



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

21 May 2003

**Memorandum Circular**

No. 5  
Series of 2003

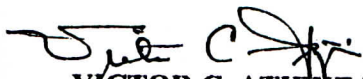
**Subject:** Implementing Rules and Regulations for the DA Administrative Order No 3 Series of 2003, Entitled Amendments to Administrative Order No 6, Series of 2002

To carry out effectively the intents and purposes of the DA Administrative Order No 3, Series of 2003 regarding the importation of processed dog and cat pet food, you are hereby informed of the following:

1. That only pet food importers duly registered with the Bureau of Animal Industry (BAI) from December 31, 2002 to July 2, 2003 and manufacturing plants that currently export pet food to the Philippines and have complied with the provisions of **DA-AO No 6 Series of 2002** and **DA-AO No 3 Series of 2003** are considered accredited and will be subjected to re-evaluation and re-accreditation upon renewal of registration;
2. That from July 2, 2003 onwards, only pet foods duly registered and produced by the manufacturing plants accredited by BAI will be allowed for importation;
3. That all new manufacturers willing to export processed dog and cat food for local distribution should apply for accreditation with the BAI prior to any importation;
4. That the following are the basic requirements for accreditation:
  - a. duly accomplished and notarized application form for accreditation of manufacturers of dog and cat pet food (BAI-AFSD Form No 4)
  - b. Name of Consultant/Veterinarian and his/her credentials, e.g. professional license
  - c. Laboratory capabilities
  - d. List of equipment and specifications
  - e. Test animals ( a facility should have at least 5 dogs or 5 cats)
5. That in line with the aforementioned accreditation, a mandatory ocular inspection and evaluation of the foreign manufacturers plant laboratory facilities and/or premises shall

- be conducted by the authorized BAI representative and the cost of the same shall be borne by the exporting company;
6. That a subsequent ocular inspection of the foreign manufacturer's plant and/or premises shall be conducted **every two (2) years** from the date of the initial accreditation or whenever deemed by the BAI to be necessary;
  7. That an import permit need not be secured for the importation provided an **International Veterinary Certificate** duly issued by the exporting country's veterinary authority with appropriate attestation shall be secured for every importation in lieu of the aforementioned Import Permit;
  8. That an inspection fee at the rate of **P0.60/MT** shall be collected upon entry by the Veterinary Quarantine Officers;
  9. That all importers shall submit regularly Importation Reports and photocopies of all pertinent shipping documents with corresponding official receipts issued by the Veterinary Quarantine Officer of the BAI to the Animal Feeds Standard Division (AFSD) *every 15<sup>th</sup> day of each month*;
  10. That all products imported pursuant to the aforementioned Administrative Order shall be subject to inspection, evaluation/verification of registration and clearance upon arrival by the Veterinary Quarantine Officer or his duly authorized representative. Failure to comply with the foregoing shall result in the revocation of the Importer's registration and manufacturer's accreditation.

For the guidance and compliance of all concerned.



**VICTOR C. ATIENZA, DVM, FRVC**  
*Officer in-Charge*  
Office of the Director