



**Joint Memorandum Circular (JMC)**

No. 04  
**Series of 2020**

**IMPLEMENTING RULES AND REGULATIONS (IRR)  
Rice Resiliency Project - Rice Farmers Fertilizer Assistance**

**1. RATIONALE**

The COVID-19 pandemic has caused new challenges in the food systems as countries change their trade policies resulting in limited movement of goods including food. These policy shifts pose threats to countries relying on the global market for food. Without proper actions, the threat of hunger is as real as the threat of COVID-19, thus the need to ramp up local food production to address potential scarcity and hunger.

Highlighting the significance of rice to local food security and price stability, being the major source of caloric intake for the Filipinos, one of the projects under *DA Ahon-Lahat Pagkain Sapat (ALPAS) Kontra COVID-19* or Agri Plant, Plant, Plant Program (Agri 4Ps) is the Rice Resiliency Project (RRP), which aims to increase local rice production to combat global trade uncertainties and put the country to a more food-secure position.

Under this Project, major farm inputs for adopting high-yielding technologies would be promoted industry-wide to increase local rice supply during the wet season cropping of 2020. RRP has three (3) sub-projects namely: (1) Rice Competitiveness Enhancement Fund (RCEF)-Enhanced; (2) Expanded Inbred Rice Production (3) Expanded Hybrid Rice Production in Suitable Areas.

Currently, we are already at the peak of crop establishment in the countryside for the 2020 wet season cropping. The application of fertilizers at the right time is crucial in achieving the overall goal of the Project, which is to increase food sufficiency through improved local rice production. This will help ensure the country's food availability, accessibility and affordability, particularly in this trying time where food is of utmost importance.

Recognizing the challenges on restricted mobility brought by quarantine measures affecting distribution of government assistance to the localities with individual beneficiaries, the DA decided to devise the RRP - Rice Farmers Fertilizer Assistance (RRP-RFFA), also referred to as "Fertilizer Assistance", an alternative mechanism that ensures the effective and efficient roll out of the RRP fertilizer support component down to the community level, and conforms to the current community quarantine protocols.

This Joint Memorandum Circular (JMC) shall flesh out the details of the availment of individual farmers and/or Farmers Cooperative and Associations (FCAs) for the "Fertilizer Assistance".

## **2. LEGAL BASIS**

President Rodrigo Roa Duterte signed Proclamation No. 922 declaring a State of Public Health Emergency throughout the Philippines upon the recommendation of the Department of Health (DOH), following the confirmed local transmission of the novel coronavirus disease (COVID-19).

The outbreak of COVID-19 constitutes an emergency that threatens national security. It requires a whole-of-government response aligned with the Four-Door Framework for COVID-19 of the DOH and the efforts of all concerned government agencies and local government units (LGUs).

The declaration of a State of Public Health Emergency capacitates government agencies and LGUs to utilize appropriate resources to implement urgent and critical measures to prevent the spread of COVID-19, and mitigate its effects and impact to all sectors/industries and communities.

By virtue of Republic Act (R.A.) No. 11469, otherwise known as "Bayanihan to Heal As One Act", funds have been allocated to the DA for the National Rice Program amounting to Eight Billion Five Hundred Million Pesos (Php 8,500,000,000.00) under Special Allotment Release Order (SARO) No. SARO-BMB-E-20-00066864 dated April 15, 2020 to support the implementation of Rice Resiliency Project (RRP) of DA Ahon-Lahat Pagkain Sapat (ALPAS) Kontra COVID-19 Program wherein industry-wide provision of major farm inputs such as high quality rice seeds and Urea fertilizers will be intensified. A total of Two Billion Eight Hundred Eight Million Five Hundred Twenty Three Thousand Seven Hundred Sixty Pesos (PhP 2,808,523,760.00) is allotted for the distribution of seeds while Five Billion Six Hundred

Ninety One Million Four Hundred Seventy Seven Thousand Pesos (Php 5,691,477,000.00) for the distribution of fertilizers.

Per Memorandum Order No. 31, series of 2020, the DA devised a new mechanism on the distribution of fertilizers to farmers, through reimbursement of procured/sourced fertilizers. A Memorandum of Agreement was forged with the Development Bank of the Philippines (DBP) last June 25 for this purpose.

With this, the Secretary of the Department of Agriculture authorizes the allocation of the "DA RRP Program Account" to DBP the amount of Two Billion Four Hundred Forty Eight Million Six Hundred Forty Thousand Pesos (Php 2,448,640,000.00) chargeable against SARO-BMB-E-20-00066864 to fund the RRP-Fertilizer Assistance.

The Department of Budget and Management (DBM) has released P8,500,000,000 to cover the funding requirements for the Rice Resiliency Project (RRP) of the Department of Agriculture (DA) under the Ahon Lahat, Pagkaing Sapat (ALPAS) Kontra COVID-19 Program. The RRP is expected to benefit around 3 million rice farmers nationwide to ensure the availability of rice supply through increased local rice production during the 2020 wet season to 93 percent from 87 percent last year.

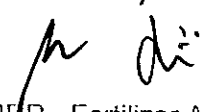
### 3. **ACRONYMS AND ABBREVIATIONS**

ATM	Automated Teller Machine
BFSI	Banking, financial services and insurance
BIR	Bureau of Internal Revenue
CA	City Agriculturist
CC	Cash Card
CO	Central Office
DA	Department of Agriculture
DBP	Development Bank of the Philippines
FCAs	Farmer Cooperatives and Associations
FinTech	Financial Technologies
FPA	Fertilizer and Pesticide Authority
ICTS	Information and Communications Technology Service
IRR	Implementing Rules and Regulations
LGU	Local Government Unit
MA	Municipal Agriculturist
MAFC	Municipal Agriculture and Fishery Council
MLGU	Municipal Local Government Unit
OTC	Over-the-counter

PA	Provincial Agriculturist
PAFC	Provincial Agriculture and Fishery Council
PLGU	Provincial Local Government Unit
RAFC	Regional Agriculture and Fishery Council
RFO	Regional Field Office
RRPMO	Regional Rice Resiliency Project Management Office
RSBSA	Registry System for Basic Sectors in Agriculture
SFTP	Secured File Transfer Protocol
CPU	Cash Pick Up
BTB	Bank to Bank

#### 4. DEFINITION OF TERMS

Beneficiary/ies	All rice farmers registered under the RSBSA regardless of tenurial status, landholding in the identified areas and preferably recipients of the sub-projects under RRP
Disbursement Channels	Disbursement channels available to DBP such as, cash-pick up through DBP Cash Payout partner/s, FinTech partners, bank-to-bank transfers (PesoNet), credit to DBP accounts
Dormant	Refers to non-moving or unclaimed reimbursement from DBP accredited/ authorized disbursement channels within sixty (60) days from receipt of Notice from DA or other applicable reference
Farmer-procured Fertilizer	Fertilizers bought by farmers consisting of his counterpart of 2 bags/hectare and the reimbursable fertilizer assistance of 2 bags/hectare for inbred and 3 bags/hectare for hybrid
Farmer-sourced Fertilizer	Fertilizer provided as support to farmers through other programs and projects which could be accounted as part of the farmer counterpart
Parties	Refers to the involved parties, the DA and DBP
Proof of Purchase	Document to be presented as evidence of the fertilizer purchase made by the farmer-



	beneficiary such as valid-BIR registered Official Receipts/Sales Invoice <sup>1</sup>
PesoNet	Electronic fund transfer service platform that enables customers of participating banks such as DBP, e-money issuers or mobile operators to transfer funds in Philippine Peso currency to another customer of other participating banks, e-money issuers, mobile money operators in the Philippines
Reimbursement Claims	Pertains to amount in cash of reimbursable fertilizers procured/sourced by eligible rice farmer-beneficiaries on a per hectare basis
Reference Price	Based on the average monitored price (Provincial/National) of Urea fertilizer by FPA for the period of June 1-26, 2020.
Unclaimed reimbursement	Refers to reimbursements unclaimed by Beneficiaries after December 15, 2020.

## 5. OBJECTIVES

Fertilizer support under the RRP is aimed at increasing the utilization rate of inorganic fertilizer, particularly the nitrogen (N) based urea, to attain higher yield. More specifically, RRP-Fertilizer Assistance aims to:

- 5.1. To facilitate farmer's access to fertilizers and its timely application;
- 5.2. To provide efficient and convenient mode of providing fertilizer assistance to our farmers; and
- 5.3. To increase farm productivity and farmer's income.

## 6. DESCRIPTION

A modality of support delivery forged through a Memorandum of Agreement (MOA) between DA and DBP for the distribution of the Fertilizer Assistance to eligible farmer-beneficiaries and DA-accredited FCAs through reimbursement claims, via disbursement channels available to DBP such as, cash-pick up through DBP Cash Payout partner/s, FinTech partners, bank-to-bank transfers (PesoNet) and credit to DBP accounts.

(1) <sup>1</sup>With BIR Authority to Print (ATP)

(2) The OR/Invoice date within 5 years after the date of ATP

(3) With Tax Identification Number (TIN)

Through Memorandum Order No. 31, Series of 2020, or Amendment to the Memorandum Order No. 19 on the "Implementing Guidelines for the Rice Resiliency Project", the Fertilizer Assistance shall adopt, on a per hectare basis, the scheme of "Buy 4, Reimburse 2" bags of Urea fertilizer (50 kg/bag) for RCEF-Enhanced and Expanded Inbred Rice Production Sub-projects; "Buy 5, Reimburse 3" bags of Urea fertilizer (50 kg/bag) for Expanded Hybrid Rice Production in Suitable Areas.

**7. SCOPE AND COVERAGE**

The RRP-Fertilizer Assistance shall cover the wet season cropping of 2020 until the last day of receiving the reimbursement claims by Beneficiaries which is on December 15, 2020.

The areas covered are provinces under CAR, Ilocos Region, Cagayan Valley, MIMAROPA, Bicol Region, Eastern Visayas, Zamboanga Peninsula, Northern Mindanao, Davao Region, SOCCSKSARGEN, CARAGA, BARMM to facilitate the farmer's timely acquisition and timely application of Urea fertilizer.

**8. APPLICABILITY**

The provisions set forth herein shall apply to the reimbursement of Fertilizer Assistance claims to rice farmer-beneficiaries through DBP and DBP accredited/authorized disbursement channels.

**9. TARGET BENEFICIARIES**

The project shall cover all rice farmers registered in the updated RSBSA, as per approved registration and updating protocols, and preferably recipients of the following sub-projects under RRP:

- Rice Competitiveness Enhancement Fund (RCEF) – Enhanced
- Expanded Inbred Rice Production (Beyond RCEF Areas)
- Expanded Hybrid Rice Production in Suitable Areas

**10. MECHANICS OF IMPLEMENTATION**

10.1. Each province has an allocation of fertilizers based on the RRP wet season 2020 targets (*Refer to Annex A*).

10.2. The DA shall provide reimbursement claims on a per hectare basis equivalent to two (2) or three (3) bags of Urea fertilizers (50 kg/bag) procured/sourced by eligible rice farmer-beneficiaries as supported by valid official receipt/sales invoice, provided that the price indicated on the proof of purchase is equal to or lower than the FPA (National/Provincial) monitored average price of urea fertilizer (refer to Annex B), with the following conditions:

- 10.2.1. Should the FPA-monitored provincial price of 50-kg urea fertilizer be higher than the FPA-monitored national price, farmer-beneficiaries can reimburse the maximum amount of PhP 1,037.46 per 50-kg/bag.

*Ex. Mang Juan is farming 1 hectare of inbred rice in Camarines Sur where the provincial average price of urea fertilizer is at P 1,010.38/bag. He procured 4 bags of 50-kg urea fertilizers at P 1,200/bag. He can reimburse 2 bags with the total amount of P 2,074.92.*

*Aling Juana is farming 1 hectare of hybrid rice in Laguna where the provincial average price of urea fertilizer is at P1,118.19/bag. She procured 5 bags of 50-kg fertilizers at P 1,100/bag. She can reimburse 3 bags with the total amount of P 3,112.38.*

- 10.2.2. Should the acquisition cost be lower than or equal to the monitored provincial price, the DA shall reimburse the actual cost to the eligible farmer-beneficiaries per 50-kg bag of urea fertilizer.

*Ex. Mang Juan is farming 1 hectare of inbred rice in Camarines Sur where the provincial average price of urea fertilizer is at P 1,010.38/bag. He procured 4 bags of 50-kg fertilizers at P 1,037.46/bag. He can reimburse 2 bags with the total amount of P 2,020.76.*

*Aling Juana is farming 1 hectare of hybrid rice in Isabela where the provincial average price of urea fertilizer is at P 900/bag. She procured 5 bags of 50-kg fertilizers at P 850/bag. She can reimburse 3 bags with the total amount of P 2,550.*

- 10.2.3. Should the acquisition cost fall in between the monitored provincial and the national average price of urea fertilizer, the DA shall reimburse the amount equal to the monitored provincial price to the eligible farmer-beneficiaries.

*Ex. Mang Juan is farming 1 hectare of inbred rice in Abra where the provincial average price of urea fertilizer is at P 1,010.38/bag. He procured 4 bags of 50-kg urea fertilizers at P 1,020.00/bag. He can reimburse 2 bags with the total amount of P 2,020.76.*

*Aling Juana is farming 1 hectare of hybrid rice in Isabela where the provincial average price of urea fertilizer is at P 900. She procured 5 bags of 50-kg urea fertilizers at P 1,020.00/bag. She can reimburse 3 bags with the total amount of P 2,700.*

- 10.2.4. Should the acquisition cost be higher than the national average monitored price and the provincial monitored price, the DA shall reimburse the maximum amount of PhP1,037.46 per 50-kg bag of urea fertilizer to the eligible farmer-beneficiaries.

*Ex. Mang Juan is farming 1 hectare of inbred rice in Laguna where the provincial price is P1,118.19 per bag. He procured 4 bags of 50-kg fertilizers at P 1,250.00/bag. He can reimburse 2 bags with the total amount of P 2,074.92.*

*Aling Juana is farming 1 hectare of hybrid rice in Camarines Sur where the provincial price is P1,172.50. She procured 5 bags of 50-kg fertilizers at P 1,050.00/bag She can reimburse 3 bags with the total amount of P 3,112.38.*

- 10.3. In case the farmer-beneficiary presented various proof of purchases, from various entities, various unit prices or for any combination thereof, the proof of purchases shall be compared individually against the national and provincial averages in accordance with previous provisions.

For farmer-beneficiaries with various receipts containing different unit prices of 50-kg urea fertilizers, the DA shall reimburse the amount with the lowest acquisition cost and, if applicable, the next lower acquisition cost.



*Ex. Mang Juan is farming 1 hectare of inbred rice in Nueva Ecija where the monitored provincial price is P 866.25 per bag. He procured 2 bags of 50-kg urea fertilizer at P 850/bag, 1 bag at P 880/bag, and 1 bag at 900/bag. He can reimburse 2 bags at 850/bag amounting to P 1,700.*

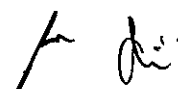
*Aling Juana is farming 2 hectares of hybrid rice in Pangasinan where the provincial price is P 924.75 per bag. She procured 3 bags of 50-kg urea fertilizers at P 950.00/bag, 2 bags of 50-kg fertilizers at P 930/bag, 3 bags of 50-kg fertilizers at P 900/bag, and 2 bags of 50-kg fertilizers at P 920/bag. He can reimburse 6 bags in the combination of 3 bags at P 900/bag, 2 bags at 920/bag, and 1 bag at P 924.75/bag with the total amount of P5,464.75.*

- 10.4. For fractional areas, the following reimbursement scheme shall be followed per sub-project:

10.4.1. RCEF Enhanced Sub-Project and Expanded Inbred Rice Production Sub-Projects

<b>Fractional Area</b>	<b>Reimbursement Scheme</b>
$\leq 0.75$	Buy 2 bags, get reimbursement good for 1 bag
$> 0.75$ to 1.25	Buy 4 bags, get reimbursement good for 2 bags
$> 1.25$ to 1.75	Buy 6 bags, get reimbursement good for 3 bags
$> 1.75$ to 2.25	Buy 8 bags, get reimbursement good for 4 bags
$> 2.25$ to 2.75	Buy 10 bags, get reimbursement good for 5 bags
$> 2.75$ to 3.0	Buy 12 bags, get reimbursement good for 6 bags

10.4.2. Expanded Hybrid Rice Production in Suitable Areas Sub-Project (as amended per Memo Order No. 34, Series of 2020)



Fractional Area	Reimbursement Scheme
≤ 0.5	Buy 2 bags, get reimbursement good for 1 bag
> 0.5 to 0.9	Buy 4 bags, get reimbursement good for 2 bags
1.0	Buy 5 bags, get reimbursement good for 3 bags
> 1.0 to 1.5	Buy 7 bags, get reimbursement good for 4 bags
> 1.5 to 1.9	Buy 9 bags, get reimbursement good for 5 bags
2.0	Buy 10 bags, get reimbursement good for 6 bags
...	...
3.0	Buy 15 bags, get reimbursement good for 9 bags

**Important Note:**

- For areas with 0.91 - 0.99 hectares, it will be considered as One (1) hectare
- For areas with 1.91 -1.99 hectares, it will be considered as Two (2) hectares
- For areas with >2.0 - 2.5 hectares, the scheme will be Buy 12 bags, reimbursement good for 7 bags
- For areas with >2.5 - 2.9 hectares, the scheme will be Buy 14 bags, reimbursement good for 8 bags

- 10.5. Any deviation from the "buy" portion should be approved by the DA Secretary, with technical basis from the requesting Regional Field Office.
- 10.6. Fertilizer Assistance distribution of reimbursement claims shall be through DBP and DBP accredited/authorized disbursement channels in accordance with the terms and conditions.
- 10.7. There are two (2) options on how to claim the reimbursement claims, thru direct to individual farmers or FCAs.

**10.7.1. Through FCAs**

For rice farmer-members of DA-accredited FCAs, reimbursement claims shall be provided through Direct Credit to FCAs via their DBP deposit account.

Under this scheme, FCAs shall procure or source the 50-kg urea fertilizer requirement and distribute to eligible rice farmer-members as beneficiaries of this Fertilizer Assistance, following the prescribed volume per hectare.

FCAs may also finance the 50-kg urea fertilizer requirement of the farmer-members.

**10.7.2. *Through direct reimbursement to farmer-beneficiaries***

For areas with no existing DA-accredited FCAs, or with existing but non-participating FCAs, reimbursement claims shall be provided through Direct Payment to Farmer-Beneficiaries via disbursement channels available to DBP such as, cash-pick up through DBP Cash Payout partner/s, FinTech partners, bank-to-bank transfers (PesoNet), credit to DBP accounts, and Other Conduits that the DA and DBP may agree upon.

**10.8. Mode of Payments**

10.8.1. Reimbursement of claims thru direct credit to account (Refer to Annex C)

10.8.2. Cash pick-up through DBP accredited/authorized disbursement channels (Refer to Annex D)

**11. ROLES AND RESPONSIBILITIES**

**11.1. RESPONSIBILITIES OF DA**

**11.1.1. Opening of Funding and Service Fees Accounts**

11.1.1.1. DA shall open and maintain a "DA RRP Program Fund" Account with DBP as the settlement account where the program funds and service fees shall be settled.

11.1.1.2. DA shall authorize DBP to debit the program fund the amount of assistance to farmers and the corresponding service fees.

**11.1.2. Identification, Preparation and Validation of List of Farmer-Beneficiaries**

11.1.2.1. The general master list of rice farmers prepared by the Office of the Municipal/City Agriculturist (MA/CA) indicating their rice hectarage shall be used as reference.

For farmers who availed seeds under a single sub-project, Fertilizer Assistance (FA) Forms 1, 2 and 3 shall be used (Refer to Annex F).

For farmers who availed seeds under multiple sub-projects of RRP, FA Form 2 shall be used.

- 11.1.2.2. DA-RFO, through the RRP Focal Person, shall inform farmers and facilitate the updating of the RSBSA to ensure timely submission of the batch enrollment file to DA-ICTS thru DA-FOS.
- 11.1.2.3. Office of the RRP Director, in coordination with DA - FOS, shall collect and store the validated list of rice farmer-beneficiaries in a shared Google Drive account.
- 11.1.2.4. DA-ICTS shall receive the approved list of rice farmer-beneficiaries for safe-keeping, deduping, and data archiving purposes.
- 11.1.2.5. DA-ICTS shall return the list of rice farmer-beneficiaries to DA-RFO in case of missing, incorrect, or wrong entries.
- 11.1.3. DA to provide the Notice of Instruction to DBP for the unclaimed transactions and dormant accounts. DBP will automatically credit to the account of DA RRP Program Fund account the principal amount of the dormant transactions within fifteen (15) working days upon the receipt, net of the applicable service charges.
- 11.1.4. DA Shall submit to DBP an equivalent document/s attesting to the approval of the execution of this Agreement and the authenticity of the signatures of at least two (2) duly authorized signatories for purposes of this Agreement.
- 11.1.5. DA shall provide DBP with the names and specimen signatures of authorized DA representatives through an official letter and shall immediately inform DBP of any subsequent changes/replacements of such DA representatives. In the absence of notification on the changes/replacements, DA shall be bound by the representation made by its authorized representatives previously given to the DBP and the latter shall not be made liable for any damage caused by any misrepresentation;
- 11.1.6. DA agrees to hold DBP and/or its officers or representatives free and harmless from any and all liabilities, claims, damages, suits of whatever nature in connection with the implementation of this Agreement,

including but not limited to those arising from fortuitous event, force majeure, technical or mechanical reasons including breakdown or disruption of communications or electrical facilities or equipment shutdown for repair and maintenance and the occurrence of off-line conditions, as well as for any error or incorrect / inaccurate handling of any transaction committed resulting in the DBP's failure to effect any transaction under this Agreement except those attributed to the gross negligence of the DBP and its officers and/or employees in the performance of any obligation provided in this Agreement.

**11.1.7. Preparation of Disbursement File and Funding**

11.1.7.1. DA-ICTS to prepare the Transaction/Disbursement File in prescribed credit file format for the DA RRP Fertilizer Assistance with complete details and electronically transmit the same to DBP via a secured electronic interface, file transfer, or any form of transmission as may be agreed upon by and among implementing Parties within the agreed turn-around time.

11.1.7.2. DA shall instruct DBP through an official letter to debit the DA RRP Program Fund Account and credit the corresponding reimbursement claims for the RRP - Fertilizer Assistance through DBP and DBP accredited/authorized disbursement channels.

11.1.7.3. DA to immediately inform DBP of any corrections through a letter of instruction signed by the authorized signatories to amend or cancel a transaction. The advice shall be sent via facsimile, electronic data communication, or other means acceptable to both Parties.

**11.1.8. Distribution of reimbursement claims**

11.1.8.1. DA-RFO shall conduct Know-Your-Customer (KYC) procedures and certify identity of the Beneficiaries using any government issued ID acceptable to DBP before the issuance of reimbursement claims to DBP and DBP accredited/authorized disbursement channels.

11.1.8.2. DA-RFO shall inform and coordinate with DBP-Commonwealth Branch on the schedule of the release of reimbursement claims through the DBP and DBP accredited/authorized disbursement channels

11.1.8.3. DA-RFO shall notify the farmer-beneficiary on the following information:

11.1.8.3.1. Unique DA RRP RFFA Control Number (to be generated by DA per Beneficiary)

11.1.8.3.2. How, when and where to receive the reimbursement claims; and

11.1.8.3.3. Instructions on amending Beneficiary details, e.g. name, in case of discrepancy.

11.1.8.4. DA shall authorize DBP and DBP accredited/authorized disbursement channels to pay the eligible Beneficiaries the corresponding amount of the Fertilizer Assistance reimbursement claims.

**11.1.9. Cancellation and updating of Reimbursement Claims**

DA-RFOs shall officially endorse the list of eligible farmer-beneficiaries with discrepancies on their details to the Office of the RRP Director and FOS Director for cancellation and updating of details of the said farmer-beneficiaries.

The said list with the correct details shall be forwarded to the DA-ICTS for the generation of the updated and corrected transaction/disbursement file (payroll), for endorsement to DBP.

**11.1.10. Payment of Service Fees**

The DA Secretary and/or other officials, endorsed as signing authorities in a provided letter to DBP, shall authorize the DBP to debit in the "DA RRP Program Fund" account the payment for the service fees of DBP.

**11.2. RESPONSIBILITIES OF DBP**

11.2.1. Act as DA's partner in the reimbursement of claims to RRP-Fertilizer Assistance beneficiaries through DBP and DBP accredited/authorized disbursement channels.

11.2.2. DBP-Commonwealth Branch to open and maintain a Savings Account for DA RRP Program Fund Account as a settlement account where the program funds and service fees shall be settled.

11.2.3. Provide credit access to viable FCAs for working capital requirements to procure the fertilizers for rice farmers under the Rice Resiliency Project, subject to the Bank's existing policies and procedures on lending. The approval or rejection of a loan application shall be subject to DBP's sole discretion after due diligence. (*Refer to Annex E*)

**11.2.4. Processing of reimbursement claims**

11.2.4.1. DBP shall execute all Payment Requests from DA immediately within five (5) working days upon receipt of transmission, provided that there is sufficient funding to cover the principal amount and charges on DA RRP Program Fund Account.

11.2.4.2. Provide DA with the file format of the Transaction File required by DBP to process their payment instruction/s.

11.2.4.3. Allow payment of reimbursement claims to Beneficiaries provided the following terms:

11.2.4.3.1. Personal appearance of the farmer-beneficiaries at the DBP and DBP accredited/authorized disbursement channels; (For cash pick-up and DBP Over-the-Counter transactions)

11.2.4.3.2. Presentation of the Unique Transaction Reference Number (for cash pick-up transactions at accredited payout outlets); and

11.2.4.3.3. Presentation of valid ID (*Refer to Annexes C and D*)

11.2.4.4. DBP shall provide DA with the names and contact details of their authorized personnel who shall handle complaints and/or other concerns.

11.2.4.5. Exercise due diligence in complying with the payment instruction of DA.

**11.2.5. Distribution of reimbursement claims**

11.2.5.1. The reimbursement claims shall be without prejudice to the application of DBP and DBP accredited/authorized disbursement channel's

manuals and policies against money laundering and terrorist financing, including and especially those provisions on customer acceptance, identification and due diligence requirements.

11.2.5.2. DBP to debit from the DA-RRP Program Fund Account the amount corresponding to the reimbursement claims and service fee amount based on the disbursement file received from DA.

11.2.5.3. DBP shall respond to any related complaint/s by DA with regard to non-crediting/erroneous crediting of reimbursement claims made through DBP.

Request for recovery shall be on a best effort basis and subject to the account holder's consent as well as the receiving BSFI's internal policies on recovery.

This will take into consideration (i) availability of credited funds; (ii) account holder's consent to be debited; and (iii) turnaround time. Returned funds may be subject to servicing fees for the recovery.

11.2.6. **Cancellation and updating of Reimbursement Claims**  
DBP shall submit an Status Report containing the list of eligible farmer-beneficiaries with erroneous details to the DA-RFO.

Upon the endorsement of DA-ICTS of the updated and corrected transaction/disbursement file (payroll), DBP to execute the reimbursement claim requests from DA within five (5) working days upon receipt of transmission, provided that there is sufficient funding to cover the related payment instruction on the DA RRP Fund Account to cover the principal amount and charges on DA's settlement account.

#### 11.2.7. **Liquidation**

11.2.7.1. DBP-Commonwealth Branch/DBP FDSOD to provide printed and digital copies of system-generated Monthly Claimed and Unclaimed Transaction Reports to DA-OSEC Accounting Division thru personal delivery and transmit thru Secured File Transfer Protocol (SFTP), for Cash Pick UP and Direct Credit to account transactions within ten (10) working



days after the last day of the payout month containing the following:

11.2.7.1.1. Unclaimed Transactions:

- Date Processed
- Reference Number
- Beneficiary Name
- Amount

11.2.7.1.2. Claimed Transactions

- Reference No
- Date Processed
- Beneficiary Name
- Amount
- Date Claimed

11.2.7.2. DBP to issue the Status Report of the Total Amount Disbursed and Number of Paid and Unpaid Beneficiaries per province.

11.2.7.3. DBP to issue certified true copy of liquidation certification within fifteen (15) calendar days after submission of liquidation documents (e.g. List of Paid and Unpaid beneficiaries.

DBP shall issue to DA-OSEC through the Accounting Division, a Billing Statement on paid beneficiaries broken down per province and number of paid beneficiaries based on the schedule provided under Item 11.2.6.1; .

Another billing statement shall be issued by the DBP for the fees and charges applicable for the period.

11.2.8. DBP to revert all dormant accounts after December 15, 2020, subject to fees and other regulations.

11.2.9. At the end of the DA RRP Program, all unclaimed reimbursement claims shall be returned to DA within fifteen (15) days from the date of receipt of a written notice from DA, net of the Service Fee per beneficiary.

**11.3. RESPONSIBILITIES OF BENEFICIARIES**

All beneficiaries of this Fertilizer Assistance must be registered under RSBSA. The dates of the official receipt, proof of purchase, and certification must fall within the period of March 16, 2020 to September 15, 2020.

**11.3.1. Individual Farmers**

**11.3.2. For farmer-procured fertilizers**

- 11.3.2.1. Present Proof of Purchase (Official Receipt/Sales Invoice) to MA/CA

**11.3.3. For farmer-sourced fertilizers (LGU-led/private sector-led programs/projects)**

- 11.3.3.1. Present certification issued by the implementing institution, indicating the number of bags received to MA/CA

**11.3.4. FCAs**

- 11.3.4.1. Prepare membership List of Rice Farmer-members as Beneficiaries and List to MA/CA with the following documentary requirements:

- 11.3.4.1.1. Proof of Purchase (Official Receipt/Sales Invoice)

- 11.3.4.1.2. at least three (3) quotations for the procurement of fertilizers, validated and certified by the DA-RFO

- 11.3.4.1.3. Inspection report from DA-RFO on the actual fertilizer supply delivered by the supplier

- 11.3.4.2. In coordination with DA-RFO, distribute the fertilizers to farmer-members.

**12. MONITORING AND EVALUATION**

DA and DBP, in close coordination with the Local Government Units, shall adhere to the following foolproof mechanism, stated under the DA General Memorandum Order No. 26, Series of 2020, and may craft other M&E strategies as the Parties deemed fit:

**12.1. Coordination**

- 12.1.1. DA, DA-RFOs and DBP, in coordination with LGUs, to conduct regular monitoring and recommend measures to improve the program implementation as the case may be.

- 12.1.2. DA-RFOs to closely coordinate with the Local and regional DBP Branches on account opening and related withdrawals from DBP accounts.

**12.2. Submission of reports**

- 12.2.1. DBP to submit monthly reports to DA thru the Office of the RRP Director. The report shall be made available to DA within fifteen (15) banking days of the succeeding month or as needed. DBP shall also provide the DA a summary status report containing information on successful and unsuccessful transactions, including reasons as submitted by the receiving bank.

12.2.2. DA-RFOs to submit observations, feedback and other implementation issues to the Office of RRP Director.

**12.3. Feedback and Grievance Mechanism**

- 12.3.1.1. All feedback relating to the implementation of the project shall be forwarded to the Regional Rice Resiliency Project Management Office (RRPMO) or Task Force, which shall be resolved in accordance with the national policies and procedures.
- 12.3.1.2. The disputes/complaints/inquiries from the farmer-beneficiary/ies should be handled and coursed through DA RFO or through the complaint desk/hotlines as designated by the DA. DBP, however, shall respond to and resolve within five (5) working days from receipt of any related complaint as endorsed by DA RFO/CO.
- 12.3.1.3. Feedback which cannot be resolved at the regional level shall be elevated and endorsed by the Regional Executive Director to the Office of the Project Directorate, for resolution and appropriate action.
- 12.3.1.4. In the event that there are disputed transactions, DBP will provide DA the corresponding proof of payment to the DA RRP farmer-beneficiary (i.e. acknowledgement receipt and ID presented), coming from the concerned DBP and DBP accredited/authorized disbursement channels within five (5) working days from receipt of the dispute.
- 12.3.1.5. A call-and-text center shall be established under the supervision of the Regional RRPMO as a hotline to accommodate feedback from the ground. A mobile number shall be dedicated for this purpose.

**12.4. Mandatory Publication**

The RRP Regional Focal Person is required to publish the geotagged master list in the RFO website. The RRP Regional Focal Person will generate a computer link or hyperlink, which is a reference to data that is easily accessed by clicking the highlighted text. The hyperlink will be the avenue for monitoring and evaluating, sharing or viewing shared information. Mandatory publication ensures transparency and to prevent master list padding to occur.

### 13. OTHER TERMS

- 13.1. **NOTICES.** The Parties shall communicate regularly and shall use any available means of communication including electronic means (email) which shall be considered as official documents.
- 13.2. **OTHER AGREEMENTS.** The Parties shall execute such other agreement/s including the Implementing Guidelines and Data Sharing Agreement which are necessary to implement the terms of this JMC, the same to be deemed as integral parts hereof.
- 13.3. **CONFIDENTIALITY.** Each Party agrees to hold in strict confidence any Confidential Information disclosed to or obtained by it and shall use such Confidential information only in connection with the purposes of this JMC.

For purposes of this provision, Confidential Information means any and all information disclosed by a party (Disclosing Party) to, or obtained by, the other Party (Receiving Party) in any manner, that, as a result of, or in connection with this JMC, by its nature, is considered proprietary and confidential, regardless of whether such information is specifically labeled or described as such including, but not limited to, proprietary information, and personal data, financial data, business plans or proposals, agreements of the Disclosing Party with third parties, and any representations by any officer, employee or representative of the Disclosing Party. Provided, however, that Confidential Information shall not include the:

- 13.3.1. Information that is generally available to the public other than as result of disclosure in violation of this JMC;
- 13.3.2. Information available to the Receiving Party on non-confidential basis without an express restriction on disclosure;
- 13.3.3. Information which is required to be disclosed by any court, tribunal or regulatory authority or by any requirement of law, legal process, or regulation; or
- 13.3.4. Information that the Disclosing Party expressly agrees in writing may be disclosed by the Receiving Party to third parties.

The Receiving Party agrees that Confidential Information shall not be disclosed to third parties without the prior written consent of the Disclosing Party, and that each Party shall exercise the same degree of care as it does not desire to publish, disclose, or disseminate. The obligation of confidentiality shall continue in full force and effect

notwithstanding the termination of this JMC. The parties agree to abide by Republic Act no. 10173 or Data Privacy Act of 2012, its implementing rules and regulations and the issuances by the National Privacy Commission with regard to the handling of Confidential Information.

- 13.4. **INDEMNITY.** A Party shall hold the other Party, and the other Party's officials and employees, free and harmless from any liability to third parties that may rise out of fault or negligence of that Party or that Party's official employees.



14. **AMENDMENT**

The provisions, exhibits and annexes of this JMC may be amended or supplemented as deemed necessary and agreed upon by both Parties.

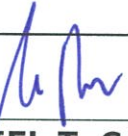

15. **EFFECTIVITY**

This Joint Memorandum Circular (JMC) shall take effect immediately upon publication in a newspaper of general circulation or the Official Gazette and its publication and filing in the Office of the National Administration Register (ONAR).

Done this 22nd day of September 2020, Diliman, Quezon City, Philippines.

DEPARTMENT OF AGRICULTURE	DEVELOPMENT BANK OF THE PHILIPPINES
 <b>WILLIAM D. DAR, Ph.D.</b> Secretary	 <b>EMMANUEL G. HERBOSA</b> President and CEO

*Signed in the presence of:*

DEPARTMENT OF AGRICULTURE	DEVELOPMENT BANK OF THE PHILIPPINES
 <b>ENGR. ARIEL T. CAYANAN</b> Undersecretary for Operations	 <b>FE SUSAN Z. PRADO</b> Executive Vice President

DEPARTMENT OF AGRICULTURE  
 In replying pls cite this code :  
 For Signature: S-09-20-0468  
 Received : 09/22/2020 01:58 PM

# ANNEX A

## EQUIVALENT ALLOCATION OF UREA PER PROVINCE UNDER RRP (BAG), WET SEASON 2020

Region	Province	Indicative Allocation (bags)	Region	Province	Indicative Allocation (bags)
<b>CAR</b>		<b>149,489</b>	<b>RFO IX</b>		<b>218,128</b>
	Abra	57,688		Zamboanga City	10,678
	Apayao	32,198		Zamboanga del Norte	51,259
	Benguet	2,894		Zamboanga del Sur	98,174
	Ifugao	15,693		Zamboanga Sibugay	58,017
	Kalinga	36,213	<b>RFO X</b>		<b>206,320</b>
	Mountain Province	4,803		Bukidnon	112,327
<b>RFO I</b>		<b>797,089</b>		Camiguin	200
	Ilocos Norte	135,612		Lanao del Norte	61,588
	Ilocos Sur	97,580		Misamis Occidental	22,166
	La Union	69,182		Misamis Oriental	10,039
	Pangasinan	445,435	<b>RFO XI</b>		<b>120,942</b>
	Regional Office	49,280		Davao City	45
<b>RFO II</b>		<b>614,233</b>		Davao de Oro	27,281
	Cagayan	228,186		Davao del Norte	35,101
	Isabela	289,257		Davao del Sur	24,649
	Nueva Vizcaya	69,429		Davao Occidental	60
	Quirino	27,361		Davao Oriental	13,806
<b>RFO IVB</b>		<b>418,961</b>		Regional Field Office	20,000
	Marinduque	2,430	<b>RFO XII</b>		<b>416,155</b>
	Occidental Mindoro	175,113		North Cotabato	156,037
	Oriental Mindoro	110,184		Sarangani	14,991
	Palawan	128,254		South Cotabato	103,576
	Romblon	2,980		Sultan Kudarat	141,551
<b>RFO V</b>		<b>423,240</b>	<b>RFO XIII</b>		<b>135,927</b>
	Albay	75,182		Agusan del Norte	26,428
	Camarines Norte	32,736		Agusan del Sur	67,279
	Camarines Sur	215,083		Dinagat Islands	294
	Catanduanes	15,752		Surigao del Norte	6,947
	Masbate	37,027		Surigao del Sur	34,979
	Sorsogon	47,460	<b>BARM</b>		<b>135,000</b>
<b>RFO VIII</b>		<b>244,903</b>		Basilan	2,200
	Biliran	11,972		Lanao del Sur	34,800
	Eastern Samar	24,746		Maguindanao	60,100
	Leyte	127,758		Regional Field Office	25,400
	Northern Samar	26,107		Regional Office	10,700
	Samar	39,755		Sulu	600
	Southern Leyte	14,565		Tawi tawi	1,200
	<i>Subtotal</i>	<i>2,647,915</i>		<i>Subtotal</i>	<i>1,232,472</i>
<b>Grand total</b>					<b>3,880,387</b>

**ANNEX B - awaiting for the official endorsement of FPA**

**AVERAGE RETAIL PRICE OF UREA FERTILIZER PER PROVINCE FOR THE MONTH OF JUNE 2020**

REGIONS/PROVINCE	Weekly Average Retail Price of 50kg/bag Urea (Php)				
	June 1-5,2020	June 8-12,2020	June 15-19,2020	June 22-26,2020	Average
<b>PHILIPPINES</b>	1,040.08	1,037.93	1,035.59	1,030.35	<b>1,037.46</b>
<b>CAR</b>					
<b>Abra</b>	1,020.00	1,020.00	1,020.00	981.50	<b>1,010.38</b>
<b>Mt. Province</b>	1,030.00	1,030.00	1,010.00	1,003.33	<b>1,018.33</b>
<b>Kalinga/Apayao</b>	920.00	920.00	935.00	900.00	<b>918.75</b>
<b>Benguet/Baguio</b>	1,030.00	1,060.00	1,030.00	1,104.48	<b>1,056.12</b>
<b>Region I</b>					
<b>Ilocos Norte</b>	930.00	915.00	915.00	920.00	<b>920.00</b>
<b>Ilocos Sur</b>	900.00	940.00	940.00	965.00	<b>936.25</b>
<b>La Union</b>	1,100.00	1,100.00	1,100.00	925.00	<b>1,056.25</b>
<b>Pangasinan</b>	990.00	907.00	907.00	895.00	<b>924.75</b>
<b>Region II</b>					
<b>Cagayan</b>	1,040.00	1,040.00	912.50	925.00	<b>979.38</b>
<b>Isabela</b>	903.33	892.50	892.50	912.50	<b>900.21</b>
<b>Nueva Vizcaya</b>	1,055.00	980.00	980.00	975.00	<b>997.50</b>
<b>Quirino</b>	950.00	950.00	950.00	945.00	<b>948.75</b>

<b>Lower Apayao</b>	925.00	890.00	900.00	905.00	<b>905.00</b>
<b>Region III</b>					
<b>Aurora</b>	1,025.00	1,025.00	1,025.00	1,155.00	<b>1,057.50</b>
<b>Bataan</b>	975.00	975.00	975.00	880.00	<b>951.25</b>
<b>Bulacan</b>	940.00	980.00	892.50	846.67	<b>914.79</b>
<b>Nueva Ecija</b>	865.00	865.00	860.00	875.00	<b>866.25</b>
<b>Pampanga</b>	895.00	935.00	930.00	916.00	<b>919.00</b>
<b>Tarlac</b>	900.00	880.00	885.00	936.67	<b>900.42</b>
<b>Zambales</b>	1,115.00	990.00	1,015.00	1,007.00	<b>1,031.75</b>
<b>Region IV</b>					
<b>Cavite</b>	1,075.00	1,140.76	1,144.61	1,165.38	<b>1,131.44</b>
<b>Laguna</b>	1,126.50	1,121.25	1,112.50	1,112.50	<b>1,118.19</b>
<b>Batangas</b>	1,097.69	1,093.85	1,086.15	1,075.38	<b>1,088.27</b>
<b>Quezon</b>	1,076.00	1,102.50	1,105.00	1,047.14	<b>1,082.66</b>
<b>Occidental Mindoro</b>	1,046.33	1,033.50	1,044.00	1,021.00	<b>1,036.21</b>
<b>Oriental Mindoro</b>	1,233.50	1,190.00	1,174.00	1,112.00	<b>1,177.38</b>
<b>Marinduque</b>	1,349.33	1,349.33	1,354.00	1,341.88	<b>1,348.64</b>
<b>Romblon</b>	1,188.68	1,188.68	1,180.79	1,174.00	<b>1,183.04</b>
<b>Palawan</b>	1,197.00	1,200.00	1,197.00	1,197.00	<b>1,197.75</b>
<b>Region V</b>					



<b>Albay</b>	1,168.63	1,168.63	1,158.70	1,148.45	<b>1,161.10</b>
<b>Camarines Norte</b>	1,200.00	1,200.00	1,200.00	1,180.00	<b>1,195.00</b>
<b>Camarines Sur</b>	1,177.50	1,166.50	1,166.50	1,179.50	<b>1,172.50</b>
<b>Catanduanes</b>	1,347.00	1,347.00	1,347.00	1,337.00	<b>1,344.50</b>
<b>Masbate</b>	1,070.00	1,070.00	1,070.00	1,265.00	<b>1,118.75</b>
<b>Sorsogon</b>	1,195.00	1,195.00	1,155.00	1,155.00	<b>1,175.00</b>
<b>Region VI</b>					
<b>Iloilo</b>	935.00	940.00	920.00	915.00	<b>927.50</b>
<b>Neg. Occidental</b>	860.00	860.00	860.00	901.00	<b>870.25</b>
<b>Capiz</b>	930.00	930.00	980.00	918.00	<b>939.50</b>
<b>Aklan</b>	960.00	960.00	960.00	930.00	<b>952.50</b>
<b>Antique</b>	930.00	930.00	930.00	905.00	<b>923.75</b>
<b>Guimaras</b>	1,140.00	1,140.00	1,140.00	1,000.00	<b>1,105.00</b>
<b>Region VII</b>					
<b>Cebu</b>	1,000.00	1,000.00	1,020.00	1,138.00	<b>1,039.50</b>
<b>Neg. Oriental</b>	1,010.00	1,120.00	985.00	998.00	<b>1,028.25</b>
<b>Siquijor</b>	1,120.00	1,120.00	1,120.00	1,088.00	<b>1,112.00</b>
<b>Bohol</b>	1,112.50	1,112.50	1,112.50	1,158.00	<b>1,123.88</b>
<b>Region VIII</b>					
<b>Eastern Samar</b>	1,254.00	1,254.00	1,254.00	1,254.00	<b>1,254.00</b>

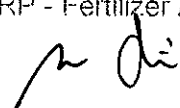
<b>Northwest Samar</b>	1,320.00	1,320.00	1,320.00	1,280.00	<b>1,310.00</b>
<b>Southern Samar</b>	1,254.00	1,254.00	1,254.00	1,254.00	<b>1,254.00</b>
<b>Leyte</b>	1,072.00	1,072.00	1,250.00	1,075.00	<b>1,117.25</b>
<b>Southern Leyte</b>	1,139.00	1,139.00	1,166.00	1,166.00	<b>1,152.50</b>
<b>Biliran</b>	1,120.00	1,120.00	1,120.00	1,144.00	<b>1,126.00</b>
<b>Region IX</b>					
<b>Zamboanga del Sur</b>	938.00	938.00	938.00	977.78	<b>947.95</b>
<b>Zamboanga Sibugay</b>	1,020.00	1,020.00	1,020.00	1,085.45	<b>1,036.36</b>
<b>Zamboanga del Norte</b>	950.00	950.00	950.00	1,110.00	<b>990.00</b>
<b>Zamboanga City</b>	1,150.00	1,150.00	1,150.00		<b>1,150.00</b>
<b>Basilan</b>	1,360.00	1,360.00	1,360.00		<b>1,360.00</b>
<b>Region X</b>					
<b>Bukidnon</b>	905.00	905.00	902.50	902.50	<b>903.75</b>
<b>Misamis Oriental</b>	940.00	905.00	905.00	905.00	<b>913.75</b>
<b>Lanao del Norte</b>	980.00	980.00	980.00	980.00	<b>980.00</b>
<b>Misamis Occidental</b>	985.00	985.00	985.00	985.00	<b>985.00</b>
<b>Camiguin Province</b>	1,200.00	1,200.00	1,200.00	1,200.00	<b>1,200.00</b>
<b>Region XI</b>					
<b>Davao City</b>	980.00	980.00	980.00	988.00	<b>982.00</b>
<b>Davao del Norte</b>	942.00	942.00	946.00	933.00	<b>940.75</b>

<b>Davao del Sur</b>	860.00	870.00	890.00	905.00	<b>881.25</b>
<b>Davao Oriental</b>	1,023.00	1,023.00	1,023.00	1,034.00	<b>1,025.75</b>
<b>Davao Occidental</b>	880.00	920.00	920.00	968.00	<b>922.00</b>
<b>Davao de Oro</b>	992.00	992.00	961.00	964.00	<b>977.25</b>
<b>Region XII</b>					
<b>North Cotabato</b>	929.50	929.50	935.00	945.00	<b>934.75</b>
<b>South Cotabato</b>	937.50	937.50	925.00	895.00	<b>923.75</b>
<b>Sultan Kudarat</b>	915.00	900.00	900.00	900.00	<b>903.75</b>
<b>Sarangani Province</b>	957.00	945.00	945.00	970.00	<b>954.25</b>
<b>General Santos City</b>	914.50	908.50	908.50	915.00	<b>911.63</b>
<b>CARAGA</b>					
<b>Agusan del Norte</b>	1,030.00	960.00	960.00	1,020.00	<b>992.50</b>
<b>Agusan del Sur</b>	900.00	900.00	900.00	900.00	<b>900.00</b>
<b>Surigao del Norte</b>	1,094.50	1,094.50	1,094.50	1,094.50	<b>1,094.50</b>
<b>Surigao del Sur</b>	1,050.00	1,055.00	1,065.00	1,060.00	<b>1,057.50</b>

## ANNEX C

### REIMBURSEMENT OF CLAIMS THRU DIRECT CREDIT TO ACCOUNT

Features of the Facility	<ul style="list-style-type: none"><li>a. The account number is the operative basis for the implementation of a credit to an account transaction. DBP shall not be held liable for any mis-posting in the event that the account number as stated in the disbursement instruction belongs to a person different from the account name/member-borrower indicated in the Payment Request, provided that the mis-posting did not result from DBP's own contributory negligence.</li><li>b. Processing of Amendments (e.g. change in farmer-beneficiary, bank details, service mode), Cancellations and Refunds may be subject to bank charges.</li><li>c. In the event that the account number is wrong, the request for recovery will be (i) on a best effort basis (ii) subject to the account holder's consent to whom the proceeds was erroneously credited, and (iii) the receiving BSFI's internal policies on recovery. This will likewise take into consideration the following: (i) availability of credited funds; (ii) account holder's consent to be debited; and (iii) turnaround time. Returned funds may be subject to servicing fees for the recovery.</li></ul>
Processing of Transaction/ Disbursement File	<p>➤ Upon receipt of transmissions from DA before the cut off time at 12 noon, DBP shall process the payment requests the next banking day. Transactions received after the cut off time will be processed the banking day after next.</p>



	<ul style="list-style-type: none"> <li>➤ Processing is subject to the sufficient funding to the DA RRP Fund account of the related payment instruction and the Disbursement File is in the correct format. <b>(Please see IRS - File Format Specification DA RRP).</b></li> <li>➤ Reimbursement claims to DA RRP farmer-beneficiaries/FCAs shall be credited directly to their enrolled bank account via PESONet and direct credit to DBP Accounts.</li> <li>➤ The duly certified list of farmer beneficiaries under FCA to support the credit to FCAs via their DBP deposit account shall be submitted by DA RFO to DA ICTS and DA Accounting Central Office for liquidation purposes.</li> </ul>								
Process for rejected/returned Pesonet transactions	<ol style="list-style-type: none"> <li>1. Upon receipt of the PESONet returned/rejected transactions, DBP will credit the total amount to DA RRP Program Fund Account.</li> <li>2. DBP shall inform DA program coordinators about the status of the unsuccessful transactions. The following are the reasons for the PESONet participating Bank to return payment of unsuccessful transactions:</li> </ol> <table border="1"> <thead> <tr> <th>REASON</th><th>DESCRIPTION</th></tr> </thead> <tbody> <tr> <td>Invalid Account Number</td><td>DA RRP farmer-beneficiary's Bank Account number indicated in the Payment File is invalid for any reason (i.e. incorrect account number, dormant, closed, blocked, frozen).</td></tr> <tr> <td>Incorrect Currency</td><td>Currency of the DA RRP farmer-beneficiary's Bank Account does not match the currency in the Payment File.</td></tr> <tr> <td>Order Cancelled</td><td>There was a recall instruction from DA.</td></tr> </tbody> </table>	REASON	DESCRIPTION	Invalid Account Number	DA RRP farmer-beneficiary's Bank Account number indicated in the Payment File is invalid for any reason (i.e. incorrect account number, dormant, closed, blocked, frozen).	Incorrect Currency	Currency of the DA RRP farmer-beneficiary's Bank Account does not match the currency in the Payment File.	Order Cancelled	There was a recall instruction from DA.
REASON	DESCRIPTION								
Invalid Account Number	DA RRP farmer-beneficiary's Bank Account number indicated in the Payment File is invalid for any reason (i.e. incorrect account number, dormant, closed, blocked, frozen).								
Incorrect Currency	Currency of the DA RRP farmer-beneficiary's Bank Account does not match the currency in the Payment File.								
Order Cancelled	There was a recall instruction from DA.								

	Limit Exceeded	Crediting the DA RRP farmer-beneficiary's Bank Account with the amount indicated in the Payment File will cause the DA RRP Fund account balance limit to be exceeded.
	Inconsistent with End Customer	Account name of the DA RRP RFFA farmer-beneficiary's Bank Account does not match the name of the member-borrower indicated in the Payment File.
	Order Forwarded for Post Processing	Transactions that cannot be immediately implemented as in the case that the DA RRP farmer-beneficiary's Bank Account is a time deposit or special savings account that matures on a specific date, and which requires the balance to be pre-terminated.
	Regulatory Reason	Amount in the Payment File could not be credited to the DA RRP farmer-beneficiary's Bank Account because it requires additional information to comply with Regulatory or Internal Risk Management Policies.
	Blocked Account	DA RRP farmer-beneficiary's Bank Account is not allowed to be funded via PESONet.
	Order Rejected	DA RRP farmer-beneficiary's Bank Account could not be funded within the prescribed timeframe.
3. DA will cancel the invalid transaction, reprocess the application, if applicable, and transmit the corrected transaction file to DBP for processing.		

Reportorial Requirements	<ul style="list-style-type: none"> <li>➤ DBP shall submit a Monthly Report detailing the total number of the processed transactions. The report shall be made available to DA within fifteen (15) working days after the reference month.</li> <li>➤ DBP shall respond within five (5) banking days from receipt of any related complaint by DA with regard to non-crediting/erroneous crediting of reimbursement claims made through DBP.</li> <li>➤ DBP shall provide DA a summary status report containing information on successful and unsuccessful transactions, which shall include the following details: <ul style="list-style-type: none"> <li>• Successful Transactions</li> <li>• Unsuccessful Transactions including reason submitted by the receiving bank</li> </ul> </li> <li>➤ <b>DBP</b> shall submit to <b>DA</b> a Status Report upon receipt of confirmation from receiving bank in case of interbank transactions.</li> <li>➤ <b>DBP</b> shall return to DA the total amount and the corresponding supporting documents of unsuccessful payment to DA RRP farmer-beneficiaries.</li> <li>➤ The monthly Bank Statement of the RRP Deposit Account and other specific reportorial requirements shall be available within fifteen (15) working days of the succeeding month.</li> </ul>
Service Fees	<ul style="list-style-type: none"> <li>➤ Transactions processed through PESONet shall be charged with a fixed Service Fee in the amount of Pesos: Ten (Php10.00) regardless of amount and inclusive of applicable taxes <b>(Please see List of PESONet-member Banks)</b>.</li> <li>➤ Direct Credit via DBP Account shall be free of charge.</li> </ul>

List of Pesonet Member Banks	<b>LIST OF PESONET-MEMBER BANKS (as of May 31, 2020)</b>
	<ol style="list-style-type: none"> <li>1. Al-Amanah Islamic Investment Bank of the Philippines</li> <li>2. AllBank, Inc.</li> <li>3. Asia United Bank Corporation</li> <li>4. Australia and New Zealand Banking Group Limited</li> <li>5. Bangkok Bank Public Co. Ltd.</li> <li>6. Bank of America, N.A</li> <li>7. Bank of China Ltd. – Manila Branch</li> <li>8. Bank of Commerce</li> <li>9. Bank of Florida, Inc.</li> <li>10. Bank of the Philippine Islands</li> <li>11. BDO Network Bank, Inc.</li> <li>12. BDO Unibank, Inc.</li> <li>13. Camalig Bank Inc. (A Rural Bank)</li> <li>14. Cebuana Lhuillier Rural Bank Inc.</li> <li>15. China Bank Savings, Inc.</li> <li>16. China Banking Corporation</li> <li>17. CIMB Bank Philippines, Inc.</li> <li>18. Citibank, N.A.</li> <li>19. Corporation – Manila Branch</li> <li>20. CTBC Bank (Philippines) Corporation</li> <li>21. DCPay Philippines, Inc.</li> <li>22. Development Bank of the Philippines</li> <li>23. Deutsche Bank AG</li> <li>24. Dunganon Bank, Inc.</li> <li>25. East West Banking Corporation</li> <li>26. East West Rural Bank Inc.</li> <li>27. Equicom Savings Bank, Inc.</li> <li>28. First Consolidated Bank, Inc.</li> <li>29. HSBC Savings Bank, Inc.</li> <li>30. Industrial Bank of Korea Manila Branch</li> <li>31. ING Bank, N.V</li> <li>32. JP Morgan Chase Bank, N.A.</li> <li>33. KEB Hana Bank – Manila Branch</li> <li>34. Land Bank of the Philippines</li> <li>35. Malayan Bank Savings and Mortgage Bank, Inc.</li> <li>36. Maybank Philippines, Inc.</li> </ol>



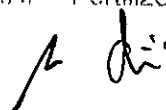


- |  |   |
|--|---|
|  | <ul style="list-style-type: none"><li>37. Mega International Commercial Bank Co., Ltd.</li><li>38. Metropolitan Bank and Trust Company</li><li>39. Mizuho Bank, Ltd. – Manila Branch</li><li>40. MUFG Bank, Ltd.</li><li>41. Paymaya Philippines Inc.</li><li>42. Philippine Bank of Communications</li><li>43. Philippine Business Bank, Inc.</li><li>44. Philippine National Bank</li><li>45. Philippine Savings Bank</li><li>46. Philippine Trust Company</li><li>47. Philippine Veterans Bank</li><li>48. Producers Savings Bank Corporation</li><li>49. Rizal Commercial Banking Corporation</li><li>50. Robinsons Bank Corporation</li><li>51. Rural Bank of Guinobatan, Inc.</li><li>52. Security Bank Corporation</li><li>53. Shinhan Bank – Manila Branch</li><li>54. Standard Chartered Bank</li><li>55. Sterling Bank of Asia, Inc.</li><li>56. Sumitomo Mitsui Banking</li><li>57. Union Bank of the Philippines</li><li>58. United Coconut Planters Bank</li><li>59. United Overseas Bank Limited, Manila Branch</li><li>60. Wealth Development Bank Corporation</li><li>61. Yuanta Savings Bank Philippines, Inc.</li></ul> |
|--|---|

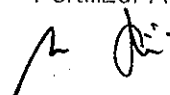
## ANNEX D

### CASH PICK UP THROUGH DBP AUTHORIZED PAYOUT OUTLETS

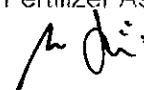
Features of the Facility	<ol style="list-style-type: none"><li>1. Act as DA partner in the payment and reimbursement of claims to DA RRP beneficiaries through cash payout in DBP Authorized Payout Outlets.</li><li>2. DA to authorize DBP and DBP Authorized Payout Outlets to pay the eligible beneficiaries the corresponding amount of the RRP RFFA reimbursement claims.</li><li>3. The payment and reimbursement claims to DA RRP farmer beneficiaries through DBP Authorized Payout Outlets (<b><u>Exhibit 2</u></b> - Complete List with contact details of Pay-out Outlets), will be subject to the following:<ol style="list-style-type: none"><li>a. Personal appearance of the DA RRP farmer-beneficiaries at DBP Accredited Payout Outlets' branch;</li><li>b. Presentation of the unique DA RRP RFFA Control No. as provided by DA; and</li><li>c. Presentation of any of the following valid identification documents as proof of identity:<ul style="list-style-type: none"><li>• Alien Certification of Registration (ACR)</li><li>• Armed Forces of the Philippines (AFP) ID</li><li>• Barangay Certification</li><li>• DOLE Visa</li><li>• DSWD Certificate</li><li>• Driver's License</li><li>• Employment ID (Government and Private)</li><li>• Firearm License Card</li><li>• Government Service Insurance System (GSIS) e-Card Plus</li><li>• Home Development Mutual Fund (HDMF) Card</li><li>• Immigrant Certificate of Registration (ICR)</li><li>• Integrated Bar of the Philippines (IBP) ID</li><li>• National Bureau of Investigation (NBI) Clearance</li></ul></li></ol></li></ol>
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	<ul style="list-style-type: none"> <li>• National Council for the Welfare of Disabled Persons (NCWDP) Certification</li> <li>• Student ID (for non-voting/minor age students). Must be currently enrolled. Must present original and submit a clear copy of photo-bearing ID duly signed by the principal or head of the school.</li> <li>• Overseas Filipino Worker (OFW) ID</li> <li>• Overseas Workers Welfare Administration (OWWA) ID</li> <li>• Passport (Local or Foreign)</li> <li>• PhilHealth ID</li> <li>• Police Clearance (electronic)</li> <li>• Postal ID</li> <li>• Professional Regulation Commission (PRC) ID</li> <li>• Seafarer's ID and Record Book</li> <li>• Senior Citizen ID</li> <li>• Social Security System (SSS) ID</li> <li>• Tax Identification Number (TIN) ID</li> <li>• Unified Multi-Purpose ID</li> <li>• Voter's ID</li> <li>• If farmer has no ID, a Barangay Certificate may be presented as proof of identification.</li> <li>• Other IDs – DA to submit samples for DBP accreditation</li> </ul> <p>Note: All Valid IDs must be ORIGINAL, PHOTO-BEARING, UNEXPIRED and SIGNED.</p> <p>4. The payment shall be without prejudice to the right of DBP and DBP Authorized Payout Outlets' to implement and apply the manuals and policies against money laundering and terrorist financing, including and especially those provisions on customer acceptance and due diligence requirements.</p> <p>5. Through its Know-Your-Customer procedures, deems the identity of the beneficiary to be questionable, DBP shall first communicate such issue to DA. DA commits to assist DBP in the identification</p>
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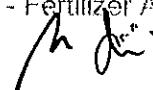
	<p>process should the information gathered from the inquiry result to be unsatisfactory. Until it is fully satisfied with the identity of the beneficiary, DBP and DBP Accredited Payout Outlets will have no obligation to release the funds for the remittance and implement the transaction.</p>
Processing of Transaction/ Disbursement File	<ul style="list-style-type: none"> <li>➤ <b>DBP</b> shall process the payment instructions within five (5) Working Days upon receipt and debit the DA RRP Fund Account for the principal amount and service fee.</li> <li>➤ Processing is subject to the sufficient funding to the DA RRP Program Fund account of the related payment instruction and the Disbursement File received from DA is in the correct format. <b>(Please see IRS - File Format Specification DA RRP).</b></li> </ul>
Cancellation of Unclaimed Transaction	<p>DBP to refund to DA the principal amount (net of service fee) of the cancelled and unclaimed transaction.</p>
Notice of Grants	<p>DA to Notify the eligible beneficiaries in writing or via Short Message Service (SMS)/text messaging, thru the DA Regional Field Office (RFO), the following information:</p> <ul style="list-style-type: none"> <li>• Unique DA RRP RFFA Control Number (to be generated by DA per beneficiary)</li> <li>• How, When and Where to claim the Cash Grants; and</li> <li>• Instructions on how to correct errors in beneficiary details, e.g. Name, in case of discrepancy.</li> </ul>
Reportorial Requirements	<ul style="list-style-type: none"> <li>➤ DBP shall provide DA with the Delivery Status Report for claimed and unclaimed cash assistance processed by DBP Accredited Payout Outlets on a weekly basis or as the need arises.</li> </ul>



	<ul style="list-style-type: none"> <li>➤ The Delivery Status Report for claimed cash assistance shall contain, among others, the following information: <ul style="list-style-type: none"> <li>a. DA RRP RFFA Fund Control Number</li> <li>b. Beneficiary Name</li> <li>c. Transaction Amount</li> <li>d. Transaction Date</li> </ul> </li> <li>➤ At the end of the Program, provide DA the Summary of Claimed and Unclaimed Transaction Report and Statement of Account for reconciliation purposes.</li> </ul>												
Turn-Around Time	<table border="1"> <thead> <tr> <th>Process</th><th>Turn Around Time</th></tr> </thead> <tbody> <tr> <td>Processing of payment instruction from DA</td><td>Within five (5) working days upon receipt of instruction/Transaction File</td></tr> <tr> <td>Weekly Generation and submission of Delivery Status Report (Claimed Transactions)</td><td>Weekly Basis or as the need arises</td></tr> <tr> <td>Monthly Report of Claimed and Unclaimed Transaction</td><td>Within 15 days from the reference month</td></tr> <tr> <td>DA Monthly Statement of Account (SOA) of the RRP Fund Savings Account</td><td>Within 15 days from the reference month</td></tr> <tr> <td>Summary of Claimed and Unclaimed Benefits to DA</td><td>At the end of the Program Period as specified by DA</td></tr> </tbody> </table>	Process	Turn Around Time	Processing of payment instruction from DA	Within five (5) working days upon receipt of instruction/Transaction File	Weekly Generation and submission of Delivery Status Report (Claimed Transactions)	Weekly Basis or as the need arises	Monthly Report of Claimed and Unclaimed Transaction	Within 15 days from the reference month	DA Monthly Statement of Account (SOA) of the RRP Fund Savings Account	Within 15 days from the reference month	Summary of Claimed and Unclaimed Benefits to DA	At the end of the Program Period as specified by DA
Process	Turn Around Time												
Processing of payment instruction from DA	Within five (5) working days upon receipt of instruction/Transaction File												
Weekly Generation and submission of Delivery Status Report (Claimed Transactions)	Weekly Basis or as the need arises												
Monthly Report of Claimed and Unclaimed Transaction	Within 15 days from the reference month												
DA Monthly Statement of Account (SOA) of the RRP Fund Savings Account	Within 15 days from the reference month												
Summary of Claimed and Unclaimed Benefits to DA	At the end of the Program Period as specified by DA												
Service Fees	DBP to collect and debit the DA RRP Program Fund account the Service Fee in the amount of Pesos: Fifty (P50.00) per transaction.												



Payout via representative	<ol style="list-style-type: none"> <li>1. The payout through authorized representatives in cases when beneficiary could not directly claim the cash subsidy in DBP Accredited Payout Outlets due to health reasons and other special cases, shall be accommodated, provided that: (i) said request shall be duly approved and with the conformity of an authorized DA official; and (ii) with the submission of the supporting documents by the designated authorized representative/s.</li> <li>2. For Island Municipality, the Municipal Treasurers shall be designated as the authorized representatives to claim the cash assistance of eligible rice farmer beneficiaries under the DA RRP RFFA Program. The said authorization duly approved by DA RFO, specimen signatures, valid ID of the Municipal Treasurer and list of names of the farmer beneficiaries who could not directly claim said cash subsidies, shall be forwarded to the respective MLhuillier Branches for the KYC process.</li> </ol> <p>In addition, the Municipal Treasurers shall only be recognized as authorized representatives if there shall be authorization letters signed by all farmer beneficiaries and duly noted by their Municipal Mayor, together with photocopies of the farmer beneficiaries' ID and Notice of Grants which shall all be presented by the Municipal Treasurers upon claiming of assistance at any MLhuillier branch. If a farmer has no valid photo-ID, a Barangay Certificate may be presented as proof of identification.</p> <p>The DA Regional Field Office and the Local Government Unit shall secure the logistics and security concerns on claiming of cash assistance until its distribution to the eligible DA RRP farmer beneficiaries.</p>
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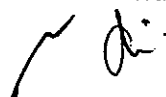
**ANNEX E**  
**ACCESS TO CREDIT**

**A. Expanded Rice Credit Assistance under the Rice Competitiveness Enhancement Fund (ERCA-RCEF) for DBP RCEF covered areas**

Eligible Borrowers	Department of Agriculture (DA)-Accredited Cooperatives
Loan Purpose	Working capital for the procurement of fertilizer for distribution to rice farmers under guidelines of the DA-Rice Resiliency Program (RRP)
Loan Amount	Up to ninety percent (90%) of the total project cost
Interest Rate	Two percent (2.00%) per annum
Tenor	Credit Line – not more than three hundred sixty (360) days (PN Maturity or receipt of reimbursement claim from DA, whichever comes first).
Fees	Waived, except for Documentary Stamp Tax (DST) applicable to Cooperatives chargeable to the Program Fund
Security/Conditions	<ul style="list-style-type: none"> <li>• Execution of Deed of Assignment of Receivables from DA;</li> <li>• Open deposit accounts with DBP for loan servicing; and</li> <li>• Authority to automatically debit account for the payment of obligations with DBP.</li> </ul>
Eligibility Criteria	<ul style="list-style-type: none"> <li>• Duly registered with the Cooperative Development Authority (CDA);</li> <li>• Accredited by the DA;</li> <li>• No adverse findings on the cooperatives and its principals;</li> <li>• Should have strong back office support with defined Operational Structure;</li> <li>• Must exhibit profitable operations and sound financial condition;</li> <li>• Past Due Loan Ratio shall not be exceeding fifteen percent (15%);</li> <li>• With Certificate of Compliance from CDA, if applicable;</li> <li>• Has met the capital requirement of CDA or not less than Pesos: Thirty Thousand (Php 30,000.00);</li> <li>• With proven track record or familiarity on the proposed project; and</li> <li>• Has undergone technical training from a reputable farm school/institution on rice-related projects</li> </ul>

**B. SUSTAINABLE AGRIBUSINESS FINANCING PROGRAM (SAFP) for non-RCEF covered areas**

Eligible Borrowers	<ul style="list-style-type: none"> <li>• Banks</li> <li>• Non-Banks – NGOs, Irrigator's Association, Cooperatives, SEC registered Financing Companies</li> </ul>
Loan Purpose	Working capital for the procurement of fertilizer for distribution to rice farmers under guidelines of the DA- Rice Resiliency Program (RRP)
Loan Amount	Up to ninety percent (90%) of the total project cost
Interest Rate	Prevailing Market Rate
Tenor	Credit Line – not more than three hundred sixty (360) days (PN Maturity or receipt of reimbursement claim from DA, whichever comes first
Fees	Standard fees apply
Security/Conditions	<ul style="list-style-type: none"> <li>• Execution of Deed of Assignment of Receivables from DA;</li> <li>• Open deposit accounts with DBP for loan servicing; and</li> <li>• Authority to automatically debit account for the payment of obligations with DBP.</li> </ul>





## ANNEX F Fertilizer Assistance (FA) Forms 1, 2 and 3

### A. For Individual Farmers - Single Sub-Project (Form 1)

MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT  
For the Province of "SICILIA"

To be filled in by the beneficiary

FA Form 1

No.	FARMER INFORMATION												QUANTITY OF NUTRIENT NUTRIENT	NUTRIENT Fertilizer	NUTRIENT TYPE		PRICE OF PURCHASE		Amount of Purchase (Euro 2014)
	Full Name (Last Name, First Name)	Address (Street, Number, City, Province, Post Code)	Telephone (Home, Mobile)	E-mail (Home, Mobile)	Age (Years)	Sex (Male, Female)	Marital Status (Single, Married, Divorced, Widowed)	Occupation (Farmer, Worker, etc.)	Years of Experience (Years)	Years of Fertilizer Use (Years)	Years of Fertilizer Use (Years)	kg			kg	kg	kg		
1																			
2																			
3																			
4																			
5																			
6																			
7																			
8																			
9																			
10																			

Received by: (Signature)

Received by:

Signature of the beneficiary

Signature of the beneficiary

Signature of the beneficiary

Signature of the beneficiary

Signature of the beneficiary

Signature of the beneficiary

Signature of the beneficiary

### B. For Individual Farmers - Multi Sub-Projects (Form 2)

MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT  
For the Province of "SICILIA"

To be filled in by the beneficiary

FA Form 2

No.	FARMER INFORMATION												QUANTITY OF NUTRIENT USED (kg)			NUTRIENT TYPE			PRICE OF PURCHASE		Amount of Nutrient (Euro 2014)
	Full Name (Last Name, First Name)	Address (Street, Number, City, Province, Post Code)	Telephone (Home, Mobile)	E-mail (Home, Mobile)	Age (Years)	Sex (Male, Female)	Marital Status (Single, Married, Divorced, Widowed)	Occupation (Farmer, Worker, etc.)	Years of Experience (Years)	Years of Fertilizer Use (Years)	Years of Fertilizer Use (Years)	kg	kg	kg	kg	kg	kg				
1																					
2																					
3																					
4																					
5																					
6																					
7																					
8																					
9																					
10																					

Received by: (Signature)

Received by:

Signature of the beneficiary

Signature of the beneficiary

Signature of the beneficiary

Signature of the beneficiary

Signature of the beneficiary

Signature of the beneficiary

Signature of the beneficiary

## C. For FCAs - Multi Sub-Projects (Form 3)

IMPLEMENTING RULES AND REGULATIONS RRP  
 RRP Sub-Project: Multi sub-projects Project  
 For information Multi-Sub-Project Implementation and Evaluation  
 Name: Project Manager  
 Cell Address:  
 E-mail Address:

Page No.:  
 Date of Entry:  
 Page No. of Entry:

Page No. 2

No.	DETAILS OF FERTILIZER PURCHASES											QUANTITY OF FERTILIZER PURCHASED				AREA PLANTED (ha)				FERTILIZER USED		PRICE OF FERTILIZER		Amount of Subsidy (US\$)
	Sub-Project Name	Sub-Project Location	Sub-Project District	Sub-Project Village	Sub-Project Farmer Name	Sub-Project Farmer Address	Sub-Project Farmer Phone No.	Sub-Project Farmer Email	Sub-Project Farmer Gender	Sub-Project Farmer Age	Sub-Project Farmer Education	Urea (kg)	DAP (kg)	NPK (kg)	Other (kg)	Area (ha)	Area (ha)	Area (ha)	Area (ha)	Urea (kg)	DAP (kg)	Price (US\$)	Subsidy (US\$)	
1																								
2																								
3																								
4																								
5																								
6																								
7																								
8																								
9																								
10																								

Approved by:

For Sub-Project:

Reviewed by:

Signature of FCA:

Signature of Sub-Project Manager:

Signature of District Officer:

Signature of District Officer:

Signature:

Signature of:

Signature:

Signature:

## ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES

QUEZON CITY)S.S.

BEFORE ME, a Notary Public for and in above-stated locality this SEP 23 2020 day of \_\_\_\_\_ personally appeared:

Names	Government-Issued ID	Expiry
<b>WILLIAM D. DAR, Ph.D</b> Secretary, DA	<b>7491-L</b> Senior Citizen ID	<b>Lifetime</b>

Known to me and to me known to be the same persons who executed this Memorandum of Agreement (MOA) and they acknowledged to me that the same is their free and voluntary act and deed and of the entities they represent.

This instrument consists of forty-two (43) pages including this page whereon the acknowledgement is written, and has been signed on each and every page thereof by the parties and witnesses.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal on this SEP 23 2020 day of \_\_\_\_\_.


WITNESS MY HAND SEAL on the date and place above written.

Doc. No. 249;

Page No. 51;

Book No. XII;

Series of 2 0 2 0.

  
**ATTY. BENELITA J. MONES-BORROME0**  
Notary Public for and in Quezon City  
Adm. Matter No. NP-112  
**NOTARY PUBLIC**  
Commission until 31 December 2021  
IBP Lifetime No. 09779 / 01-04-2011 / Q.C.  
PTR No. 9342646 / 01-03-2020 / Q.C.  
Roll of Attorney No. 47287 / 05-06-2002  
MCLE Compliance VI-No. 0013403 until 4-14-21  
28-1 Malakas St. Corner Magalang St.,  
Barangay Pinyahan, Q.C. / Tel. No. 579-56-88