



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

June 30, 2020

**MEMORANDUM ORDER**

No. 35

Series of 2020

**Subject: IMPLEMENTING GUIDELINES IN THE ESTABLISHMENT OF FEED MILLS FOR CIVIL SOCIETY ORGANIZATIONS (CSOs), STATE UNIVERSITIES AND COLLEGES**

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**I. DESCRIPTIVE OF THE PROJECT**

The Department of Agriculture (DA) is implementing the National Livestock Program (NLP) that aims to increase livestock and poultry production; improve livestock productivity, increase income of livestock farmers by providing access to technology, resources, support services and infrastructure; and provide environment necessary for continuous growth and development of the livestock and poultry industry.

The establishment of feed mill through the Bureau of Animal Industry (BAI) in partnership with Civil Society Organizations (CSOs) and State Universities and Colleges (SUCs) is a project supportive to the implementation of the NLP that seeks to address the problem of high input cost in livestock farmers through accessible and affordable animal feeds which shall spur livestock-based livelihood projects.

**II. OBJECTIVES**

The project intends to provide low cost but quality feeds utilizing readily available ingredients such as corn, rice, cassava, and other feed crop resources. The product of these raw materials necessary for feed formulation necessitates production thereby increasing farmers' income that assures sustainable livestock and production in the countryside.

The project will generate research-based technologies in animal nutrition and production which will enrich students theoretical and technical learning that will develop knowledge and entrepreneurial skills.

*"A food-secure Philippines with prosperous farmers and fisherfolk"*



### III. PROJECT IMPLEMENTER /PARTNER

The BAI and the CSO, and SUC are the major partners in the implementation of the project where the facility is expected to provide services accessible to the livestock and poultry producers. The DA-RFO shall serve as the coordinating body between BAI,CSO and SUC including assistance in the conduct of monitoring and evaluation of the project.

### IV. FUNDING

The source of fund for the project shall be through the General Appropriations of the NLP following the disbursement rules set by the Department of Budget and Management (DBM) and guided by the government rules and regulations.

### V. ELIGIBILITY REQUIREMENTS

The proponent must be compliant to the following requirements:

1. Letter of Intent addressed to the Director of the BAI
2. Project proposal by the proponent approved by the BAI Director
3. Certificate of Land Title/ Usufruct/Deed of Donation/ or any legal document that will lend credence for the use of land as site for the facility
4. The Identified site must have source of water, electricity and a good road network with transport services
5. Relatively peaceful in the area
6. Availability of raw materials or feed crops in the area
7. The CSO must be a duly accredited organization or cooperative by the Department of Agriculture Regional Field Office
8. The CSO/SUC must have no unliquidated fund released to them by the Department of Agriculture.

### VI. MECHANICS OF IMPLEMENTATION

1. The selection, screening and validation of the project proposal shall be done by the Technical Working Group (TWG) created and organized by BAI
2. Preparation of Memorandum of Agreement (MOA) shall be spearheaded by the BAI
3. The CSO/SUC shall design a marketing distribution system where backyard livestock and poultry producers are the primary recipient of feeds produced
4. The CSO/SUC shall make the feed mill available for students and farmers training
5. The CSO/SUC shall provide the necessary personnel to manage and operate the feed mill
6. A joint partnership with the Department of Agriculture- Regional Field Office (DA-RFO) should be established for coordination purposes and to assist in monitoring the project
7. Proponents must submit quarterly and annual report to the project implementation.



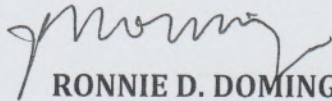


VII. PROJECT COORDINATION, MONITORING AND EVALUATION

The BAI shall supervise the establishment of the project in coordination with DA-RFO. The DA-RFO shall take the lead in monitoring and evaluation of the project as well as in the conduct of proponent assessment to determine CSO/SUCs qualification.

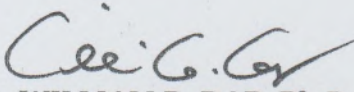
This Memorandum Order shall take effect immediately upon signing and shall supersede all other issuances that are inconsistent herewith.

RECOMMENDED BY:

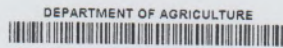


**RONNIE D. DOMINGO, DVM, MSc**  
Officer-in-Charge, Director - BAI

APPROVED:



**WILLIAM D. DAR, Ph.D**  
Secretary  
Department of Agriculture



DEPARTMENT OF AGRICULTURE  
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