder Cattle (Australia)
Veterinary Quarantine Clearance to Import Fresh/Frozen Bovine Semen (United States of America)
Veterinary Quarantine Clearance to Import (For Hides, Horns, Bones, Feathers and other Commodities)
Memorandum dated 17 February 2003 - Additional Requirements for the Issuance of Veterinary Quarantine Clearance to Importers Who are Using the Private/Public Customs Bonded Warehouse and Other Warehousing Facility of the Bureau of Customs
Veterinary Quarantine Violation Report

BAI AFSD RA 1556 - Livestock and Poultry Feeds Act
RA 3720 - Food, Drugs and Devices, and Cosmetics Act
Licensing of VDAP Establishment Under Republic Act 3720 & 1556 - Flowchart
Registration of Feed/Feedstuff Establishments and Products Under Republic Act 1556 - Flowchart
Registration of VDAP Products - Flowchart
Flow Diagram on the Registration of Animal Feed Establishments and Products
BAI-AFSD Form No. 1 - Application for Registration [of Feeds/Feedstuff]
BAI-AFSD Form No. 3 - Application for Registration of Veterinary Drugs and Products
Flowchart in the Application of Brand name/s - Flowchart

Attachment A2 3/3
PRE-BORDER

Support to Registration of Feed Establishment(s) Feed/Feed Ingredients Flowchart
Application Letter for Initial/Renewal/Product Registration and CCPR Lifting/Extension
BAI AFSD Checklist No. 2 - Checklist of Requirements for Initial Registration of
Veterinary Drug and Product Premixes and Water Soluble
BAI AFSD Checklist No. 3 - Checklist of Requirements for Renewal of Registration of
Veterinary Drug and Product Premixes and Water Soluble
BAI AFSD Checklist No. 4 - Checklist of Requirements for Registration of Raw
Material for Own Use (with finished product registered with BAI)
Support to Registration of the Different Veterinary Drug and Products Establishments
(VDAPE) - Flowchart
Memorandum, dated 30 July 2004 - Guidelines and Requirements in the Issuance of
Import Permits Prior to Arrival of All Animal Feeds, Feed Ingredients, Additives,
Supplements and Veterinary Drugs and Products
Administrative Order No. 3, Series of 2003 - Amendments to Administrative Order No.
6, Series of 2002 "Revised Guidelines in the Importation of Processed Dog Food and
Cat Pet Foods"
Administrative Order No. 6, Series of 2002 "Revised Guidelines in the Importation of
Processed Dog Food and Cat Pet Foods"
Issuance of Import Permit - Flowchart
Issuance of Import Permit for Animal Feed/Feed Ingredients
Issuance of Import Permit for Veterinary Drugs and Products (VDAP)
Import Permit

NMIS RA 9296 - Meat Inspection Code of the Philippines
Implementing Rules and Regulations of RA 9296 (Meat Inspection Code of the
Philippines)
AO 30, Series of 2004 - Supplemental Guidelines on Importation of Buffalo Meat from
India Thru a Consolidator, in Pursuant to Administrative Order No. 31, Series of 2002
Guidelines and Procedures for the Accreditation of Meat Plant (Abattoir, Poultry
Dressing Plant, Meat Processing Plant and Cold Storage)
Evaluation Criteria for Accreditation of Cold Storage
Certificate of Accreditation

Attachment A3 BORDER

- BPI PD 1433 Plant Quarantine Law of 1978 - Promulgating the Plant Quarantine Law of 1978, Thereby Revising and Consolidating Existing Plant Quarantine Laws to Further Improve and Strengthen the Plant Quarantine Service of the Bureau of Plant Industry
BPI Quarantine Administrative Order No. 1, Series of 1981 - Rules and Regulations to Implement PD 1433
Application for Inspection of Imported Plants/Plant Products and Other Materials
Carrier Boarding Inspection and Clearance Process Flow
Inspection / Verification of Imported Agricultural Commodities
Inspection of Imported Plants/Plant Products Process Flow
Laboratory Examination of Plant / Plant Products and Other Related Materials
Process Flow
General Pest Detection Report
- BAI NVQS Memorandum dated 11 August 2004 - Reiteration of the Requirement for a 30-day Quarantine of All Imported Livestock and Poultry
Memorandum dated 6 February 2004 - Precautionary Measures to Prevent Introduction of Avian Influenza into the Country
Notice of Quarantine
Quarantine of Animals
Certificate of Inspection of Place of Quarantine
Certificate of Inspection for Hog Breeding Farm
Veterinary Quarantine Inspection Certificate (VQIC) (To be Presented to NMIC Personnel at Cold Storage/Warehouse)
Importation Report (Date of Issuance of Import Permit, Import Permit Number, Importer, Commodity, Breed)
Live Animals Importation Report - Importer, Arrival Date, Import Permit No.
Arrival Report for Imported Meat
International Vessels Inspection Report (Date of Arrival, Vessel Name, Country of Origin, Last Port of Call, Vessel Classification, Action Taken)
- NMIS AO 26, series of 2005 Revised Rules, Regulations, and Standards Governing the Importation of Meat and Meat Products Into the Philippines
Service Guide: Inspection of Imported Meat and Meat Products
Flowchart on the Inspection of Imported Meat and Meat Products
Field Inspection and Sampling Report of Imported Meat/Meat Products
Service Guide: Laboratory Services
Flowchart: Laboratory Process Flow of Samples
Imported Meat Inspection Clearance (IMIC)
Daily Record of Arrivals of Imported Meat and Meat Products

Attachment A4 POST-BORDER

- BPI PD 1433 Plant Quarantine Law of 1978 - Promulgating the Plant Quarantine Law of 1978, Thereby Revising and Consolidating Existing Plant Quarantine Laws to Further Improve and Strengthen the Plant Quarantine Service of the Bureau of Plant Industry
BPI Quarantine Administrative Order No. 1, Series of 1981 - Rules and Regulations to Implement PD 1433
BPI Special Quarantine Order __, Series of 2005 - Declaring Coconut Leaf Beetle, *Brontispa longissima* (Gestro) an Invasive Quarantine Pest of Coconut, *Cocos nucifera*, and Providing Measures to Regulate and Prevent Its Spread
Issuance of Domestic Plant Quarantine Permit Process Flow
BPI "Q" Form No. 1 - Permit for Domestic Transport of Plants/Plant Products
- BAI NVQS Administrative Order No. 27, Series of 2003 - " Implementation of the Eradication Phase of the National Program to Control and Eradicate Foot and Mouth Disease in the Philippines"
Administrative Order No. 28, Series of 2003 - " Guidelines in the Movement and Slaughter of Swine and Other FMD-Susceptible Food Animals"
Veterinary Health Certificate
- BAI AFSD Routine Inspection of Feed Establishment Flowchart (Feed Establishment Registered)
Routine Inspection of Feed Establishments Producing Medicated Feeds Flowchart
Routine Inspection of Feed Establishment with Banned Antibiotics Flowchart
Spot Inspection of VDAP Establishments Flowchart
AFSD-SES Form 2 - Notice of Non-Compliance
- BAI MDD Administrative Order No. 8, Series of 2004 - Amending the Administrative Order No. 3, Series of 1997, Regarding Revised Guidelines on the Registration and Licensing of Livestock, Poultry and By-products Handler's and Livestock Transport Carriers
Application Form for Registration and Accreditation of Transport Carriers
Application Form for Livestock, Poultry and By-products Handler's License
Certificate of Registration
Livestock, Poultry and By-products Handler's License ID
- NMIS Flowchart for the Issuance of Certificate of Meat Inspection (COMI) for Domestic Transport
Daily Animal Receiving Form/Ante Mortem Inspection Form
Daily Slaughter Report
Daily Condemnation Report
NMIS Inspection Record Book (Sanitation, Ante- and Post-Mortem Report on Slaughter Animals)
Meat Products Inspection Certificate

Attachment A5 EXPORT

- BPI PD 1433 Plant Quarantine Law of 1978 - Promulgating the Plant Quarantine Law of 1978, Thereby Revising and Consolidating Existing Plant Quarantine Laws to Further Improve and Strengthen the Plant Quarantine Service of the Bureau of Plant Industry
BPI Quarantine Administrative Order No. 1, Series of 1981 - Rules and Regulations to Implement PD 1433
BPI General Quarantine Order No. 1, Series of 1982 - Adopting the ASEAN Standardization of Plant Quarantine Treatment for Import and Export of Plant Materials as Mandated by the 3rd Meeting of the ASEAN Economic Ministers of Memorandum Order No. 104, Series of 2004 - Bureau of Plant Industry Accreditation of Quarantine Treatment Providers
BPI Quarantine Administrative Order No. 1, Series of 2004 - Guidelines for Regulating Wood Packaging Material Involved in International Trade
BPI Quarantine Administrative Order No. 3, Series of 2005 - Amendment to BPI Quarantine Administrative Order No. 1, Series of 2004 (Guidelines for Regulating Wood Packaging Material Involved in International Trade)
BPI Quarantine Administrative Order No. 1, Series of 2005 - Granting of Grace Period for the Implementation of Quarantine Administrative Order No 1, Series of 2004
Issuance of Phytosanitary Certificate Process Flow
Application for Inspection and Phytosanitary Certification
Phytosanitary Certificate
FAO Digest of Plant Quarantine Regulations
Import Plant Quarantine Requirements of Fresh Mango and Papaya Fruits from the Philippines
- BAI NVQS Service Guide: Export Procedures
Export Procedure Flowchart
Memorandum, dated 6 July 2005 - Requirements and Procedures in the Issuance of Commodity Clearance for Dog and Cat Serum
Memorandum Circular No. 2, Series of 2005 - Procedures for Quarantine and Conditioning of Non-human Primate for Export
Memorandum dated 2 November 2004 - Revision of Japanese Export Protocol for Dogs and Cats
Memorandum dated 30 September 2004 - Requirements and Procedures in the Export of Poultry (Hatching Eggs, Day-old Chicks and Frozen Poultry Meat)
Memorandum dated 16 September 2004 - Requirements and Procedures in the Export of Livestock, Their Meat and Meat Products
Administrative Order No. 4, Series of 2004 - Regulating the Distance Between Poultry and Livestock Farms in the Philippines
International Veterinary Certificate
International Veterinary Certificate (for Export of Day-old Chicks)
Veterinary Health Certificate for Non-Human Primates
Veterinary Health Certificate for Poultry Meat
Commodity Clearance Certificate
- BAI AFSD Requirements for the Issuance of Commodity Clearance and Certificate of Free Sale
- NMIS Memorandum Order 7, Series of 2002 - HACCP Audit of Meat and Milk Exporting Plants
Flow Chart on the Issuance of Official Meat Inspection Certificate (OMIC) of Meat and Meat Products for Export
Official Meat Inspection Certificate
Monthly Report of Inspection of Meat and Meat Products for Export

MEMORANDUM ORDER

No. 5

Series of 2004

SUBJECT: **Revised Banana Export Protocol**

Pursuant to Presidential Decree 1433 and the Philippines' obligation under the International Plant Protection Convention (IPPC) to meet the importing countries' requirements, this revised protocol is hereby issued for the guidance of all concern.

**ACCREDITATION OF FRESH BANANA PRODUCERS AND EXPORTERS
AND/OR BOTH**

All fresh banana exporters shall enlist for accreditation at the nearest BPI – Plant Quarantine Service (BPI-PQS) office with the following requirements:

A. BANANA PRODUCER-EXPORTER

Those who fall under this classification are banana producers who manage or operate their own farms; and who are direct exporters.

1. Duly accomplished Application Form signed by authorized signatory
2. Copies of SEC/CDA and DTI registrations
3. Copy of Mayor's Permit (current)
4. List of farms, location, area coverage (has.), packing house and brand (optional)
5. PS Mark and/or ISO and/or SQF and/or DTI-ISO aligned accreditation required by the importing country and the appropriate Philippine Government agency, whenever necessary.
6. List of Director/s and Officers (current) if corporate or 2x2 photo of the owner/s if other than corporate (single proprietorship or partnership, etc.)
7. List of their independent banana producers with whom they have existing valid supply contracts with corresponding area coverage (has.).

B. BANANA TRADER-EXPORTER

ATTACHMENT B1
Revised Banana Export Protocol 2/4

Those who fall under this classification are banana exporters who do not manage or operate their own farms; and the fruits they export are purchased from banana producers. They can either be direct or indirect exporters.

1. Duly accomplished Application Form signed by authorized signatory
2. Copies of SEC/CDA and DTI registrations
3. Copy of Mayor's Permit (current)
4. List of Director/s and Officers (current) if corporate or 2x2 photo of the owner/s if other than corporate (single proprietorship or partnership, etc.)
5. Notarized certification from the banana trader-exporter with clear indication of the following:
 - 5.1.1 The fruit is sourced from banana producers with whom it has existing supply contracts, and that said banana producers do not have contractual obligations with any other banana exporter or trader.
 - 5.1.2 The fruit to be exported will meet all the standards established by PNS or by the importing country.
 - 5.1.3 The fruit for export has not been illegally acquired.
6. List of their banana producer/s, farm location/s, area coverage (has.), packing house and locations, and brand name/s used (optional)
7. PS Mark and/or ISO and/or SQF and/or DTI-ISO aligned accreditation required by the importing country and the appropriate Philippine Government, agency, whenever necessary.

PROCEDURE FOR ACCREDITATION

1. All interested exporters must file an application for accreditation to the nearest BPI-PQS with the abovementioned requirements.
2. Whenever necessary, the BPI-PQS will conduct an interview specially for applicants who still do not have track record of fresh banana exports. Interview will cover Plant Quarantine Law, rules and regulations and the Protocol for Banana Export.
3. BPI-PQS shall validate and evaluate the operational and cultural management practices, packinghouse standards and operations of listed banana producer/s'. The disposal and sanitation programs of each packinghouse shall also be evaluated.
4. Upon completion of items 1-3 above, BPI-PQS will issue a Certificate of Accreditation.
5. Any accredited exporter who violates the Plant Quarantine Law, rules and regulations of this protocol will be delisted as an accredited exporter and its

ATTACHMENT B1
Revised Banana Export Protocol 3/4

6. Certificate of Accreditation shall be revoked. Re-accreditation shall only be possible upon compliance of all corrective measures based on thorough plant quarantine investigation.

PROCEDURE FOR EXPORT

1. A BPI Plant Quarantine Officer shall be assigned, whenever practicable, to supervise the packing process of any exporter at their designated packing station.
2. All fresh bananas should come from the submitted list of areas by the producer-exporter and trader-exporter.
3. The BPI-PQS shall carry out random inspection on five percent (5%) of the total packed bananas or 600 units from any given lot (total packed bananas for the day), unless a written agreement, consistent with international standard, was forged between the BPI-PQS and the institutional producers prior to this memorandum order.
4. Whenever necessary, inspection of the fruit can be done at the port of exit following the same size of sampling.
5. BPI-PQS shall ensure that fruits for export shall comply with the phytosanitary requirements of the importing country. Detection of regulated pest/s in the export fruit shall be subjected to usual phytosanitary measures to ensure compliance.
6. Any exporter found to exceed the maximum volume of export possible without the necessary valid documentary justification should not be issued Phytosanitary Certificates.

REPORTING

All Plant Quarantine Service Stations with banana export operations shall submit to the Bureau of Plant Industry the list of Phytosanitary Certificates issued on a weekly basis for proper verification and consolidation.

The list shall include the name of the exporter, consignee, volume, destination, signing officer, and others, as may be necessary.

REVALIDATION

Accreditation shall be revalidated on a yearly basis.

EFFECTIVITY

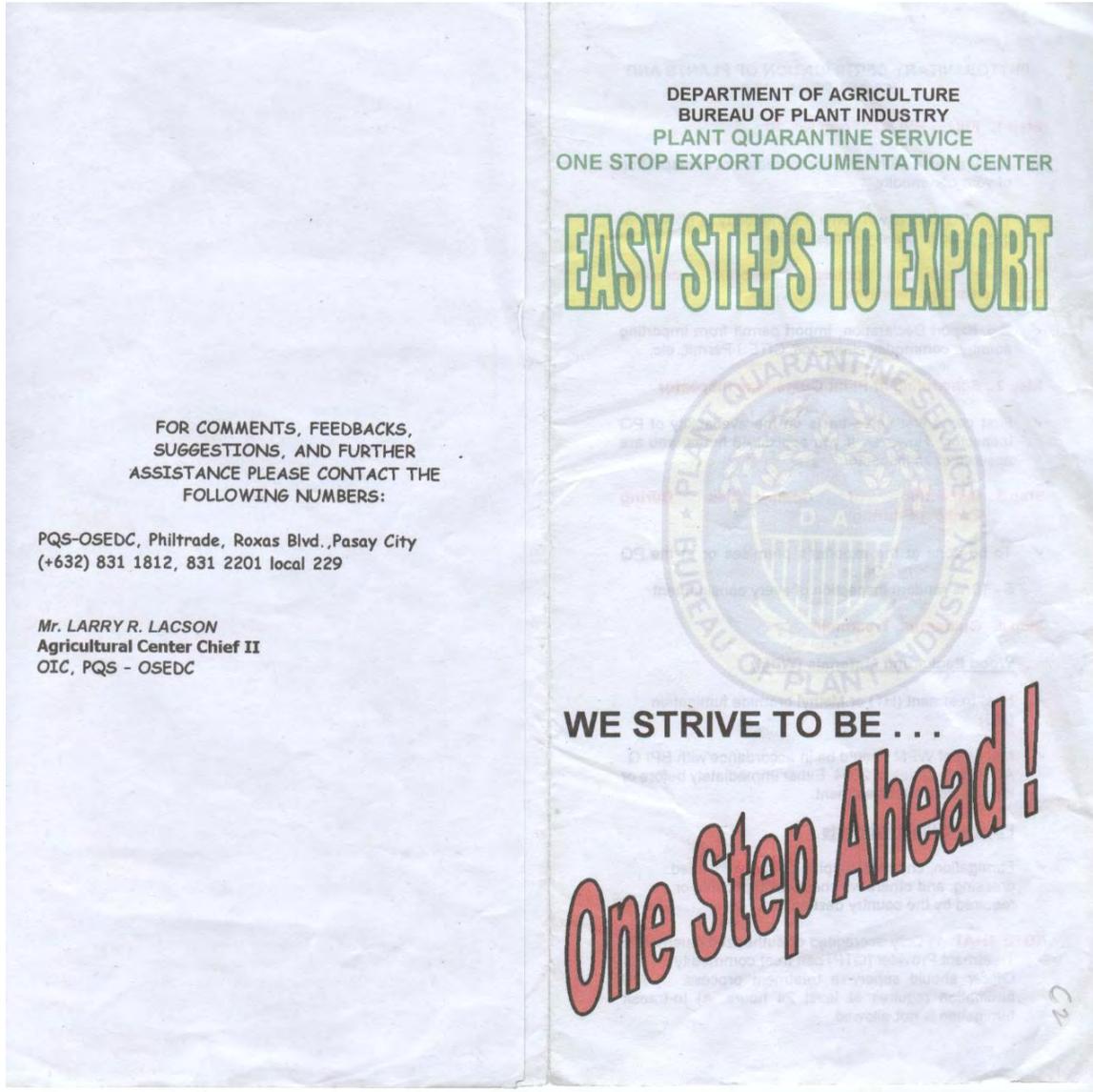
ATTACHMENT B1
Revised Banana Export Protocol 4/4

This Order supersedes Memorandum Order No. 10, series of 2003 and shall take effect 15 days after the signature of the BPI Director.

DR. HERNANI G. GOLEZ
OIC Director

January 5, 2004

ATTACHMENT B2
Easy Steps to Export brochure 1/2



ATTACHMENT B2

Easy Steps to Export brochure 2/2

PHYTOSANITARY CERTIFICATION OF PLANTS AND PLANT PRODUCTS

Step 1. Fill up BPI "Q" Form No. 10

- ✓ Apply at least 48 hours prior to treatment or inspection of your commodity.
- ✓ Then PQ Officer will verify if commodity is allowed or prohibited in country of destination

Together with the application submit necessary documents/ requirements

- ✓ E.g. Export Declaration, Import permit from importing country, commodity clearance, CITES Permit, etc.

Step 2. Scheduling of Plant Quarantine Inspector

- ✓ First come first serve basis on the availability of PQ Inspector. However, if you applied 48 hours, you are assured of an inspector.

Step 3. Inspection of Commodities During Packing/Stuffing

- ✓ To be done at the exporter's premises or at the PQ Office
5 - 10 % random inspection of every consignment

Step 4. Quarantine Treatment

Wood Packaging Materials (WPM)

- ✓ Heat treatment (HT) or Methyl bromide fumigation (MB)
- ✓ Marking of WPM should be in accordance with BPI Q. AO. No. 1, series of 2004. Either immediately before or immediately after treatment.

Plant and Plant Products

- ✓ Fumigation, chemical dipping or spraying, seed dressing, and others whichever is applicable or required by the country destination

NOTE THAT: 1) Only accredited or authorized Quarantine Treatment Provider (QTP) can treat commodity. 2) PQ Officer should supervise treatment process. 3) MB fumigation requires at least 24 hours. 4) In-transit fumigation is not allowed.

Step 5. Issuance of Phytosanitary Certificate

- ✓ Submit the Fumigation or Heat Treatment Certificate issued by the QTP. Including gas reading tube if fumigation was done.
- ✓ Issuance is within seven (7) days after the completion of treatment or inspection. (Including Saturdays, Sundays & Holidays)

Step 6. Payment of Regulatory Fees (OR) and other expenses

Regulatory Fee

- ✓ The rates should be based on DA A.O. No. 12 and 26, series of 2004.

Other Expenses (meals, transportation, OT, etc.)

- ✓ Computation of reimbursement of expenses should be based on DA AO No. 1 series of 2001 (as provided under DA AO 1, series of 2001, contracted value maybe used).
- ✓ The exporter may provide safe transportation and satisfactory meal during inspection and treatment in lieu of reimbursement.

OTHER SERVICES/DOCUMENTS ISSUED

1. Phytosanitary Certificate
2. Fumigation Certificate
3. Nematode Analysis
4. Seed Analysis (e.g. purity, etc.)
5. Seed pathological analysis

MUST HAVE REFERENCES:

1. BPI Quarantine Administrative Order No. 1, Series of 2004 (ISPM 15).
2. BPI Quarantine Administrative Order No. 3, series of 2005
3. DA Administrative Order No. 1, series of 2001
4. List of Accredited Quarantine Treatment Providers
5. List of countries implementing ISPM 15 (WPM regulation)
6. DA Administrative Order No. 12, series of 2004
7. DA Administrative Order No. 26, series of 2004

ATTACHMENT B3
 Application for Inspection and Phytosanitary Certification

BPI Q FORM 4

Republic of the Philippines
 Department of Agriculture
 BUREAU OF PLANT INDUSTRY
 PLANT QUARANTINE SERVICE
 Manila

Application for Inspection and
 Phytosanitary Certification

Date _____

The Director
 Bureau of Plant Industry
 Manila

I/ WE _____
 (Name, Address and Telephone No. of Exporter)

_____ hereby request for inspection and
 certification of the following plant materials intended for export.

Common Name : _____
 Scientific Name : _____
 Quantity (Specify Unit)* : _____
 Description & No. Packages : _____
 Source of Plants/Plant Products : _____
 Name & Address of Consignee : _____
 Date and Place of Inspection Desired : _____
 Port of Entry : _____
 Means of Conveyance : _____
 Flight No./Voyage No. : _____
 Departure Date : _____
 Import Permit No./Additional
 Declaration /Treatment (if any) : _____

 (Signature of Applicants/Authorized Representative)

STAMP OF THE SERVICE

 (Name & Designation of Applicant/
 Authorized Representative)

* For Plants - No. of Pieces

ATTACHMENT B4
Phytosanitary Certificate

BPI Q FORM NO. 11
(Revised 1989)

REPUBLIC OF THE PHILIPPINES
Department of Agriculture
BUREAU OF PLANT INDUSTRY

PHYTOSANITARY CERTIFICATE
FAO International Plant Protection Convention

D No. 079998

Philippine Plant Quarantine Service

To: _____
(Plant Protection Organization)

Of: _____
(Importing Country)

DESCRIPTION OF CONSIGNMENT

Name and address of exporter _____
 Declared name and address of consignee _____
 Number and description of packages _____
 Distinguishing marks _____
 Place of origin _____
 Declared means of conveyance _____
 Declared point of entry _____
 Name of produce and quantity declared _____
 Botanical name of plants _____

SAMPLE ONLY

THIS IS TO CERTIFY THAT THE PLANTS OR PLANT PRODUCTS DESCRIBED ABOVE HAVE BEEN INSPECTED ACCORDING TO APPROPRIATE PROCEDURES AND ARE CONSIDERED TO BE FREE FROM QUARANTINE PESTS, AND PRACTICALLY FREE FROM OTHER INJURIOUS PESTS, AND THAT THEY ARE CONSIDERED TO CONFORM WITH THE CURRENT PHYTOSANITARY REGULATIONS OF THE IMPORTING COUNTRY.

DISINFESTATION AND/OR DISINFECTION TREATMENT

Date _____	Treatment _____
Chemical (active ingredient) _____	Duration and temperature _____
Concentration _____	Additional information _____

Additional declaration:

Place of issue _____
(Name and designation of authorized officer)
(Date) _____ (Signature) _____

(STAMP OF SERVICE)

ATTACHMENT C1

Guidelines and Requirements for Accreditation of Importers of Fruits 1/2

GUIDELINES and REQUIREMENTS for ACCREDITATION of IMPORTERS for FRUITS, VEGETABLES, ONION, GARLIC, COFFEE and WHITE POTATO

REQUIREMENTS

- Registration in the Security and Exchange Commission or Individual Proprietorship (DTI) (Present original docs and submit Xerox copy)
- Latest Mayor's Permit
- 2 x 2 Photo
- Authorization/Resolution of Representative in case of company or corporation (Notarized)

Interview of Owner

- Storage facilities – address, temperature, lighting, sanitation, engineering specification
- Filing of duly accomplished application for Import Permit (IP) Proforma Invoice
- Upon receipt of Import Permit, send copy of IP (fax) to exporter to be presented to the Plant Quarantine Service of the country of origin for compliance of condition
- Upon arrival of importation
 - File an application for inspection at the Plant Quarantine Service at the Port of Entry
 - Present original IP secured from BPI and submit Phytosanitary Certificate issued by the Plant Quarantine Service of the country of origin

Actual Inspection

- Sampling for inspection – 10%
- Get sample for laboratory analysis
- Determine pest present – identity
- Apply treatment if necessary
- Payment of fees and service charges

ATTACHMENT C1

Guidelines and Requirements for Accreditation of Importers of Fruits 2/2

- Release of consignment

A. Additional Requirements

- Organizational Set-up
- Financial Statement of the Company
- Income Tax Return (ITR) – Latest
- Track Record (Certification from at least three (3) companies served)
- Background Investigation (to be done by PQS)

B. SUBJECT FOR YEARLY RENEWAL

C. Proposed Sanctions and Penalties for Perpetrators

First Offense

- Suspension of Accreditation for 6 months PLUS P20,000

Second Offense

- Cancellation of Accreditation / Blacklisted

ATTACHMENT C2
 Application for Permit to Import Plants/Plant Products

BPI Q FORM No. 1

Republic of the Philippines
 Department of Agriculture
 BUREAU OF PLANT INDUSTRY
 PLANT QUARANTINE SERVICE
 Manila

Application for Permit to Import
 Plants/Plant Products

The Director
 Bureau of Plant Industry
 Manila

(Date)

Sir:

I/WE _____
 (Name, Address and Telephone No. of Applicant)

_____ hereby request for issuance of
 Permit to Import for the following plant/plant products.

- Common Name : _____
- Scientific Name : _____
- Quantity * : _____
- Purpose of Importation : _____
- Place of Origin or Source of
Plants/Plant Products : _____
- Name, Address & Country of Exporter : _____
- Means of Conveyance : _____
- Flight No./Voyage No. : _____
- Port of Entry : _____
- Final Destination (Exact Location
and Sketch where plants
are grown) : _____
- Expected Date of Arrival : _____

 (Signature of Applicant/Authorized Representative)

STAMP OF THE SERVICE

 (Name & Designation of Applicant/
 Authorized Representative)

* For Plants - No. of Pieces
 * For Plant Products - Weight in Kilos

ATTACHMENT C3
 Import Permit

Republic of the Philippines
 Department of Agriculture
BUREAU OF PLANT INDUSTRY
 Manila

BPI Q FORM No. 2

IMPORT PERMIT

Permit No. **D: 26342**
 Date : _____
 Expiry Date : _____

 (Importer)

 (Address)

Sir:

You are hereby authorized to import, under the provisions of Section 2 Rule II of BPI Adm. Order 1 Series of 1981, plant materials described herein, effective _____ and subject to the conditions specified below:

QUANTITY	KIND OF PLANT/ PLANT PRODUCT	SOURCE OR ORIGIN	FINAL DESTINATION (Exact Location Where Plants are to Be Grown)
	Sample	Only	

Purpose: _____ Port of Entry: _____
 Name and Address of Exporter: _____
 Source/Origin of Plant Materials (Complete Address) _____

CONDITIONS OF ENTRY:

1. This shipment shall be accompanied by a Phytosanitary Certificate issued by a duly authorized Plant Quarantine Officer of the country of origin and must be absolutely free from soil.
2. Immediately upon arrival of said plant materials at the port of entry they are to be turned over to the Plant Quarantine Service for inspection.
3. None of the above-described plant materials may be released at the port of entry unless cleared by the Plant Quarantine Officer thereat.
4. If the plant materials are found upon inspection to be infested with pests or infected with any plant disease that they can not be phytosanitized by any treatment available, they may be destroyed, and such destruction can not be made the basis of a claim for damages against the Bureau of Plant Industry.
5. Corresponding fees for inspection, treatment, etc., shall be paid by the importer prior to release of said plant materials.

OTHER CONDITIONS:

Very respectfully yours,

RECOMMENDED BY:

 Chief, Plant Quarantine Service

 Director of Plant Industry

ORIGINAL

ATTACHMENT C4

Application for Inspection of Imported Plant /Plant Products (upper half of document)

Republic of the Philippines
 Department of Agriculture
 Bureau of Plant Industry
 Plant Quarantine Service
 South Port of Manila

Date _____

**APPLICATION FOR INSPECTION
 OF IMPORTED PLANTS/PLANT
 PRODUCTS AND OTHER MATERIALS**

The Director of Plant Industry
 Manila

Sir :

I have the honor to apply for inspection of the Plant/Plant Products and Other Materials described below:

Vessel	Reg.	Pier	Date of Arrival
Name and Address of Exporter:			
Name and Address of Importers:			

MARKS	PLANT MATERIALS (living plants, seeds, bulbs, etc.)	QUANTITY (Cases, bags, bales, kegs, etc.)	WEIGHT (kgs.)	COUNTRY OF ORIGIN

Phytosanitary Certificate No. _____
 BPI Import Permit No. _____
 Entry No. _____

Very Truly yours,

 Applicant

FOR OFFICIAL USE ONLY

Inspection Report No. : 004774
 Date Inspected : _____
 Findings : _____

COLLECTIONS

Charge Slip No. _____
 Received the amount of _____
 (P _____)

RECOMMENDATION

- () For release () For Destruction
- () For return () For Post-Entry
- () For treatment () Quarantine
- () others

SOURCES OF COLLECTION:

- 1. Insp. & Cert. Fee = P _____
- 2. Disinfestation Fee = P _____
- 3. Disinfection Fee = P _____
- 4. Fumigation Fee = P _____
- 5. Destruction Fee = P _____
- 6. Post-Entry Fee = P _____
- 7. _____ = P _____

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ATTACHMENT C5
 Inspection Report (lower half of document)

Republic of the Philippines
 Department of Agriculture
 Bureau of Plant Industry
 Plant Quarantine Service
 South Port of Manila

Date _____

**APPLICATION FOR INSPECTION
 OF IMPORTED PLANTS/PLANT
 PRODUCTS AND OTHER MATERIALS**

The Director of Plant Industry
 Manila

Sir :

I have the honor to apply for inspection of the Plant/Plant Products and Other Materials described below:

Vessel	Reg.	Pier	Date of Arrival
Name and Address of Exporter:			
Name and Address of Importers:			

MARKS	PLANT MATERIALS (living plants, seeds, bulbs, etc.)	QUANTITY (Cases, bags, bales, kegs, etc.)	WEIGHT (kgs.)	COUNTRY OF ORIGIN

Phytosanitary Certificate No. _____
 BPI Import Permit No. _____
 Entry No. _____

Very Truly yours,

 Applicant

FOR OFFICIAL USE ONLY

Inspection Report No. : 004774
 Date Inspected : _____
 Findings : _____

COLLECTIONS

Charge Slip No. _____
 Received the amount of _____
 (P _____)

RECOMMENDATION
 For release For Destruction
 For return For Post-Entry
 For treatment Quarantine
 others

SOURCES OF COLLECTION:
 1. Insp. & Cert. Fee = P _____
 2. Disinfestation Fee = P _____
 3. Disinfection Fee = P _____
 4. Fumigation Fee = P _____
 5. Destruction Fee = P _____
 6. Post-Entry Fee = P _____
 7. _____ = P _____

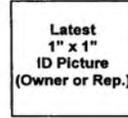
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ATTACHMENT D1 1/2
AFSD Form No.1 (front)

BAI-AFSD Form No.1

Republic of the Philippines
BUREAU OF ANIMAL INDUSTRY
Metro Manila

APPLICATION FOR REGISTRATION
Under Republic Act No. 1556
Otherwise Known as the Livestock and
Poultry Feeds Act, as amended by P.D. No. 7
TIN No.: 300000746316



Date _____

Name of Applicant _____
(Surname) (Given Name) (M.I.) T.I.N.

Nationality: _____ Res. Address: _____

Nature of Business: _____
(Feeds/Feedstuff Manufacturer/Importer/Indentor/Supplier/Distributor/Retailer)

Trade Name: _____ Tel. No.: _____

Business Organization: _____
(Sole Proprietorship/Partnership/Corporation/Others (Specify))

Rated Capacity _____ tons/8 hr./shift/day _____ No. of shift/day: P _____ Average Gross Sale _____

Plant/Store Address: _____ Tel. No.: _____

No. of W'hse.: _____ No. of Corn W'hse.: _____ No. of Corn Silo: _____

Capacity: (MT) _____ Corn W'hse.: _____ MT/Silo: _____

Veterinary Feed Consultant _____ PRC ID No. _____ Valid until _____

Quality Control Chemist _____ PRC ID No. _____ Valid until _____

Are you a Member of any Livestock / Poultry / Grains / Prawn Association? Yes No of yes, state Name (s) of Association _____

Brand and Type of Mixed Feeds / Feedstuffs Manufactured / Importer / Distributed / Sold. (Use additional sheet if necessary) _____

(State country of origin and supplier/manufacturer if imported): _____

Applicant / authorized Representative
(Print Name & Signature)

SUBSCRIBED AND SWORN to before me, this _____ day of _____, 20____
The affiant exhibited to me his/her Community Tax Certificate No. _____ issued at _____
on _____, 20____

Doc. No. _____
Page No. _____
Book No. _____
Series of _____



Notary Public

RAFVDAPCO

Region

RECOMMENDING APPROVAL:

(To be filled-up by BAI-AFSD)

Registration Certificate No. _____
Date Issued _____
Fee _____
Official Receipt No. _____
Date Issued _____
Remarks: _____

New Additional Product
 Renewal Additional Feedmill/
Store

APPROVED:

Director

(see back pls.)

ATTACHMENT D1 2/2
AFSD Form No.1 (back)

INSTRUCTIONS

I. WHERE TO APPLY

Registration forms in triplicate copies can be secured from the BAI's Animal Feeds Standard Division (AFSD), Visayas Avenue, Diliman, Quezon City from the DA regional offices, or from the provincial veterinary office, and file the accomplished and notarized copies at the Office of the Chief, BAI for recording evaluation, processing and assignment of registration number.

II. DOCUMENTS REQUIRED: TO BE ATTACHED TO THE APPLICATION FORMS ARE:

A. Manufacturers (Commercial Mixed Food/Feed Ingredient Manufacturer).

- a. A Certified/photo copy of permit with the Bureau of Domestic Trade
- * b. Xerox copy of ECC from the Environmental Management Bureau and Permit to Operate from DENR / LLDA for Metro Manila. For outside Metro Manila corresponding Permit to Operate from the Department of Environment and Natural Resources in The locality and Environment Compliance Certificate from the Environmental & Management Bureau of the local DENR
- c. For partnership only: Copy of Articles of Partnership duly registered with the Security and Exchange Commission (SEC).
- d. For corporation only: Copy of Articles of Incorporation and By-Laws, duly registered with SEC
- e. For cooperatives only: Copy of Articles of Cooperative and By-Laws, duly registered with the Bureau of Cooperatives and list of members and their corresponding animal population.
- * f. Xerox copy of Mayor's permit for the current year.
- g. Blue print or sketch of the plant layout.
- h. Latest picture of feedmill with the owner/authorized representative; one taken outside and one taken inside.
- i. List of raw materials suppliers with corresponding address, telephone and products supplied.
- * j. Affidavits for Licensed Consultants (either a & b and chemist):
 - 1. Licensed Veterinarian with xerox copy of valid PRC I.D. or
 - 2. Animal Nutritionist with xerox copy of diploma, and
 - 3. Licensed Chemist with xerox copy of valid PRC I.D.
- l. A copy of the feeding trial conducted on the product to be registered.
- m. Facsimile or draft of the proposed tag or label
- n. Brand Name Clearance (BAI Approval).
- o. Sample of not less than 250 grams (1/4 kilo) of each kind of product.
- p. Analysis Fee - P 700.00 per sample for complete proximate analysis.
- q. Xerox copy of registration paper of the laboratory if not owned by the manufacturer, and copy of Memorandum of Agreement (MOA) For Feed Laboratory Accreditation Purposes.
 - 1. Test assay determination and analysis being conducted by the laboratory.
 - 2. Feed Laboratory facilities and equipment;
 - 3. Feed Laboratory capability; and
 - 4. Feed Laboratory prescribed fees.
- * a. Annual Registration Fee - *Per rated capacity:

1. less than 25.0 MT	-	P 450.00
2. 25.1 to 50.0 MT	-	540.00
3. 50.1 to 100 MT	-	630.00
4. more than 100 MT	-	720.00

NOTE: After approval of the tag or label, satisfactory analysis of the sample and approval of the plant layout, the applicant shall pay the corresponding registration fee to the BAI cashier for processing and approval by the Director of the Animal Industry. (Applicable to Importers and Suppliers also.)

B. NON-COMMERCIAL MANUFACTURER

- a. Xerox copy of Permit from BDT/SEC
- * b. Xerox copy of Mayor's Permit for current year
- * c. Affidavit of Consultant/Chemist
- * d. PTO and ECC from the DENR
- * e. Registration Fee - P 180.00
- f. Affidavit of Animal Population

C. IMPORTER/INDENTOR

- 1. Importer
 - a. Xerox copy of Value Added Tax for current year
 - * b. Xerox copy of Mayor's Permit for current year
 - c. Xerox copy of License from SEC
 - d. For corporation-xerox copy of Articles of Incorporations and By-laws from SEC
 - e. Samples of not less than 250 grams (1/4 kilo) of each kind of product
 - f. Facsimile or draft of the proposed tag or label for each feed product for approval
 - g. Brochures/Catalogue, Tag with chemical analysis
 - h. Technical Product Description/Assay Procedures/Protocol for each feed additive, feed supplement, etc.
 - i. Analysis Fee P 700.00 per sample for complete proximate analysis
 - * j. Xerox copy of Pro-forma Invoice
 - k. Government Certificate of Analysis from country of origin
 - l. Government Certificate of Free Sale
 - m. Government Certificate of Exclusivity (for exclusive distributorship)
 - n. Government Certificate of Good manufacturing Practice/Procedure (for Feed Additives, Supplements country of origin)
 - o. Permit from FDA Country of Origin
 - p. Health/Sanitary Permit of Manufacturer/Supplier from the Country of Origin
 - * r. Registration Fee (480.00)
 - s. Brand Name Clearance (BAI Approval)

D. SUPPLIER:

- a. Xerox copy of VAT for current year
- * b. Xerox copy of Mayor's permit for current year
- c. Samples of not less than 250 grams (1/4 kilo) for each kind of product (Initial registration)
- d. Analysis Fee of P 760.00 per sample for complete proximate analysis
- * e. Registration Fee (P 240.00)
- f. Labels indicating guaranteed analysis of raw materials being sold.
- g. Brand Name Clearance (BAI Approval)

E. DISTRIBUTOR/RETAILER

- * a. Xerox copy of Mayor's Permit for current year
- b. Xerox copy of VAT
- * c. Registration Fee

1. Distributor / Dealer	-	P 120.00
2. Retailer	-	60.00

III INSPECTION FEE

An inspection fee of sixty centavos (P 0.60) per metric ton shall be levied on all ingredients, mixed feeds and concentrates; and twenty five centavos (P 0.25) per kilogram for premixes, additives and supplements that are manufactured locally or imported.

Inspection fee shall be paid monthly on the basis of total feed ingredients manufactured or imported. Upon request the manufacturer or importer shall show to the inspector all records of production or importation for the months in question. Parts or fraction of a ton shall be considered as one ton.

IV. DISPLAY OF REGISTRATION CERTIFICATE

Registration Certificate shall be displayed conspicuously in the place of business (feedmill/store) and readily visible to the public.

V. EXPIRATION

The certificate of registration shall expire on the 31st of December every year. Renewal of registration without surcharge is on or before January 21 of every year.

*To be submitted annually.

ATTACHMENT D2
 Import Permit

 <p>Republic of the Philippines Department of Agriculture BUREAU OF ANIMAL INDUSTRY Diliman, Quezon City</p> <p style="text-align: center;">IMPORT PERMIT</p>		REFERENCE NO.:
		DATE OF ISSUE:
		SHIPMENT DATE:
		SPECIFICATION:
NAME:	QUANTITY:	COMMODITY:
ADDRESS:	PORT OF ENTRY:	ORIGIN:
		TRANSHIPMENT:
<p>GENTLEMEN :</p> <p>With reference to the application of the above person / entity, this permit is issued to inform that the Agency interposes no objection to the above importation and therefore may be allowed to proceed with transaction subject to compliance with other pertinent rules and regulations.</p> <p>This permit is further subject to the provisions of RA 1556, RA 3720, RA 6675 and DA Administrative Order Nos. 24 & 25 and to such other rules and regulations as may be issued by the Director of BAI in addition to the following:</p> <ol style="list-style-type: none"> 1. All importers shall submit regularly monthly Importation Reports and photo copies of all pertinent shipping documents such as commercial invoice, bill of lading and packing list to the Animal Feeds Standard Division of this Bureau every 15th of the month. 2. The above products shall be presented to authorized representative/ quarantine officer of the BAI for inspection and clearance upon arrival of the shipment. Failure to do this shall mean revocation of this permit. 3. As per DA-A08 s.2002; DA-MC8; 11 and 12 s.2003 (Pls. refer to Annexes I, II and III of DA-MC12 s.2003) all regulated articles for direct use shall be accompanied by a Declaration of GMO Content to be submitted to BAI Quarantine Officer upon arrival of shipment. <p style="text-align: right;">Very truly yours,</p> <p>IMPORTANT: The original copy of this Permit should be surrendered to the Veterinary Quarantine Officer at the Port of Entry.</p>		

ATTACHMENT E1 1/2
AFSD Form No.2 (front)

BAI-AFSD Form No. 2

Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Metro Manila
TIN: 30000746316
APPLICATION FOR LICENSING
OF VETERINARY DRUG AND PRODUCT ESTABLISHMENTS
(Under R.A. 3720 - Food, Drugs and Devices and Cosmetics Act,
R.A. 6675 - Generics Act of 1988 and R.A. 1556 -
The Livestock and Poultry Feeds Act)

Latest
1" x 1"
ID Picture
(Owner or Rep.)

_____ Date

Name of Applicant: _____
(Surname) (Given Name) (M.I.) T.I.N.

Nationality: _____ Res. Address: _____
Nature of Business: _____
(VDAP Manufacturer/VDAP Trader/VDAP Distributor/Importer/VDAP Wholesaler/VDAP Exporter/VDAP Outlet)

Trade Name: _____ Tel. No.: _____
Business Organization _____
(Sole Proprietorship/Partnership/Corporation/Others (Specify))

Plant/Store Address: _____ Tel. No.: _____
No. of Warehouse (s): _____ Address: _____
Laboratory Address: _____ Tel. No.: _____

Name of Chemist: _____ PRC Reg. No. _____ Valid Until _____
Name of Veterinarian: _____ PRC Reg. No. _____ Valid Until _____
Name of Pharmacist: _____ PRC Reg. No. _____ Valid Until _____

Are you a Member of any Veterinary Drug Association? _____
If yes, state Name(s) of Association: _____

Applicant/Authorized Representative
(Print Name & Signature)

SUBSCRIBED AND SWORN to before me, this _____ day of _____, 19 _____
The affiant exhibited to me his/her Community Tax Certificate No. A _____ issued at _____
on _____, 19 _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of 19 _____

Documentary
Stamp
Affixed Here

Notary Public

RAFVDAPCO

Region

RECOMMENDING APPROVAL:

(To be filled-up by BAI-AFSD)

BAI License to Operate No. _____
Date Issued _____
BFAD LTO No. _____
Date Issued _____
Fee _____
Official Receipt No. _____
Date Issued _____
Remarks: _____
[] New _____
[] Renewal _____
[] Revalidation _____

APPROVED:

Director

(see back pls.)

CHECKLIST OF REQUIREMENTS FOR VETERINARY DRUG AND PRODUCT PREMISES AND WATER SOLUBLE ESTABLISHMENT/OUTLETS

General Requirements:

- _____ * Notarized and accomplished Petition Form/Joint Affidavit of Undertaking
- _____ * Xerox copy of Mayor's Permit for the current year
- _____ Xerox copy of Business Name Registration with BDT/SEC(if corporation) and Articles of Inc
- _____ ID (5 x 5 cm) picture of the Owner/Gen. Manager/Veterinarian
- _____ * Xerox copy of Pharmacist/Veterinarian Registration/Board Certificate and PTR
- _____ * Notarized valid Contract of Lease of the space/building occupied, if the applicant does not own it
- _____ Batch distribution record book duly registered with BFAD/BAI
- _____ Reference Books:
 1. USP/NF (Latest Edition)
 2. R.A. 3720, R.A. 6675, R.A 5921
 3. Remington's Pharmaceutical Sciences (Latest Edition)
 4. Goodman & Gilman Pharmacological Basis of Therapeutics
 5. British Pharmacopeia
 6. Philippine National Veterinary Formulary
- _____ Location Plan
- _____ Certificates of Attendance of Veterinarian/Pharmacist to the re-orientation seminar and consultation meeting regarding veterinary drug and product
- _____ * List of products to be manufactured/distributed in Generic and with Brand Names

Additional Requirements:

A. MANUFACTURER:

- _____ * Environmental Clearance Certificate (ECC) and Permit to Operate from the Local DENR
- _____ * Current Floor Plan with complete dimension and proposed floor plan in accordance to approved Good Manufacturing Practice (GMP)
- _____ * List of manufacturing/quality control equipment
- _____ * Affidavit of Consultant

B. TRADER:

- _____ * Notarized valid Contract of Agreement with the manufacturer containing a stipulation that both manufacturer and trader are jointly responsible for the quality of products
- _____ * Affidavit of Consultant
- _____ * Environmental Clearance Certificate/Permit to Operate of Contracted Laboratory

C. DISTRIBUTOR:

1. Importer:
 - _____ * Foreign Agency Agreement.
 - _____ * Current GMP Certificate issued by a Government Health Agency, duly Authenticated by the Phil. Consulate at the country of origin
 - _____ * Government Certificate of Clearance and free sale or registration approval of the product from the country of origin duly Authenticated by the Phil. Consulate at the country of origin
2. Exporter:
 - _____ * A valid Contract of Agreement with BFAD Licensed Manufacturer/Supplier.
3. Wholesaler:
 - _____ * A valid Contract of Agreement with BFAD/BAI Licensed Manufacturer/Trader and /or Distributor
 - _____ * Certification that the products it sells are registered with BFAD/BAI.
 - _____ * Complete list of products to be sold with there corresponding product registration numbers

D. OUTLET:

- _____ Certification that the products it sells are registered with BFAD/BAI
- _____ Complete list of products to be sold with corresponding product registration numbers

E. CHANGES IN CIRCUMSTANCES:

- _____ Official letter re: change of address/owner/business name etc
- _____ Surrender original/old LTO, CPR and approved label
- _____ Deed of Sale/Transfer of Rights in case of change of ownership
- _____ Notarized Affidavit of Veterinarian in case of change.
- _____ Duly notarized Declaration Form for any change(s) in the product

Schedule of Fees

<u>Establishment</u>	<u>Initial</u>	<u>Renewal</u>
VDAPM	P 6,000.00	P 12,000.00(2 yrs.)
VDAPT	3,600.00	7,200.00 (2 yrs.)
VDAPD	2,400.00	4,800.00 (2 yrs.)
Importer		
Wholesaler		
Exporter		
VDAP Outlet	P240.00	P480.00

Surcharge: A fifty percent (50%) of the amount due shall be levied on every expired LTO

* To be submitted upon renewal for current year

ATTACHMENT E2 1/2
 AFSD Form No. 3 Registration of VDAP Products (front)

BAI-AFSD Form No. 3

Republic of the Philippines
 Department of Agriculture
 BUREAU OF ANIMAL INDUSTRY
 Metro Manila

Latest
 1" x 1"
 ID Picture
 (Owner or Rep.)

APPLICATION FOR REGISTRATION FOR
 VETERINARY DRUGS AND PRODUCTS
 Under: R.A. 3720, R.A. 6675, R.A. 1556
 TIN: 300000746316

Date

Name of Applicant: _____
 (Surname) (Given Name) (M.I.) T.I.N.

Nationality: _____ Res. Address: _____

Nature of Business: _____
 (VDAP Manufacturer/VDAP Trader/VDAP Distributor/Importer/VDAP Wholesaler/VDAP Exporter/VDAP Outlet)

Trade Name: _____ Tel. No.: _____

Business Organization _____
 (Sole Proprietorship/Partnership/Corporation/Others (Specify))

Plant/Store Address: _____ Tel. No.: _____

Name of Product (Generic): _____

Brand Name (if any): _____

No. of Active Ingredients: _____
 (Single / Fixed dose combination / Multi-component)

Available scientific and product evidence and experience on the veterinary use: _____
 (Investigational / New / Tried & Tested / Established / Pharmaceuticals as Therapeutic Innovation of Tried & Tested on Established VDAP)

Pharmacologic / Therapeutic Category: _____
 (As specified in the PNPDF)

Source or Circumstance of VDAP Production: _____
 (Imported finished/ locally-manufactured from imported/local materials)

Brand Identification & Patent Protection of VDAP: _____
 (Branded & Patented/Branded & Off-Patent/Unbranded & Off-Patent)

Prescribing and dispensing regulations applicable: _____
 (OTC/Ethical or Prescription VDAP /Dangerous VDAP/VDAP requiring precaution in prescribing and dispensing)

Applicant/Authorized Representative
 (Print Name & Signature)

SUBSCRIBED AND SWORN to before me, this _____ day of _____, 20____
 The affiant exhibited to me his/her Community Tax Certificate No. A _____ issued at _____
 on _____, 20____.

Doc. No. _____
 Page No. _____
 Book No. _____
 Series of 20 _____

Documentary
 Stamp
 Affixed Here

Notary Public

RAFVDAPCO

Region

RECOMMENDING APPROVAL:

(To be filled-up by BAI-AFSD)

BAI License to Operate No. _____
 Date Issued _____
 BAI CPR No. _____
 Date Issued _____
 Valid Until _____
 Fee _____
 Official Receipt No. _____
 Date Issued _____
 Remarks: _____
 New
 Renewal
 Revalidation

APPROVED:

Director

(see back pls.)

ATTACHMENT E2 2/2
 AFSD Form No. 3 Registration of VDAP Products (back)

CHECKLIST OF REQUIREMENTS

FOR INITIAL/RENEWAL OF REGISTRATION OF VETERINARY DRUGS AND PRODUCT PREMIXES AND WATER SOLUBLES

- | | | |
|------------|-------|--|
| one copy | 1. * | Letter of application from manufacturer / traders / distributor. |
| one copy | 2. * | Xeroxed copy of license to operate. (BFAD / BAI) |
| one copy | 3. * | Certificate of Agreement between manufacturer & distributor. |
| two copies | 4. * | List of amounts and technical specifications of all ingredients used as component of the product. |
| one copy | 5. * | Full description of the methods used, the facilities and controls in the manufacture, processing and packaging of the products. |
| two copies | 6. | Technical specification and physical description of the finished products. |
| two copies | 7. | Complete assay procedure for active ingredients, finished product and degradation products, if any. |
| two copies | 8. * | Certificate of Analysis of the batch/lot number of sample submitted (BAI Accredited Laboratory). |
| two copies | 9. * | Stability studies of the product to justify claimed expiration date. (Accelerated Stability Date - from at least three (3) elevated temperatures). |
| two copies | 10. * | Unattached generic labels or proposed and other labelling materials to be used for the product (In accordance with A.O. 55, S. 1988). |
| _____ | 11. | Sufficient samples (in market or commercial presentation for laboratory analysis). |
| _____ | 12. | Evidence of registration fee payment. (Charge slip/Official Receipt) |
| _____ | 13. * | Duly notarized Declaration Form. |
| _____ | 14. | Brand Name Clearance. |
| _____ | 15. * | Xerox copy of PRC license of Veterinary Medical officer. |
| _____ | 16. | MRL and ADI of the product. |
| _____ | 17. * | Copy of latest certificate of product registration. |

ADDITIONAL REQUIREMENTS FOR IMPORTERS OR AUTHORIZED DISTRIBUTOR
 FROM FOREIGN SOURCES

- | | | |
|-------|------|--|
| _____ | 1. * | Government Certificate of Clearance and Free Sale/registration approval of the product from country of origin. |
| _____ | 2. * | Government Certificate attesting to the status of the manufacturer competency and reliability of the personnel and facilities. |

Note: Items 1 & 2 should be duly authenticated by territorial Philippine Consulate or in the absence of the Consulate, any equivalent regulatory government agency.

SCHEDULE OF FEES

Upon application for registration of a veterinary drug and product, the following non-refundable fees to be paid in full for the entire selected period of registration shall be charged:

Initial Registration:

- | | | | |
|-----|--|---|--|
| () | Investigational Veterinary Drug and Product application | - | P 1,000.00/year |
| () | New Veterinary Drug and Product application for Marketing Surveillance - | - | P 6,000.00 for 3 years + cost of Laboratory Analysis |
| () | New VDAP for General or Restricted Use | - | P 4,000.00 for 2 years + cost of Laboratory Analysis |
| () | New Pharmaceutical or Therapeutic Innovation | - | - do - |
| () | Unbranded Generic | - | P 1,200.00 for 2 years + cost of Laboratory Analysis |
| () | Branded Generic | - | P 2,400.00 for 2 years _ cost |

Renewal of Registration:

- | | |
|-----|---|
| () | P 1,800.00 for 5 years + cost of Laboratory Analysis. |
|-----|---|

Inspection Fee:

Inspection fee is P 0.25 per kilogram for premix, additives and supplements that are manufactured locally or imported abroad. Inspection fee shall be paid monthly on the basis of total VDAP manufactured or imported.

* To be submitted for renewal of registration.

ATTACHMENT E3 1/2

Requirements as listed in Checklist No. 2 (new) or 3 (renewal)

BAI AFSD CHECKLIST NO. 2
(C2)

**CHECKLIST OF REQUIREMENTS FOR INITIAL REGISTRATION OF
VETERINARY DRUG AND PRODUCT PREMIXES AND WATER SOLUBLE**

PRODUCT NAME: _____
NAME OF COMPANY: _____
GENERIC NAME OF THE PRODUCT: _____

- _____ 1. Notarized letter of application from manufacturer/trader/distributor.
- _____ 2. Duly accomplished AFSD Form No. 3
- _____ 3. Certificate of Agreement between the manufacturer and the distributor.
- _____ 4. List of amounts and technical specifications of all the ingredients used as a component of the product.
- _____ 5. Full description of the methods used, the facilities and controls in the manufacture, processing and packaging of the product.
- _____ 6. Technical specification and physical description of the finished product.
- _____ 7. Complete assay procedure for the active ingredients (finished product and degradation products if any).
- _____ 8. Certificate of Analysis of the batch/lot number of sample submitted (P.M. and other P.M. Accredited Laboratory)
- _____ 9. Stability studies of the product to justify claimed expiration date (Accelerated Stability Data from at least three (3) elevated temperatures or actual stability)
- _____ 10. Unattached generic label or facsimile label and other labelling materials to be used for the product with **actual color text (3 copies)**, in accordance with A.O. 55 s. 1988.
- _____ 11. Duly accomplished Declaration Form
- _____ 12. Brand name clearance
- _____ 13. Xerox copy of the PRC license of the Veterinary Medical Officer
- _____ 14. MRL and ADI of the product (where applicable)
- _____ 15. Sufficient samples (in market or commercial presentation)
- _____ 16. Evidence of registration fee payment (charge slip/ official receipt)

**ADDITIONAL REQUIREMENTS FOR IMPORTERS OF AUTHORIZED
DISTRIBUTOR FROM FOREIGN SOURCES**

1. Government certificate of clearance and free sale / Registration approval of the product from the country of origin
2. Government certificate attesting to the status of the manufacturer's competency and reliability and reliability of the personnel and facilities.
1 & 2 duly authenticated by territorial Philippine consulate.

(AFSD-RMS Evaluator)

ATTACHMENT E3 2/2

Requirements as listed in Checklist No. 2 (new) or 3 (renewal)

BAI AFSD CHECKLIST NO. 3
(C)

CHECKLIST OF REQUIREMENTS FOR RENEWAL OF REGISTRATION
OF VETERINARY DRUG AND PRODUCT PREMIXES AND WATER
SOLUBLE

PRODUCT NAME : _____

NAME OF COMPANY : _____

GENERIC NAME OF THE PRODUCT: _____

- _____ 1. Notarized letter of application
- _____ 2. Duly accomplished AFSD Form #3- to include printed name and signature of Veterinary Medical Officer
- _____ 3. Photocopy of License to Operate (BFAD/BAI)
- _____ 4. Original copy of latest registration certificate (CPR)
- _____ 5. Foreign Agency Agreement/Distributorship Agreement/Manufacturing Agreement
- _____ 6. Certificate of Analysis of the batch/lot number of sample submitted (BAI Accredited Laboratory)
- _____ 7. Duly accomplished Declaration Form
- _____ 8. **Actual commercial labels** (3 copies)
- _____ 9. Copy of the previously approved label.
- _____ 10. Photocopy of PRC License of Veterinary Medical Officer.

AFSD-VDAPIRS Evaluator

ATTACHMENT E4
Certificate of Product Registration



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Dillman, Quezon City
TIN No.: 30000746316
TIN NO.: 30000746316

CIP No. 05-12002
Date November 29, 2005

CERTIFICATION

TO WHOM IT MAY CONCERN:

This is to certify that Blaine Marketing Corporation with business address at
(Name of Company)
#7 Martinez St., Ph. II, Blk. 1, Gatchalian Subd., Las Piñas, MM is duly registered with this Office as
VDAPD Importer with Registration Certificate No. VDAPDI - 0175

That the imported Ascorbic Acid From China
(Commodities) *(Origin)*

under

BAI Import Permit No.	<u>IP-05-12002</u>	Date Issued	<u>November 29, 2005</u>
Proforma Invoice No.	<u>10-42087-05RR</u>	Date Issued	<u>November 21, 2005</u>
Bill of Lading No.	_____	Date Issued	_____

is/are Feed Supplement (Vitamin) intended for trading purposes.

This is to certify that Ascorbic Acid is/are
(Commodities)

registered with BAI/BFAD for livestock, poultry and aquaculture use only.

This certification is being issued upon the request of Blaine Marketing Corporation and is valid for this particular importation only.

ATTACHMENT E5
Notice of Non-Compliance

AFSD-SES Form 2A



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Visayas Avenue, Diliman, Quezon City

Date

NOTICE OF NON-COMPLIANCE

Issued to:

Your firm/ store has been found not complying with the requirements of the Foods, Drugs, Devices and Cosmetics Act (R.A. 3720), as amended by E.O. No. 175 and the Generics Act of 1988 (R.A. 6675) and its implementing rules and regulations and the Memorandum of Agreement between the Department of Health and the Department of Agriculture signed on September 15, 1991 as marked below:

- Non-display of registration certificate
- Unlawful use of a registration number
- Unregistered Veterinary Drug and Product (VDAP) establishment/outlet and products
- Distribution and sale of mislabelled or misbranded veterinary drug and product
- Distribution and sale of non-generic veterinary drug and product
- Distribution and sale of custom-mixed veterinary drug and product
- Tampering with packaged veterinary drug and product for fraudulent purposes
- Willful removal, alteration or effacement of the prescribed tags, labels, marking or other information placed on package of VDAP
- Fraudulent alteration or use of certificate of analysis of any official analyst
- Willful obstruction, resistance or opposition to the inspector or authorized representative of the Director of Animal Industry in the execution of this duties under this Act
- Unauthorized disposition of VDAP under detention
- Importation of unregistered VDAP; and
- Other violations:

You are hereby ordered to stop such practice. Succeeding violation will be used as basis for suspension/ cancellation of registration license. You are further advised to stop the sale in the market of your unregistered product until you have complied with the requirements of the law.

Non-compliance to these rules and regulations shall subject the offender to the penalties under R.A. 3720 or the Foods, Drugs and Devices and Cosmetics Act as amended, and R.A. 6675 or the Generics Act of 1988.

RECEIVED COPY:

TIME: _____ A.M. / P.M

ATTACHMENT F1

Revised Information of Countries Requesting Accreditation to Export Livestock And their Products to the Philippines 1/ 10



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
National Veterinary Quarantine Services
Diliman, Quezon City

REVISED INFORMATION OF COUNTRIES REQUESTING ACCREDITATION TO EXPORT LIVESTOCK AND THEIR PRODUCTS TO THE PHILIPPINES¹

1. Organisation and structure of Veterinary Services

a) National Veterinary Services

Organisational chart including numbers, positions and numbers of vacancies.

b) Sub-national Veterinary Services

Organisational charts including numbers, positions and numbers of vacancies.

c) Other providers of Veterinary Services

Description of any linkage with other providers of *Veterinary Services*.

2. National information on human resources

a) Veterinarians

i) Total numbers of:

- veterinarians registered in the country who are graduates from internationally recognised veterinary schools which are registered accordingly in the WHO/FAO World Directory of Veterinary Schools;
- graduate veterinarians not included above.

ii) Numbers of:

- full time government veterinarians: national and sub-national;
- part time government veterinarians: national and sub-national;
- private veterinarians authorised by the *Veterinary Services* to perform

¹ Adopted from the 2003 OIE Terrestrial Animal Health Code

ATTACHMENT F1

Revised Information of Countries Requesting Accreditation to Export Livestock And their Products to the Philippines 2/ 10

official veterinary functions. *(Describe accreditation standards, responsibilities and/or limitations applying to these private veterinarians.)*

iii) Animal health:

Numbers associated with farm livestock sector on a majority time basis in a veterinary capacity, by geographical area *(Show categories and numbers to differentiate staff involved in field service, laboratory, administration, import/export and other functions, as applicable.):*

- full time government veterinarians: national and sub-national;
- part time government veterinarians: national and sub-national;
- privately-employed veterinarians.

iv) Veterinary public health:

Numbers employed in food inspection on a majority time basis, by commodity *(Show categories and numbers to differentiate staff involved in inspection, laboratory and other functions, as applicable.):*

- full time government veterinarians: national and sub-national;
- part time government veterinarians: national and sub-national;
- privately-employed veterinarians.

v) Numbers of veterinarians relative to certain national indices:

- per total human population;
- per farm livestock population, by geographical area;
- per livestock-farming unit, by geographical area.

vi) Veterinary education:

- number of veterinary schools;
- length of veterinary course (years);
- international recognition of veterinary degree.

b) Graduate staff (non-veterinarian)

Details to be provided by category (including biologists, biometricians, economists, engineers, lawyers, other science graduates and others) on numbers within national

ATTACHMENT F1

Revised Information of Countries Requesting Accreditation to Export Livestock And their Products to the Philippines 3/10

Veterinary Services and available to national *Veterinary Services*.

c) Technical assistants employed by the *Veterinary Services*

i) Animal health:

- Numbers involved with farm livestock on a majority time basis:
 - . by geographical area;
 - . proportional to numbers of field *Veterinary Officers* in the *Veterinary Services*, by geographical area.
- Education/training details.

ii) *Veterinary public health*:

- Numbers in food inspection on a majority time basis:
 - . meat inspection: export meat establishments with an export function and domestic meat establishments (no export function);
 - . dairy inspection;
 - . other foods.
- Numbers in import/export inspection.
- Education/training details.

d) Support staff

Numbers directly available to *Veterinary Services* per sector (administration, communication, transport).

e) Descriptive summary of the functions of the various categories of staff mentioned above

f) Additional information and/or comments.

3. Financial management information

a) Total budgetary allocations to the *Veterinary Services* for the current and past two fiscal years:

- i) for the national *Veterinary Services*;

ATTACHMENT F1

Revised Information of Countries Requesting Accreditation to Export Livestock And their Products to the Philippines 4/10

- ii) for each of any sub-national veterinary authorities;
 - iii) for other relevant government-funded institutions.
- b) Sources of the budgetary allocations and amount:
- i) government budget;
 - ii) sub-national authorities;
 - iii) taxes and fines;
 - iv) grants;
 - v) private services.
- c) Proportional allocations of the amounts in a) above for operational activities and for the programme components of *Veterinary Services*.
- d) Total allocation proportionate of national public sector budget (*This data may be necessary for comparative assessment with other countries which should take into account the contexts of the importance of the livestock sector to the national economy and of the animal health status of the country.*).
- e) Actual and proportional contribution of animal production to gross domestic product.
4. Administration details
- a) Accommodation
- Summary of the numbers and distribution of official administrative centres of the *Veterinary Services* (national and sub-national) in the country.
- b) Communications
- Summary of the forms of communication systems available to the *Veterinary Services* on a nation-wide and local area bases.
- c) Transport
- i) Itemised numbers of types of functional transport available on a full-time basis for the *Veterinary Services*. In addition provide details of transport means available part-time.
 - ii) Details of annual funds available for maintenance and replacement of motor vehicles.

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Revised Information of Countries Requesting Accreditation to Export Livestock And their Products to the Philippines 5/10

5. Laboratory services

a) Diagnostic laboratories (laboratories engaged primarily in diagnosis)

- i) Descriptive summary of the organisational structure and role of the government veterinary laboratory service in particular its relevance to the field *Veterinary Services*.
- ii) Numbers of veterinary diagnostic laboratories operating in the country:
 - government operated laboratories;
 - private laboratories accredited by government for the purposes of supporting official or officially-endorsed animal health control or public health testing and monitoring programmes and import/export testing.
- iii) Descriptive summary of accreditation procedures and standards for private laboratories.
- iv) Human and financial resources allocated to the government veterinary laboratories, including staff numbers, graduate and post-graduate qualifications and opportunities for further training.
- v) List of diagnostic methodologies available against major diseases of farm livestock (including poultry).
- vi) Details of collaboration with external laboratories including international reference laboratories and details on numbers of samples submitted.
- vii) Details of quality control and assessment (or validation) programmes operating within the veterinary laboratory service.
- viii) Recent published reports of the official veterinary laboratory service which should include details of specimens received and foreign animal disease investigations made.
- ix) Details of procedures for storage and retrieval of information on specimen submission and results.
- x) Reports of independent reviews of the laboratory service conducted by government or private organisations (if available).
- xi) Strategic and operational plans for the official veterinary laboratory service (if available).

ATTACHMENT F1

Revised Information of Countries Requesting Accreditation to Export Livestock And their Products to the Philippines 6/10

- b) Research laboratories (laboratories engaged primarily in research)
 - i) Numbers of veterinary research laboratories operating in the country:
 - government operated laboratories;
 - private laboratories involved in full time research directly related to animal health and veterinary public health matters involving production animal species.
 - ii) Summary of human and financial resources allocated by government to veterinary research.
 - iii) Published programmes of future government sponsored veterinary research.
 - iv) Annual reports of the government research laboratories.
- 6. Functional capabilities and legislative support
 - a) Animal health and veterinary public health
 - i) Assessment of the adequacy and implementation of relevant legislation (national or sub-national) concerning the following:
 - animal and veterinary public health controls at national frontiers;
 - control of endemic animal diseases, including zoonoses;
 - emergency powers for control of exotic disease outbreaks, including zoonoses;
 - inspection and registration of facilities;
 - veterinary public health controls of the production, processing, storage and marketing of meat for domestic consumption;
 - veterinary public health controls of the production, processing, storage and marketing of fish, dairy products and other foods of animal origin for domestic consumption;
 - registration and use of veterinary pharmaceutical products including vaccines.
 - ii) Assessment of ability of *Veterinary Services* to enforce legislation.

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Revised Information of Countries Requesting Accreditation to Export Livestock And their Products to the Philippines 7/10

b) Export/import inspection

- i) Assessment of the adequacy and implementation of relevant national legislation concerning:
 - veterinary public health controls of the production, processing, storage and transportation of meat for export;
 - veterinary public health controls of production, processing, storage and marketing of fish, dairy products and other foods of animal origin for export;
 - animal health and veterinary public health controls of the export and import of *animals*, animal genetic material, animal products, animal feedstuffs and other products subject to veterinary inspection;
 - animal health controls of the importation, use and bio-containment of organisms which are aetiological agents of animal diseases, and of pathological material;
 - animal health controls of importation of veterinary biological products including vaccines;
 - administrative powers available to *Veterinary Services* for inspection and registration of facilities for veterinary control purposes (if not included under other legislation mentioned above);
 - documentation and compliance.
- ii) Assessment of ability of *Veterinary Services* to enforce legislation.

Animal health and veterinary public health controls

a) Animal health

- i) Description of and sample reference data from any national animal disease reporting system controlled and operated or coordinated by the *Veterinary Services*.
- ii) Description of and sample reference data from other national animal disease reporting systems controlled and operated by other organisations which make data and results available to *Veterinary Services*.
- iii) Description and relevant data of current official control programmes including:
 - epidemiological surveillance or monitoring programmes;
 - officially approved industry-administered control or eradication programmes for specific diseases.

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Revised Information of Countries Requesting Accreditation to Export Livestock And their Products to the Philippines 8/10

- iv) Description and relevant details of animal disease emergency preparedness and response plans.
- v) Recent history of animal disease status:
 - animal diseases eradicated nationally or from defined sub-national zones in the last ten years;
 - animal diseases of which the prevalence has been controlled to a low level in the last ten years;
 - animal diseases introduced to the country or to previously free sub-national regions in the last ten years;
 - emerging diseases in the last ten years;
 - animal diseases of which the prevalence has increased in the last ten years.
- b) Veterinary public health
 - i) Food hygiene
 - Annual national slaughter statistics for the past three years according to official data by species of animals (bovine, ovine, porcine, caprine, poultry, farmed game, wild game, equine and other).
 - Estimate of total annual slaughterings which occur but are not recorded under official statistics.
 - Proportion of total national slaughter which occurs in registered export establishments, by category of animal.
 - Proportion of total national slaughter which occurs under veterinary control, by category of animal.
 - Numbers of commercial fresh meat establishments in the country which are registered for export by national *Veterinary Services*:
 - slaughterhouses (indicate species of *animals*);
 - cutting/packing plants (indicate meat type);
 - meat processing establishments (indicate meat type);
 - cold stores.
 - Numbers of commercial fresh meat establishments in the country approved

ATTACHMENT F1
Revised Information of Countries Requesting Accreditation to Export Livestock
And their Products to the Philippines 9/10

and other *Veterinary Services* to be described in summary form.

8. Quality Systems

a) Accreditation

Details and evidence of any current, formal accreditation by external agencies of the *Veterinary Services* of any components thereof.

b) Quality manuals

Documented details of the quality manuals and standards which describe the accredited quality systems of the *Veterinary Services*.

c) Audit

Details of independent (and internal) audit reports which have been undertaken of the *Veterinary Services* of components thereof.

9. Performance assessment and audit programmes

a) Strategic plans and review

i) Descriptive summary and copies of strategic and operational plans of the *Veterinary Services* organisation.

ii) Descriptive summary of corporate performance assessment programmes which relate to the strategic and operational plans - copies of recent review reports.

b) Compliance

Descriptive summary of any compliance unit which monitors the work of the *Veterinary Services* (or elements thereof).

c) Annual reports of the national *Veterinary Services*

Copies of official annual reports of the national (sub-national) *Veterinary Services*.

d) Other reports

i) Copies of reports of official reviews into the function or role of the *Veterinary Services* which have been conducted within the past three years.

ii) Descriptive summary (and copy of reports if available) of subsequent action taken on recommendations made in these reviews.

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Revised Information of Countries Requesting Accreditation to Export Livestock And their Products to the Philippines 10/10

e) Training

- i) Descriptive summary of in-service and development programmes provided by the *Veterinary Services* (or their parent Ministries) for relevant staff.
- ii) Summary descriptions of training courses and duration.
- iii) Details of staff numbers (and their function) who participated in these training courses in the last three years.

f) Publications

Bibliographical list of scientific publications by staff members of *Veterinary Services* in the past three years.

g) Sources of independent scientific expertise

List of local and international universities, scientific institutions and recognised veterinary organisations with which the *Veterinary Services* have consultation or advisory mechanisms in place.

10. Membership of the OIE

State if country is a member of the OIE and period

ATTACHMENT F2
 Certificate of Inspection of Place of Quarantine 1/2

Republic of the Philippines
 Department of Agriculture
 BUREAU OF ANIMAL INDUSTRY
 Diliman, Quezon City

_____ Date

CERTIFICATE OF INSPECTION OF PLACE OF QUARANTINE

To Whom It May Concern:

This is to certify that on this date, an inspection has been made on a proposed quarantine site, with the following findings:

Name of Importer/Owner: _____
 Address (Office): _____
 Address (Farm): _____
 Telephone Number: _____
 Contact Person: _____
 Animals to be Quarantined: _____
 Number of Animals to be Quarantined: _____
 Expected Arrival of Animals: _____
 Country of Origin: _____

Pointers	Evaluation	
1. Location and site	___ Satisfactory	___ Unsatisfactory
2. Quality of appropriate perimeter and divisional fences	___ Satisfactory	___ Unsatisfactory
3. Restriction of visitors or unauthorized person and/or vehicles	___ Satisfactory	___ Unsatisfactory
4. Absence of stray animals	___ Adequately met	___ Inadequately met
5. Housing facilities	___ Satisfactory	___ Unsatisfactory
6. Water supply and facilities	___ Adequate	___ Inadequate
7. Adequacy of disinfectant and equipment	___ Satisfactory	___ Unsatisfactory
8. Drainage facilities	___ Satisfactory	___ Unsatisfactory
9. Disposal system of dead animals, carcasses, manure, litters and other farm waste	_____	_____

ATTACHMENT F2
Certificate of Inspection of Place of Quarantine 2/2

- | | | |
|--|---|---|
| 10. Presence of well-trained caretakers | <input type="checkbox"/> Adequately met | <input type="checkbox"/> Inadequately met |
| 11. Provisions for feed/roughage and other supplies for maintenance during the quarantine period | <input type="checkbox"/> Adequate | <input type="checkbox"/> Inadequate |
| 12. Provisions for designating the quarantine site i.e. sign, boards, etc. | <input type="checkbox"/> Adequate | <input type="checkbox"/> Inadequate |
| 13. Presence of security personnel to safeguard the movements of unauthorized personnel within the quarantine site | <input type="checkbox"/> Adequately met | <input type="checkbox"/> Inadequately met |
| 14. Availability of equipment/tools to be used in the health maintenance of animals being quarantined | <input type="checkbox"/> Adequate | <input type="checkbox"/> Inadequate |
| 15. Provisions for veterinary supplies like ectoparasites, fly control sprays, etc. | <input type="checkbox"/> Adequate | <input type="checkbox"/> Inadequate |

Remarks and recommendations:

Inspecting Officer

ATTACHMENT F3
Veterinary Quarantine Clearance to Import (front) 1/2



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Diliman, Quezon City

**VETERINARY QUARANTINE CLEARANCE TO IMPORT
FEEDER STOCK CATTLE
(AUSTRALIA)**

IMPORT PERMIT NO. CS - 1065

NAME OF IMPORTER: _____ STATE/PROV. _____
ADDRESS: _____ PURPOSE: _____
TEL. NO.: _____ DATE ISSUED: _____
QUARANTINE SITE: _____ EXPIRY DATE: _____

DESCRIPTION:

ITEM NO:	BREED	:	SEX	:	NUMBER OF HEAD
----------	-------	---	-----	---	----------------

This permit shall be valid for only one shipment. Failure to import the quantity allowed will result in a forfeiture of the right to import the balance. The importation of the above-described animals is hereby granted subject to the conditions described at the back of this permit.

APPROVED:

2001 51

RECOMMENDING APPROVAL:

ATTACHMENT F3
 Veterinary Quarantine Clearance to Import (back) 2/2

IMPORT TERMS AND CONDITIONS

1. That a government veterinary officer at the point of origin shall declare under oath stating the following:
 - a. That the cattle originate from farms which are under surveillance by the government veterinary service and to the best of their knowledge and belief the cattle have come from premises which have not had any outbreak of the following diseases for the past one (1) year prior to the movement, and that the animals are free of clinical evidence of said diseases:

Johne's Disease	Q Fever
Bovine Malignant Catarrh	Anaplasmosis
Enzootic Bovine Leucosis	Babesiosis
Infectious Bovine Rhinotracheitis	Sporadic Bovine Encephalomyelitis
Mucosal Disease/Bovine Virus Diarrhea Complex	
 - b. That the cattle originate from farms classified tested negative, monitored negative or confirmed free status for Brucellosis;
 - c. That the cattle have undergone a negative official field PPD Tuberculosis Test as part of a Government-approved program or originate from an officially Tuberculosis-free herd for at least the last eighteen (18) months;
 - d. That the cattle originate from properties free from clinical evidence of Bluebongue;
 - e. That the cattle have been treated with an approved acaricide within 48 hours of embarkation or have been treated with an approved residual pour-on acaricide within 96 hours of embarkation;
 - f. That the cattle have been treated with an approved agent for internal parasites immediately prior to embarkation;
 - g. That the cattle have been specifically examined prior to embarkation and are considered fit and free from clinical evidence of Infectious or Contagious Diseases of Cattle;
 - h. That the cattle have been transported directly from the isolation area to the point of embarkation.
2. That no animals or other ruminants shall be permitted aboard the ship or aircraft from another country during the time when the animals are on board the ship or aircraft.
3. That no stops or ports of call are permitted while the animals are on board the ship or aircraft during transit.
4. That upon arrival at the first Philippine port of call, straws, beddings, manure and similar materials accompanying the animals (except pelleted feed stored separate and apart from the animals) must be removed and incinerated. The animal area and equipment must be cleaned and disinfected.
5. Should any of the above disease break out on board the ship/aircraft while the animals are in transit, the ship shall not be permitted to dock at the port of entry and the animals therein shall not be unloaded but shall be disposed of:
 - a. by returning the animals to the point of origin;
 - b. by killing or destroying the animals on board and burning and burying their carcass in an isolated place to be designated by the Director of Animal Industry.
6. If the animals, upon arrival at the port of entry, are found after the inspection by the representative of the Bureau to be apparently free from evidence of the diseases mentioned, the following requirements shall be complied with accordingly:
 - a. that a landing permit shall be issued by the representative of the Bureau of Animal Industry for the animals;
 - b. that the animals shall be unloaded to a truck or trailer and transported immediately to any place, that the Director of Animal Industry may designate, where the animals may be placed under quarantine for a period of at least thirty (30) days from the date of their arrival depending upon the condition of the animals;
 - c. that the animals shall be removed from the location of quarantine while undergoing the isolation period;
 - d. that the animals while in quarantine should be subjected to periodic inspection and serological testing by the authorized representative by the Director of the Animal Industry;
 - e. that the amount of the test shall be borne by the importer;
 - f. should any of the above mentioned disease break out after the animals are loaded, all the infected animals are to be condemned, burned and/or buried at the expense of the owner. No compensation shall be paid for any animal destroyed.
7. That upon termination of the quarantine period, the removal of the animal shall be duly authorized by the Director of Animal Industry.
8. The permittee shall pay to the Bureau of Animal Industry the following fees:
 - a. For the issuance of this Import Permit **P 45.00**
 - b. For the inspection and issuance of Notice of Arrival of the said animals at the port of entry **P 12.00 each**.
 This permit is subject to cancellation should any dangerous communicable animal disease break out at the place of origin, or maybe revoked at any time before the expiry date if the interest of the government so requires.

ACCEPTANCE

I CEV-1065 do hereby accept the foregoing Import Permit **No CS- 1065** and agree, bind and obligate myself to comply with all terms and conditions stipulated therein and that my failure to comply with any of the terms and conditions is cause for revocation of the said permit and/or confiscation of the imported feeder stock cattle.

IMPORTER

BY: _____
 AUTHORIZED REPRESENTATIVE

ATTACHMENT F4
Notification of Arrival

FROM : SIMON ENTERPRISES INC :: PHONE NO. : 0322552413

Oct. 10 2005 04:28PM P1

10 October 2005

Dr. Davinio Catbagan
Director
Chief Veterinary Officer
Bureau of Animal Industry

Dear Dr. Catbagan,

Greetings!

I would like to inform you that our shipment will be arriving on Tuesday, October 18, 2005 at Mactan, Cebu direct from Brisbane, Australia. The expected arrival time in Cebu is at 7:30 pm - 8:00pm.

In line with this, I want to ask what are the requirements that I should prepare so I can unload the shipment immediately, avoiding the goats to be stuck in the airport overnight.

If you have any queries, just contact me at the following details:

Tel. Number: (032) 255-2030
Fax Number: (032) 255-2413
Mobile Number: 0917-6299799
Email Address: ketti_c@yahoo.com

Thank you,


Ketti Chua
Officer-in-Charge
FIWEGON FARMS, INC.

air
atlas Cargo
9:38 pm

ATTACHMENT F5
Landing Permit



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Diliman, Quezon City

October 11, 2005

Date

**LANDING PERMIT
FOR BREEDER LIVESTOCK**

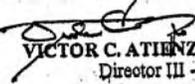
The District Collector of Customs
Mactan International Airport, Cebu

Sir:

I have the honor to inform you that a shipment of 705 heads Goat into the Philippines for breeding/ fattening Purposes under Import Permit No. GTS-23 dated September 29, 2005 is scheduled to arrive on or about October 18, 2005 on board Atlas Air Cargo at the Mactan International Airport. The Goats are consigned to FJWEGON FARMS, INC.

The animals upon arrival and after inspection by the Regional quarantine personnel if found to be apparently free from dangerous communicable animal diseases and issued the necessary landing permit have to be unloaded from the said vessel to a truck or trailer for direct shipment to the owner's farm at Cebu where the animals will be quarantined for thirty (30) days.

Very truly yours,


VICTOR C. ATIENZA, DVM, FRVC, CESO IV
Director III - Assistant Director

Copy furnished:
Vet. Quarantine Officer

Bureau of Animal Industry
Visayas Avenue, Diliman, Quezon City 1101 Philippines
Tel. No. (632) 927-0971 Fax No. 928-2429

ATTACHMENT G1
Importer's Accreditation Requirements



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
National Veterinary Quarantine Services
Visayas Avenue, Diliman, Quezon City
925-4343/ Fax 920 0815

**REQUIREMENTS FOR THE ACCREDITATION OF
MEAT IMPORTERS**

General

- Letter of intent addressed to BAI Director
- Mayor's Business Permit (certified true copy)
- DTI or SEC Registration (certified true copy)
- BIR – TIN (certified true copy)
- CIIS accreditation (certified true copy)
- Letter of authority for the company's representative
- Notarized lease of contract or proof of ownership of warehouse/cold storage facility

Specific

- Meat traders – list of prospective buyers
- Meat Processors – NMIC accreditation certificate
- Hotel, Restaurants, etc – BFAD cert. of Sanitary Permit

For inquiries: Contact any NVQS staff at 925 4343

ATTACHMENT G2
AO serving as Certificate of Accreditation of Foreign Source



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Office of the Secretary
Elliptical Road, Diliman, Quezon City

12 November 2001

ADMINISTRATIVE ORDER

No. 26
Series of 2001

SUBJECT: ACCREDITATION OF AYAMAS FOOD CORPORATION BERHAD OF MALAYSIA TO EXPORT PRIMARY AND FURTHER PROCESSED CHICKEN INTO THE PHILIPPINES

WHEREAS, the Department of Agriculture Philippine Mission in Malaysia, after thorough investigation and evaluation of two Poultry Processing Plants, has submitted their recommendations regarding the importation of primary and further processed chicken from Malaysia;

NOW, THEREFORE, I, LEONARDO Q. MONTEMAYOR, Secretary of Agriculture, by the powers vested in me by law, do hereby accredit AYAMAS FOOD CORPORATION BERHAD POULTRY PROCESSING PLANT (JPH Est. No. 01) located at Lot PT 20153, Jalan Pelabuhan Utara, 42000 Pelabuhan Klang, Selangor Darul Ehsan, Malaysia;

Hence, the following conditions are set forth, to wit:

1. that the specified Malaysian Department of Veterinary Services accredited poultry processing plant stated above is allowed to export primary and further processed chicken to the Philippines;
2. that all importation of primary and further processed chicken shall be accompanied by:
 - a) Veterinary Quarantine Clearance (VQC) or International Veterinary Certificate (IVC) from the Bureau of Animal Industry (BAI) and have complied with the rules and regulation of the BAI and the National Meat Inspection Commission (NMIC);
 - b) Veterinary Health Certificate issued by the Malaysian Department of Veterinary Services;
 - c) International Sanitary Certificate issued by the Malaysian Department of Public Health;
 - d) Other relevant certification on drug, pesticide, and hormonal residues and heavy metal contaminants;

All orders, rules and regulations or parts thereof which are inconsistent with the provisions of this Order are hereby repealed or amended accordingly.

This Order shall take effect immediately.

Leonardo Q. Montemayor
LEONARDO Q. MONTEMAYOR
Secretary

ATTACHMENT G3
Meat Importer's Inspection Report (Unnamed document)



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Diliman, Quezon City

Company:	_____
Office Address:	_____ _____
Proprietor:	_____
Storage Address:	_____ _____
Telephone Nos.:	Office _____ Storage _____
Contact Person:	_____
Category:	<input type="checkbox"/> Processor <input type="checkbox"/> Restaurant <input type="checkbox"/> Trader <input type="checkbox"/> Hotel

Commodity to be imported: Refrigerated Non-refrigerated
Specify: _____

Documents submitted:

- SEC Registration
- DTI Registration
- Mayor's Business Permit
- Storage – Lease Agreement
- Storage – Proof of Ownership
- Others _____

Remarks:

Representative of importing company: _____
(Signature over printed name)

Inspector: _____
Date of inspection: _____

ATTACHMENT G4
Certificate of Accreditation



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Visayas Avenue, Diliman, Quezon City

Accreditation No. 0508033

Certificate of Accreditation

This is to certify that

LA TIENDA CORPORATION

upon satisfying all the requirements set by the Bureau of Animal Industry,
Department of Agriculture, is hereby allowed to import:

MEAT AND MEAT PRODUCTS

This accreditation is valid for a period of two years from the date of issue,
subject to existing rules and regulations.

Issued this : 14th day of September, 2005


DAVINO P. CATBAGAN, DVM
OIC, Director

ATTACHMENT G5

Requirements for the Issuance of Veterinary Quarantine Clearance to Import Meat and Other Animal Products from Accredited Countries

REQUIREMENTS FOR THE ISSUANCE OF VETERINARY QUARANTINE CLEARANCE TO IMPORT MEAT AND OTHER ANIMAL PRODUCTS FROM ACCREDITED COUNTRIES

New Applicants

I. MEAT PROCESSORS

1. License to operate business (DPI or SIC Registration),
2. HIBAC Accreditation of Processing Plant,
3. Letter of Request addressed to the Director of BAI (3 copies, must contain product to be exported, exporting company, country of origin, volume in lbs., packaging, volume per container),
4. Accomplished Meat Importation No. 1 (available At BAI),
5. Proforma Invoice (original) duly signed by the exporter (3 copies)
6. Inspection of warehouse/ processing plant,
7. Layout of processing plant,
8. Company's Letter of Authority for its official liaison officer/s with ID picture (permanent or alternate)

II. MEAT TRADERS

1. License to operate business (DPI or SIC Registration),
2. Mayor's permit,
3. Letter of Request addressed to the Director of BAI (3 copies, must contain product to be exported, exporting company, country of origin, volume in lbs., packaging, volume per container),
4. Accomplished Meat Importation No. 1 (available At BAI),
5. Proforma Invoice (original) duly signed by the exporter (3 copies)
6. Inspection of warehouse/ processing plant,
7. Layout of processing plant,
8. Copy of Lease or Contract of Storage, and
9. Company's Letter of Authority for its official liaison officer/s with ID picture (permanent or alternate)

III. HOTELS, RESORTS AND RESTAURANTS

1. License to operate business (DPI or SIC Registration),
2. BOI Accreditation (except for Supermarkets),
3. Letter of Request addressed to the Director of BAI (3 copies, must contain product to be exported, exporting company, country of origin, volume in lbs., packaging, volume per container),
4. Accomplished Meat Importation No. 1 (available At BAI),
5. Proforma Invoice (original) duly signed by the exporter (3 copies)
6. Inspection of warehouse/ processing plant,
7. Layout of processing plant,
8. Company's Letter of Authority for its official liaison officer/s with ID picture (permanent or alternate)

ATTACHMENT G6
Veterinary Quarantine Inspection Certificate (VQIC)

Republic of the Philippines
Department of Agriculture
Bureau of Animal Industry
VETERINARY QUARANTINE SERVICE

_____ Date

VETERINARY QUARANTINE INSPECTION CERTIFICATE (VQIC)
(To be Presented to NMIC Personnel at Cold Storage/Warehouse)

This is to certify that the undersigned had inspected at the _____ the shipment described below:

Consignee: _____
Commodity: _____
Volume: _____
Container No: _____
Date of Arrival: _____
Date of Release: _____
VQC No.: _____
Country of Origin: _____
Storage/Warehouse: _____

This further certifies that initial inspection suggest said importation complied with all the requirements of the National Veterinary Quarantine Services, Bureau of Animal Industry, Department of Agriculture.

That the above-mentioned shipment while at cold storage/warehouse be still subjected to NMIC rules and regulations.

Veterinary Quarantine Officer/Inspector

Republic of the Philippines
Department of Agriculture
Bureau of Animal Industry
VETERINARY QUARANTINE SERVICE

_____ Date

VETERINARY QUARANTINE INSPECTION CERTIFICATE (VQIC)
(To be Presented to NMIC Personnel at Cold Storage/Warehouse)

This is to certify that the undersigned had inspected at the _____ the shipment described below:

Consignee: _____
Commodity: _____
Volume: _____
Container No: _____
Date of Arrival: _____
Date of Release: _____
VQC No.: _____
Country of Origin: _____
Storage/Warehouse: _____

This further certifies that initial inspection suggest said importation complied with all the requirements of the National Veterinary Quarantine Services, Bureau of Animal Industry, Department of Agriculture.

That the above-mentioned shipment while at cold storage/warehouse be still subjected to NMIC rules and regulations.

ATTACHMENT G7
 Imported Meat Inspection Clearance (IMIC)



REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF AGRICULTURE
NATIONAL MEAT INSPECTION COMMISSION
 Visayas Ave., Diliman, Quezon City

31

NMIC Form No. 20

MIEAID Control No. _____

IMPORTED MEAT INSPECTION CLEARANCE
(IMIC)

TO WHOM IT MAY CONCERN:

This is to certify that the following meat / meat products imported by _____
 from _____
 upon physical inspection was/were found to be apparently **FIT FOR HUMAN CONSUMPTION**.

Product Description: _____
 Volume (MT): _____
 Brand Name: _____
 Production Date: _____
 Expiry Date: _____
 Manufacturer's Name: _____
 Establishment No. _____
 Packing Size/Format: _____
 Inspection Marks: _____

- The above item(s) is/are covered by:
- () International Veterinary Certificate No. _____ dated: _____
 - () Bill of Lading No. _____ dated: _____
 - () Container No. _____ 20' 40' dated: _____
 - () Commercial Sales Invoice No. _____ dated: _____
 - Exporter _____
 - Address _____
 - () VQC No. _____ dated: _____
 - VQIC No. _____ dated: _____
 - () Lab. Request Field Control No. _____ dated: _____

Inspected this _____ day of _____ at _____

Further, these meat / meat products are subject to mandatory recall should the laboratory results prove that these are unfit / unsafe for human consumption.

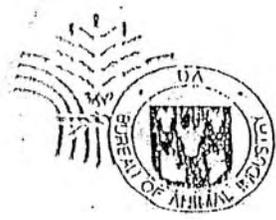
Received by:

 Authorized Representative
 Signature over Printed Name

 Meat Control Officer/Inspector
 Signature over Printed Name

Cc: Regional Office
 Office of the Executive Director

ATTACHMENT H1
Local Shipping Permit (for poultry) 1/2



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Diliman, Quezon City

Permit No. 771-780

Date Nov. 21, 2005

TO WHOM IT MAY CONCERN:

MR./MS. _____ is hereby
given permission to transport 5,000 heads of Day Old Chicks
from Manila to Ilocos Region
by Land for Growing purposes.

Upon arrival of the said animal/s at destination, they shall be subjected to such quarantine and test as the Director of the Bureau of Animal Industry deemed necessary.

November 28, 2005

This permit shall expire on _____ and is subject to cancellation should any dangerous communicable animal disease break out at the place of origin or may be revoked at any time before the said date if the interest of the government so requires.

BY AUTHORITY OF THE DIRECTOR:

NOTE: Subject to inspection/disinfection at _____

ARLENE V. VYTACO, D.V.M.
Officer-In-Charge
Quarantine & Inspection Services Section

ATTACHMENT

ATTACHMENT H1
Local Shipping Permit (for meat) 2/2



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Diliman, Quezon City

LOCAL SHIPPING PERMIT
(Meat / Meat Products)

Permit No. 1675

Date : NOVEMBER 21, 2005

TO WHOM IT MAY CONCERN:

	MR./MS. _____	Is hereby given	
	permission to transport the following:		
1.	BEEF RIB EYE	IMPORTED	30.0 kgs
2.	BEEF SHORT RIBS	"	100.0 kgs
3.	BEEF TENDERLOIN	"	50.0 kgs
4.	LAMB LEG B-IN	"	20.0 kgs
5.	LAMB LEG B-LESS	"	20.0 kgs
6.	LAMB RACK FRENCH	"	20.0 kgs
7.	LAMB RACK STANDARD	"	20.0 kgs
8.	LAMB SHANKS B-IN	"	20.0 kgs
9.	xxxxxxxxxxxx nothing follows xxxxxxxxxxxx		
10.	_____		
11.	_____		
12.	_____		

from MANILA to (CEBU)
by PLANE For commercial purposes.

Upon arrival of the said Meat / Meat products at destination, it shall be subjected to such quarantine and test as the Director of the Bureau of Animal Industry deemed necessary.

This permit shall expire on NOVEMBER 21, 2005 and is subject to cancellation should any dangerous communicable animal disease breakout at the place of origin or may be revoked at any time before the said date if the interest of the government so requires.

BY AUTHORITY OF THE DIRECTOR:

NOTE: Subject to inspection/disinfection at the port of entry

SIGNATURE

Please see attached original copy of NMIC Certificate

DESIGNATION

ANIMAL HEALTH DIVISION- BUREAU OF ANIMAL INDUSTRY
Phone Number : 928-2743 / 928-2836 Fax : 928-1778

ATTACHMENT I1
 Official Meat Inspection Certificate (OMIC)

NO. 21



REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF AGRICULTURE
 NATIONAL MEAT INSPECTION COMMISSION

OFFICIAL MEAT INSPECTION
 CERTIFICATE

		EXPORTER/ADDRESS	
		CONSIGNEE/ADDRESS	
		DATE OF DEPARTURE	PORT OF LOADING
ABATTOIR/POULTRY D.P. & ACCREDITATION NO.	PROCESSING PLANT/ & ACCREDITATION NO.	VESSEL/AIRCRAFT	PORT OF DISCHARGE
MARKS, NUMBERS AND CONTAINERS NO.	NUMBER AND KIND OF PACKAGE	DESCRIPTION OF GOODS	NET WT. AND VALUE
<p>I hereby certify that the shipment specified above were prepared, processed and packed under the following conditions:</p> <p>(1) They were derived from food animals slaughtered at an accredited abattoir for export purposes, passed ante-mortem and post-mortem veterinary inspection, found to be free from dangerous communicable animal diseases and, suitable in every way for human consumption.</p> <p>(2) In the preparation, processing and packing of the meat/meat products, no injurious ingredients were used and that all necessary precautions were observed to prevent and preclude danger to public that may result from the consumption of these products.</p> <p>Issued this _____ day of _____ at _____ Philippines.</p>			SEAL
Signature of Veterinary Officer		Executive Director	

ATTACHMENT I2
International Veterinary Certificate (IVC)



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Diliman, Quezon City

INTERNATIONAL VETERINARY CERTIFICATE

Name and Address of Consignor :

Name and Address of Consignee:

Description of Goods

Weight Declared: Place of Origin Mark and No.

Number and Type of packages

Container No .

Seal No.

Name, Address and Approval No. of the
approved establishment (if applicable)

EST. NO.

Place of Dispatch Country and Place of Destination:

Means of Conveyance Date of Dispatch

Date of Slaughter/ Manufacture

Date of Inspection

I, the undersigned certify that:

1. *HPAI, Newcastle Disease and Fowl Cholera are designated as notifiable diseases in the Philippines;*
2. *The Philippines has been free from HPAI for at least 90 days from the issue date of this Certificate;*
3. *The premises of origin (including hatcheries) are confirmed free from HPAI by serological or virological examination.*
4. *There is no occurrence of Newcastle Disease, Fowl Cholera and other infectious and/ or serious poultry diseases of poultry within 50 km radius from the premises of origin for a period of at least 90 days before shipment;*
5. *Vaccination against HPAI is prohibited in the Philippines;*
6. *The poultry processing plant is accredited by the National Meat Inspection Commission (NMIC) of the Department of Agriculture (DA) and is routinely provided with government inspector to ensure that sanitary procedures are properly carried out;*
7. *The poultry meat has passed the ante- and post- mortem inspections conducted by the government inspector;*
8. *The poultry meat are packed in sanitary or new containers with an " Inspection Passed " mark and the name and number of the authorized processing plant;*
9. *The poultry meat are stored and transported in such a way as to keep them from being contaminated with any causative agent of infectious animal diseases.*
10. *The animal health measures in addition to those above were all in accordance with the existing regulations being enforced in the Philippines.*
11. *The processing including slaughtering and dressing has been done in accordance with poultry meat inspection requirements at least equivalent to that based on Japanese Food Sanitation Law and Poultry Slaughtering Business Control and Poultry Inspection Law.*

Place of issue:

Date of Issue:

ORIGINAL SIGNED BY OFFICER

Chief Veterinary Officer