



Republic of the Philippines  
Department of Agriculture  
**OFFICE OF THE SECRETARY**  
Elliptical Road, Diliman  
Quezon City 1100, Philippines

April 10, 2018  
Department of Agriculture  
Administrative Circular No. 08  
Series of 2018

Subject: **OPERATIONAL GUIDELINES FOR THE DEPUTATION/DESIGNATION  
AND TRAINING OF ANIMAL WELFARE ENFORCEMENT OFFICERS  
(AWEOS)**

## 1.0 Background

- 1.1 Section 10 of the IRR of RA 8485 as amended by RA 10631, provides that the Secretary of the Department of Agriculture (DA) shall deputize Animal Welfare Enforcement Officers (AWEOS) from the non-government organizations, citizens groups, community organizations and other volunteers who shall undergo the necessary training;
- 1.2 The law also provides for the designation of AWEOS by the Philippine National Police, the National Bureau of Investigation and other law enforcement agencies, as well as, by the LGUs, who will be responsible in the seize and rescue of illegally traded and maltreated animals, and to arrest violators of the Act in general; and
- 1.3 Thus, the design and conduct of the Training Program is imperative to cater the capability needs of the AWEOS for issuance of Deputation/ Designation Order, and Certificate of Completion.

## 2.0 Objectives

The formulation of this Administrative Circular is to provide guidelines for the deputation of Animal Welfare Enforcement Officers (AWEOS), conduct of training of AWEOS, and issuance of certificates to deputized and designated AWEOS from the non government organizations, citizens groups, community organizations, law enforcement agencies and other volunteers.

## 3.0 Scope and Coverage

DA Regional Offices, non government organizations, citizens groups, community organizations, law enforcement agencies and other volunteers

## 4.0 Legal Compliance

- Republic Act No. 8485, as amended by RA 10631 and its implementing rules and regulation

## 5.0 Policy Content and Guidelines

- 5.1 The DA-Bureau of Animal Industry/ Regional Animal Welfare Officers (RAWO) shall receive applications for AWEOS, and maintain a database;
- 5.2 The DA-BAI/ RAWO shall undertake the evaluation of NGOs for accreditation by the Department, and evaluate the eligibility of AWEOS as designated by the accredited NGOs;
- 5.3 The DA-BAI may invoke the assistance and coordination of the PNP, NBI and other law enforcement agencies for the training and designation of AWEOS within their respective agencies.
- 5.4 The DA-BAI shall spearhead the conduct of the Training Program for AWEOS, in coordination with Agricultural Training Institute and/or other appropriate government agency;

*Part I* shall consist of topics on: (a) Animal Welfare Concepts, (b) Roles and Functions of the Implementing Agencies and the Committee on Animal Welfare, (c) Formulated guidelines to implement animal welfare, (d) among others

*Part II* shall consist of: (a) Implementing Mechanisms and Delineation of Functions of AWEOS, (b) Prospective animal violations, (c) Strategies in addressing issues and concerns, (d) Sample Forms

*Part III* Case Studies and Simulation Exercises

- 5.6 An AWEO Deputation Order shall be issued to individual applicants, upon completion of the three (3) phases of the Training Program; and Certificates of Completion to the designated AWEOs, upon completion of the required training:

The DA-BAI shall submit a list of applicants who have undergone the required training, to the Office of the Secretary after five (5) days of satisfactory completion of the training program, for issuance of Deputation Order and Certificate of Completion

- 5.8 The DA-BAI shall ensure that a proper budget is provided for the implementation of this program

**6.0 Repealing Clause**

All Department Administrative, directives, orders or other related issuances inconsistent herewith in part or in full, are hereby modified, revoked, or repealed accordingly.

**7.0 Effectivity**

This Department Administrative Circular shall take immediately.

**8.0 Approving Authority**

  
EMMANUEL F. PIÑOL  
Secretary

DEPARTMENT OF AGRICULTURE  
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