



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

DEPARTMENT ORDER

No. 04
Series of 2021

SUBJECT: INSTITUTIONALIZING THE COLLABORATION BETWEEN THE BUREAU OF AGRICULTURE AND FISHERIES STANDARDS (BAFS) AND THE DA-REGIONAL FIELD OFFICES (RFOs)

To accelerate the transformation of the Philippine agriculture sector towards inclusive modernization and industrialization, this Department Order institutionalizes the collaboration of the BAFS and DA-RFOs.

SECTION 1. OBJECTIVE

This Order aims to institutionalize the collaboration between BAFS and DA-RFOs to effectively and efficiently deliver their services in relation to standards development, research, promotion, and adoption, and organic agriculture regulations.

SECTION 2. SCOPE AND COVERAGE

This Order shall cover the following:

- 2.1 BAFS' mandated functions in relation to the following:
 - a. standards development and research;
 - b. standards promotion and adoption; and
 - c. organic agriculture regulations.
- 2.2 BAFS' mandate in relation to agriculture and fishery products (including organic agriculture and Halal), tools, machineries, equipment, and structures.
- 2.3 Collaboration mechanism between the BAFS and DA-RFOs at the national and regional levels.

SECTION 3. ORGANIZATIONAL STRUCTURE AND TERMS OF REFERENCE

The BAFS shall be organized in the regions through a BAFS Regional Coordinator and three (3) Regional Focal Groups (RFG) following the three (3) major BAFS functions. These BAFS Regional Focal Groups (RFG) are: (1) standards development and research, (2) standards promotion and adoption, and (3) organic agriculture regulations. The BAFS Regional Coordinator and BAFS Regional Focal Groups, with the identified and designated officials, shall be supported by a Special Order issued by the DA Secretary. The organizational structure is summarized in Annex A.

3.1 BAFS Regional Coordinator

- 3.2.1 The Regional Technical Director for Research and Regulations shall be designated as the BAFS Regional Coordinator, in addition to their existing functions.
- 3.2.2 The BAFS Regional Coordinator shall provide overall coordination and supervision of BAFS activities in the region on standards development and research, standards promotion and adoption, and organic agriculture regulations.
- 3.2.3 The BAFS Regional Coordinator shall directly supervise and manage the three (3) BAFS Regional Focal Groups.

3.2 BAFS Regional Focal Groups (RFG)

- 3.2.1 A BAFS Regional Focal Person and Alternate Focal Person shall be designated for each of the three (3) Regional Focal Groups. BAFS Regional Focal Persons shall have a rank of a Division Chief and the Alternate Focal Persons shall have a senior position rank.
- 3.2.2 The BAFS Regional Focal Groups shall coordinate with the other relevant Divisions in relation to their respective functions. They shall directly report to the BAFS Regional Coordinator.

3.2.2.1 Standards Development and Research

- a. The BAFS Regional Focal Person and Alternate Focal Person shall come from any of the following divisions:
 - 1. Research;
 - 2. Field Operations;
 - 3. Regional Agricultural Engineering; and
 - 4. Integrated Laboratory.

- b. It shall have the following functions:
 1. Coordinate, oversee, and supervise the following activities, in coordination with BAFS, to support standards development and research in the respective regions;
 2. Collection of scientific data (e.g. food safety, food quality, agriculture and fishery engineering, etc.);
 3. Submit proposals for the development or revision of standards based on regional data;
 4. Conduct of laboratory analysis (for food safety and quality);
 5. Field data gathering;
 6. Conduct of stakeholder's consultation in the development of Philippine National Standards (PNS); and
 7. Provide technical and administrative support to the BAFS in the performance of its function on standards development and research in the respective regions.

3.2.2.2 Standards Promotion and Adoption

- a. The BAFS Regional Focal Person and Alternate Focal Person shall come from any of the following divisions:
 1. Agribusiness and Marketing Assistance Division (AMAD); or
 2. Agriculture and Fisheries Information Division (AFID).
- b. It shall have the following functions:
 1. Coordinate, oversee, and supervise the following activities in coordination with BAFS to promote PNS and adopt PNS as regulations by DA regulatory agencies and Local Government Units (LGUs):
 - Learning and development (L&D) activities (e.g. trainings, seminars, workshops, consultations, focus group discussions, etc.);
 - Field data gathering to support the development of IEC materials; and
 - Development and distribution of IEC materials.
 2. Provide technical and administrative support to the BAFS in the performance of its standard promotion and adoption functions in the respective regions.

3.2.2.3 Organic Agriculture Regulations

- a. The BAFS Regional Focal Person and Alternate Focal Person shall come from the Regulatory Division.

b. It shall have the following functions:

1. Coordinate, oversee, and supervise the following activities in coordination with BAFS to implement the regulatory functions of BAFS on organic agriculture:

- Monitoring of registered organic operators and post-market surveillance of produce and products with organic claim; Field compliance assessment of ongoing approved efficacy trials for organic bio-control agent (OBICA) products; Audits (office, witness, and surveillance) of organic certifying bodies; Inspection of farms as core Participatory Guarantee System (PGS) groups, which are applicants for accreditation as organic certifying bodies; Enquiry point of registration and accreditation processes;
- Handling of appeals and complaints relative to the implementation of organic agriculture regulations at the regions; Collection of samples during monitoring and post-market surveillance for laboratory analysis in regional laboratories; Geo-tagging of organic certified farms and establishments;
- Technical and administrative support for the implementation of BAFS accreditation, registration, monitoring, and enforcement of “organic” labeling requirements; and
- Conduct of capability-building activities for RFO personnel and stakeholders regarding organic agriculture regulations and related activities as identified above.

2. Provide technical and administrative support to BAFS in the performance of its regulatory functions in the respective regions.

3.3 The BAFS at the national office shall have the following functions in support of the BAFS Regional Coordinator and Regional Focal Groups:

- a. Provide overall strategic direction on BAFS activities in the regions;
- b. Provide regular briefing and orientation on the BAFS activities and accomplishments;
- c. Provide official request for data requirements needed for standards development and research at least a year prior to the development of PNS;
- d. Lead in the development of sampling plans and protocols;
- e. Conduct Learning and Development (L&D) activities and provide knowledge products relevant to the respective regions;
- f. Facilitate the registration of organic producers in the respective regions;
- g. Conduct audits of organic certifying bodies; and
- h. Capacitate the focal persons as relevant to the functions.

SECTION 4. FUNDING

The BAFS and DA-RFOs shall share the cost of implementation of this Order, subject to the availability of funds. The DA-RFOs may also include and propose additional budgetary requirements in accordance with the provisions of this Department Order.

SECTION 5. RESULTS-BASED MONITORING AND EVALUATION (RBME)

An RBME system based on the performance indicators of the BAFS and DA-RFOs shall be developed, implemented, and managed. A regular reporting system shall be installed to monitor the progress of the implementation of this Order.

SECTION 6. EFFECTIVITY

This Order shall take effect immediately and shall remain in force until revoked or amended.

SO ORDERED.

Done this 5th day of July 2021.



WILLIAM D. DAR, PhD
Secretary

DEPARTMENT OF AGRICULTURE

In replying pls cite this code :
For Signature: S-06-21-0402
Received : 06/18/2021 10:15 AM

A food-secure and resilient Philippines
with empowered and prosperous farmers and fisherfolk

