



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

MEMORANDUM ORDER

No. 37

Series of 2022

SUBJECT: IMPLEMENTING GUIDELINES IN THE ESTABLISHMENT AND OPERATION OF AGRICULTURAL AND FISHERIES MACHINERY AND EQUIPMENT SERVICE CENTERS (AFMESC)s

Pursuant to Section 9 of Republic Act No. 10601, known as the "Agricultural and Fisheries Mechanization (AFMech) Law" and Administrative Order No. 15, Series of 2020, "Promoting and Supporting the Establishment, Operation, Maintenance and Management of Agricultural and Fisheries Machinery and Equipment Service Centers (AFMESC)s", all implementing offices under the Department of Agriculture (DA) are enjoined to operationalize the implementation of projects and activities that promote the establishment of AFMESC in strategic areas in partnership with other government agencies, academe and the private sector.

As designed under the AFMech Law, the AFMESC will operate as an agri-enterprise or a service-oriented facility to provide integrated and complementary services that will address mechanization needs in the production and marketing of agricultural crops. Its services include (1) custom hiring of different agricultural and fishery machinery and equipment from production to postharvest operation, (2) repair and troubleshooting of machinery and equipment, (3) training of farmers and fisherfolk, and (4) after-sales service. Through these services, the AFMESC can address problems such as high investment cost in machineries, growing numbers of non-operational machines, and lack of skilled operators and technicians, among others.

To date, however, there is still no existing facility that performs all the said four services for the farmers. Existing modalities are mostly Farm Service Providers (FSPs) that offer only machinery custom servicing which are operated by private entities, individual farmers, Farmers Cooperatives/Associations (FCAs), Local Government Units (LGUs), and to a limited extent, some National Government Agencies (NGAs). The Department of Agriculture (DA) is therefore scaling up the current mechanization intervention utilizing innovative strategies such as AFMESC to enhance the delivery of integrated mechanization services and promote contiguous farming in the country.

I. DEFINITION OF TERMS

As used in this Order, the following terms are defined:

1. **Agrarian Reform Community (ARC)** – refers to a barangay or a cluster of contiguous barangays with a critical mass of farmers or farm workers wherein the main thrust of agrarian development, tenure improvement, and effective delivery of support services is being implemented.

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2. ***Agricultural and Fisheries Machinery*** – refers to machinery and equipment for the production, harvesting, processing, storage, manufacture, preserving, transporting, and distribution of agricultural and fishery products.
3. ***Agricultural and Fisheries Machinery and Equipment Service Center (AFMESC)*** – refers to facility/business enterprise that will provide integrated and complementary machinery services such as, but not limited to, machinery custom service, repair and troubleshooting, training of farmers/operators/technicians, and after-sales service.
4. ***Certified Agri-Fishery Machinery Operator and Technician*** – refers to agri-fisheries workers who have achieved all the required units of competency of a national qualification defined under the promulgated Training Regulations (TRs) of TESDA and conferred with a National Certificate (NC) on a particular qualification under agri-fisheries mechanization industry/sector.
5. ***Farm and Fisheries Clustering and Consolidation (F2C2)*** – refers to the program of the DA that seeks to advance the interest and condition of Filipino small farmers and fishers by encouraging them to adopt the strategy of clustering and consolidation of their production, processing, and marketing activities including the pooling of assets, labor and other resources in order to effectively achieve and benefit from the economy of scale in commodity production.
6. ***Farm Service Providers (FSPs)*** – refers to business enterprises owned and operated by private entities, individual farmers, or groups of farmers that provide machinery custom services and other farm related services.
7. ***Implementing Office (IO)*** – refers to the national banner programs, regional field offices, bureaus, attached agencies and corporations of the DA that are authorized to implement mechanization programs, projects and activities.
8. ***Strategic Agriculture and Fisheries Development Zones (SAFDZ)*** – refers to the areas within the Network of Protected Areas for Agriculture and Agro-industrial Development (NPAAAD) identified for production, agro-processing and marketing activities to help develop and modernize, with the support of government, the agriculture and fisheries sectors in an environmentally and socio-cultural sound manner.

II. ACRONYMS

ABE – Agricultural and Biosystems Engineer

ABEMIS – Agricultural and Biosystems Engineering Management Information System


AFC – Agricultural and Fishery Council

ARC – Agrarian Reform Community

AFMESC – Agricultural and Fisheries Machinery and Equipment Service Center


AMAD – Agribusiness and Marketing Assistance Division

AMAS – Agribusiness and Marketing Assistance Service

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AMMDA – Agricultural Machinery Manufacturers and Distributors Association
 ATI – Agricultural Training Institute
 BAFE – Bureau of Agricultural and Fisheries Engineering
 BOI – Board of Investment
 CDA – Cooperative Development Authority
 DA - Department of Agriculture
 DAR – Department of Agrarian Reform
 DED – Detailed Engineering Design
 DILEEP – DOLE Integrated Livelihood and Emergency Employment Program
 DILG – Department of the Interior and Local Government
 DOE – Department of Energy
 DOLE – Department of Labor and Employment
 DTI – Department of Trade and Industry
 FCA – Farmers’ Cooperative and Association
 F2C2 – Farm and Fisheries Clustering and Consolidation
 FS – Feasibility Study
 FY – Funding Year
 JMC – Joint Memorandum Circular
 IO – Implementing Office
 LGU – Local Government Unit
 LLL – Laser Land Leveling
 LOI – Letter of Intent
 LSA – Learning Site for Agriculture
 MAMIA – Mindanao Agricultural Machinery Industry Association
 NC – National Certificate
 NCIP – National Commission for Indigenous Peoples
 NGA – National Government Agency
 NIA – National Irrigation Administration
 NPAAAD – Network of Protected Areas for Agriculture and Agro-industrial Development
 NTA – National Tobacco Administration
 PCA – Philippine Coconut Authority
 PCAF – Philippine Council for Agriculture and Fisheries
 PHILFIDA – Philippine Fiber Industry Development Authority
 PHILMECH – Philippine Center for Postharvest Development and Mechanization
 PHILRICE – Philippine Rice Research Institute
 POW – Program of Work
 RAED – Regional Agricultural Engineering Division
 RCEF – Rice Competitive Enhancement Fund
 RFO – Regional Field Office
 SAFDZ – Strategic Agriculture and Fisheries Development Zones
 SEC – Securities and Exchange Commission
 SRA – Sugar Regulatory Administration
 TESDA – Technical Education and Skills Development Authority
 TVET – Technical and Vocational Education and Training


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III. OBJECTIVES

The guidelines aim to promote and support the establishment of Agricultural and Fisheries Machinery and Equipment Service Center (AFMESC) as one of the strategies to strengthen and expand the mechanization program of the Department to increase farm productivity. Specifically, this Memorandum Order (MO) intends to provide guidance to the implementing offices (IOs) in the establishment and operation of AFMESC by:

1. Providing the criteria and procedures for the establishment and operation of AFMESC; and
2. Identifying the complementary support activities that can be provided by concerned offices and agencies.

IV. SCOPE

This Order shall cover the major activities in the establishment of Agricultural and Fisheries Machinery and Equipment Service Center (AFMESC) from planning, implementation to monitoring and evaluation. The implementation arrangement is presented in Annex 1.


It shall likewise include the procedures for the establishment of pilot sites nationwide to jumpstart the implementation of AFMESC. At least one (1) pilot site of AFMESC shall be established in each of the regions for the period of FY 2022-2023.

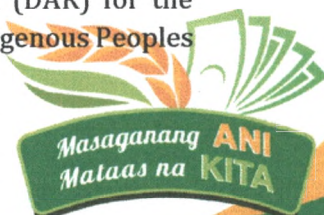
The establishment and operation of AFMESC can be integrated into the different mechanization programs and projects of different IOs whenever viable and feasible to facilitate a more holistic approach in the distribution of agricultural and fisheries machineries, equipment, and facilities. The following programs and projects should therefore incorporate the concept of AFMESC:

1. F2C2 Program under Banner Programs;
2. Rice Competitiveness Enhancement Fund (RCEF);
3. Block Farming Program of Sugar Regulatory Administration (SRA);
4. Block Farming Program of National Tobacco Administration (NTA);
5. Shared-Service Facility of Philippine Coconut Authority (PCA);
6. Abaca Tuxy Buying Facility of Philippine Fiber Industry Development Authority (PhilFIDA);
7. Farm Service Centers of DA Research Centers, Attached Agencies, and Corporations; and
8. Other related programs and projects in crops, livestock, and fisheries sector.

To ensure success of the project, partnership and collaboration with different government agencies and private sectors shall be undertaken.

The BAFE in collaboration with other relevant DA implementing offices (IOs) shall coordinate with concerned government agencies for DA's inter-agency collaboration and convergence on the implementation of Agricultural and Fisheries Machinery and Equipment Service Centers (AFMESC). This includes, among others the Department of Agrarian Reform (DAR) for the AFMESC in Agrarian Reform Communities (ARCs), National Commission for Indigenous Peoples

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(NCIP) for AFMESC in IP Areas, National Irrigation Administration (NIA) for the AFMESC in national irrigation systems, and Department of Labor and Employment (DOLE) for their Integrated Livelihood and Emergency Employment Program (DILEEP).

The BAFE shall likewise coordinate and collaborate with the Department of Interior and Local Government (DILG) for the issuance of a Joint DA-DILG Memorandum Circular for the mobilization and support of the LGUs. The DA-RFOs through RAEDs shall coordinate and collaborate with Local Government Units (LGUs) on their involvement and support to the establishment, operation, maintenance and management of AFMESC.

The AFMESC shall be implemented by phases as follows:

Phase I	• Establishment of at least one pilot site per region that is located in major production areas	2022-2023
	• Upgrading of the existing services of pilot sites	
	• Monitoring and evaluation of pilot sites	
Phase II	• Continue upgrading of the services of pilot sites	2024- onwards
	• Establishment of AFMESC (full implementation)	
	• Establishment of new facilities if needed	
	• Integration of laser land leveling (LLL), digitization (Easy Level, Easy Farm, etc.), and renewable energy technologies as additional services/portfolio/features of AFMESC	

V. ELIGIBILITY OF AFMESC

1. The AFMESC maybe operated by:

- Farmers Cooperatives/Associations (FCAs) registered in Securities and Exchange Commission (SEC) and/or Cooperative Development Authority (CDA);
- Local Government Units (LGUs);
- DA Research Centers and other DA Attached Agencies and Corporations; or
- State Universities and Colleges (SUCs).

2. The following are the criteria in the selection of an AFMESC:

- AFMESC
 - Must be currently engaged in custom servicing of machineries used in, but not limited to, production, processing and marketing of different agricultural commodities;
 - Must have a business/sustainability plan to ensure continuous and sustainable operations of AFMESC;

- Must have an existing machinery shed, motor pool, and adequate space for the conduct of training, demonstration, and after-sales service;
- Must have the technical, financial, and institutional capacity to operate, maintain, and manage the AFMESC and has its own pool of machineries and equipment; and
- Must have a viable service area that can accommodate its existing and target additional machineries, equipment, facilities.

b. Manpower Complement

- Must be manned by a certified operator and technicians/mechanics who are capable of operating and maintaining the facility and its own pool of machinery and equipment. Otherwise the AFMESC must agree to have its existing operator and technicians/mechanics undergo training and secure appropriate national certifications; and
- Must be managed by a Licensed Agricultural and Biosystems Engineer (ABE) capable of supervising its operations. If the candidate beneficiary has no capacity to engage an ABE, technical assistance from licensed ABEs in the LGUs/PLGUs/DA-RFOs may be requested.

c. Site

- Must be located in the Strategic Agriculture and Fishery Development Zones (SAFDZ);
- Must be within an Agricultural Reform Communities (ARCs and /or clustered agricultural areas;
- Must be accessible to its clientele and business partners;
- Must have available water and electricity supply, preferably with three-phase line to operate the facility; and
- Must have available internet and other communication services in the area.

VI. MINIMUM REQUIRED DOCUMENTS TO BE SUBMITTED BY AFMESC

The following are the list of minimum requirements to be submitted by a candidate AFMESC:

Item No.	Requirements	Farmers' Cooperatives and Associations (FCAs)	Local Government Units (LGUs)	DA Research Centers and other DA attached agencies and corporations	State Universities and Colleges (SUCs)
1	Letter of Intent (LOI) stating their interest to be an AFMESC in their target locality/service area	✓	✓	✓	✓
2	Certificate of Registration (SEC, CDA) and DA accreditation	✓	✗	✗	✗
3	MLGU/CLGU endorsement	✓	✗	✗	✗

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4	Organizational profile and list of members	✓	×	×	×
5	Three (3) years financial audited statement	✓	×	×	×
6	List of available machinery used for custom servicing (including capacity/specifications, photos if available)	✓	✓	✓	✓
7	Photo or design of existing facility	✓	✓	✓	✓
8	List of operators and technicians including their previous training and certification relevant to AFMESC services	✓	✓	✓	✓
9	Business plan/sustainability plan	✓	✓	✓	✓
10	Proof of land ownership of the beneficiaries where the facility is located (TCT, Tax Declaration, proof of conditional deed of donation or sale of lot, among others)	✓	×	×	×
11	Location map showing the location of facility, service area, access road, municipal/city center, among others	✓	✓	✓	✓

VII. SERVICES OF AFMESC

The AFMESC shall provide the following services:

1. Custom services – shall be the main service of the AFMESC. It will cover renting out of agriculture and fishery machinery or providing mechanization services for activities covering primary production and postharvest stages such as land preparation, planting, crop care (irrigation, weeding, and fertilizer application), harvesting, drying, milling, and seed cleaning.

The AFMESC will also make available the use of laser land leveling (LLL) system as one of its future services. The LLL is expected to provide several benefits such as savings in water and fuel, uniform maturity of crops, increased fertilizer and pesticide-use efficiencies, and improved head rice recovery. Provision of additional machinery, equipment, facility,

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including the LLL will help the AFMESC perform and expand its machinery custom services.

2. Repair and troubleshooting services - shall cover major and minor repairs, preventive maintenance, among others for its pool of machineries as well as privately owned machineries. In coordination with AMMDA and MAMIA, AFMESC can partner with private suppliers through Joint Ventures or Partnership Agreements especially for major repairs such as chassis repair, overhaul of engine, among others, until it becomes fully capable of providing major services. In some cases, the AFMESC may provide preliminary diagnosis of machines/equipment for repair and may provide referral to private suppliers.
3. Training services – through accreditation by TESDA and ATI, the AFMESC will serve as a training center/assessment center/learning site for agriculture for operators, technicians, extension workers, students, farmers, and fisherfolk in the area.
4. After-sales services - AFMESC can partner with private suppliers through Joint Venture or Partnership Agreements to serve as an authorized service center and distributor.

Other business opportunities and schemes can be explored by the AFMESC management depending on the current needs of the farmers and fisherfolk such as provision of capital, farm inputs, and machinery services through loan arrangements, after-harvest payment schemes, and procurement of farmers' harvests, among others.

VIII. IMPLEMENTATION MECHANISMS

A. Information Campaign, Social Preparation, and Institutional Development

1. The IOs together with BAFE and other concerned bureaus, attached agencies and corporations shall undertake nationwide information campaigns on the establishment of AFMESC and develop and disseminate IEC materials like leaflets/brochures, and AVPs to accelerate the promotion of AFMESC to farmers and farmer's organization, LGUs, and other stakeholders especially during farmers' congress, forum and conferences, among others; and
2. The IOs in coordination with the LGUs shall conduct social preparation and institutional development activities for AFMESC.

B. Identification, Validation, and Selection of AFMESC

1. The Implementing Offices (IOs) in coordination with Local Government Units (LGUs) shall lead the identification of candidate AFMESC. Priority shall be given to candidate AFMESC with machinery line-up covering majority of farm operations;
2. The IOs with technical assistance from BAFE shall conduct validation of the identified sites and beneficiaries using the site validation form attached herein (Annex 2);

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3. The IOs shall facilitate the conduct of Feasibility Study (FS) and preparation of FS report as aligned with M.O. 61 Series of 2020 or Guidelines in the Preparation and Evaluation of Feasibility Study for Agricultural and Fisheries Facilities, Agri-fisheries Machinery and Equipment Service Centers (AFMESC), and Other Agri-fisheries Mechanization Projects. However, all pilot AFMESC shall be exempted from the conduct and preparation of FS covering FY 2022-2023 to give way to the development and improvement of its services as service centers. Further, by 2024 as the target year for full implementation, all target AFMESC shall be required to have a full-blown FS to determine whether the project is financially and economically feasible;
4. Should the site be found feasible, the IOs and BAFE shall assist candidate AFMESC in the preparation of business/sustainability plan, detailed engineering design (DED), program of works (POW), technical specifications of machinery and equipment required, and other documentary requirements; and
5. The list of feasible AFMESC shall be submitted to the heads of the IOs and copy furnished to the BAFE. The feasible AFMESC shall submit the documentary requirements as indicated in Part VI of this Guidelines to the IOs for final review and approval.

C. Establishment of Pilot Sites

Pilot sites will be established within the ZAPDZ, ARCs, and clustered farms to showcase the new modality and document the good practices for the viable operation and implementation of AFMESC.

D. Provision of Training and Certifications

1. The implementing offices (IOs) shall facilitate the coordination with PHilMech, ATI, TESDA, AMMDA, MAMIA, other concerned agencies, and private institutions relative to the conduct of training and certification/s of operators and technicians/mechanics;
2. The operators and mechanics must undergo different trainings to acquire skills and competencies in order to perform their duties and functions as AFMESC staff. As prescribed in Sections 2 and 3 of DOLE-DA-TESDA JMC No. 02 series of 2021, they may avail any of the following applicable trainings listed below:

For Operator

- Rice Machinery Operations NC II
- Agricultural Machinery Operation NC II
- Milking Operation NC II
- Rubber Processing II
- Aquaculture (Hatchery) Operation NC II
- Solar-Powered Irrigation System Operation and Maintenance Level II



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- Cold Storage Operation NC II
- Air-blast Freezer Operation NC II

For Technicians/Mechanics

- Drying and Milling Plant Servicing NC III
- Agricultural Machinery Servicing (Four-Wheel Tractor) NC III
- Biogas Plant Installation NC III
- Pressurized Irrigation System Installation and Maintenance NC II
- Cold Storage Operation
- Air-blast Freezer Operation

Other related Agricultural and Fisheries Mechanization Technical and Vocational Trainings (AFMech TVET) with National Certificates (NCs) shall likewise be provided. The operators and technicians/mechanics should secure the NCs upon completing the training course and passing the competency assessment to be conducted by TESDA accredited assessment center near their areas(<https://www.tesda.gov.ph/AssessmentCenters>).

The IOs together with AMAS, DAR, and CDA shall conduct entrepreneurial and institutional trainings such as business management, organizational development, and basic accounting and bookkeeping, among others, for the AFMESC's officers, members, and staff; and

3. Advanced training courses shall be formulated and conducted by the IOs in coordination with PHilMech, PhilRice, TESDA, ATI, BAFE, private suppliers, and other agencies to further strengthen the technical capabilities and skills of AFMESC management, facilitate the upgrading, and sustain its business operation for better services to farmers.

E. Networking with DA Agencies and Other National Government Agencies (NGAs) on Incentives and Other Support

1. The IOs shall coordinate with financing institutions to identify potential loan programs that can be accessed by the AFMESCs;
2. The IOs shall coordinate with banner programs and other DA bureaus, attached agencies and corporations for complementary supports to AFMESCs; and
3. The IOs shall coordinate with the Board of Investments (BOI) to facilitate grant of tax incentives to the AFMESCs.

F. Accreditation of AFMESC as a Training Center and Learning Site for Agriculture (LSA)

1. The IOs shall coordinate with TESDA and ATI and assist the AFMESC management for their accreditation as a Training Center and Learning Site for Agriculture (LSA), respectively.

IX. MONITORING AND EVALUATION

1. The IOs together with BAFE shall lead the regular monitoring on the operation of AFMESCs and conduct semi-annual and annual assessment activities using the developed monitoring and evaluation tool (M&E) with the following considerations:
 - Technical – status of operation, utilization and maintenance of farm machineries and facilities, incidence of breakdowns, repair, among others;
 - Management and staffing – number and type of trainings attended by staff and members, additional training, manpower requirement, salary and benefits, among others.;
 - Financial and commercial – financial report, administrative costs, current service areas and number of customers, existing services, target expansion, machinery rental fees and servicing rates, collection schemes, among others.
2. The result of the assessment will serve as a guide for the improvement and scaling-up of the operation of AFMESCs and basis for the provision of various interventions.

X. FUNDING

Funding for the pre-engineering activities such as preparation of feasibility studies (FS), detailed engineering designs (DED), program of works (POW), conduct of extension activities, and other related AFMESC activities shall be incorporated in the annual budget of BAFE, DA-RFOs, PhilMech, ATI, and concerned DA bureaus, attached agencies and corporations.

XI. RESOLUTION OF ISSUES UNDER THIS GUIDELINES

All issues and concerns pertaining to this Guidelines shall be forwarded to the Office of BAFE Director for immediate action.

XII. EFFECTIVITY

This Memorandum Order shall take effect immediately upon approval.

Done this 18th day of May 2022.



WILLIAM D. DAR, Ph.D.
Secretary



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ANNEX 1
IMPLEMENTATION ARRANGEMENT

No.	ACTIVITIES	RESPONSIBLE AGENCY/OFFICE	COUNTERPART AGENCY/OFFICE
A	Information Campaign, Social Preparation, and Institutional Development	IOs (DA-RFOs, DA Attached Agencies and Corporations), BAFE	PCAF, AFCs, LGUs
B	Identification, Validation, and Selection of AFMESC	IOs (DA-RFOs, DA Attached Agencies and Corporations)	PHilMech, PCAF, Banner Programs, BAFE, LGUs
C	Establishment of Pilot Sites	IOs (DA-RFOs, DA Attached Agencies and Corporations)	BAFE, LGUs, AFMESC
D	Provision of Training and Certifications	TESDA, ATI, PHilMech, AMAS/AMAD	BAFE, LGUs, Accredited Assessment Centers
E.	Networking with DA Agencies and Other National Government Agencies (NGAs) on Incentives and Other Support	IOs (DA-RFOs, DA Attached Agencies and Corporations)	BAFE, ACPC, Banner Programs, BOI, LGUs
F..	Accreditation of AFMESC as Training Center and Learning Site for Agriculture (LSA)	TESDA, ATI	IOs (DA-RFOs, DA Attached Agencies and Corporations), BAFE
G.	Monitoring and Evaluation	IOs (DA-RFOs, DA Attached Agencies and Corporations), BAFE	LGUs

ANNEX 2

SITE VALIDATION FORM

AGRICULTURAL AND FISHERY AND EQUIPMENT SERVICE CENTERS (AFMESC)s

DIRECTION: Kindly fill-out the form and answer the questions or place an (X) mark that corresponds to the responses of the interviewees.

PREPARATORY QUESTIONS:

No.	Questions	Yes	No	Remarks
1	Are you willing to be an Agricultural and Fishery Machinery and Equipment Service Centers (AFMESC)?			
2	Are you willing to train your officers, staff, operators, technicians/mechanics through this Program to enhance their skills and capabilities?			
3	Are you willing to provide other requirements or counterpart for the project? If yes, please specify			

I. GENERAL PROFILE	
1	Name of Cooperative/Association/LGU/ Other Beneficiaries : _____
2	Business Address : _____
3	Coordinates : _____
4	Type of Business : _____
5	Email Address : _____
6	Name of President / Contact Number : _____
7	Contact Person / Number (OPAG, MAO/CAO) : _____
8	Alternate Contact Person / Number (OPAG, MAO/CAO) : _____
9	Number of Members : Total: _____ () Active _____ () Inactive _____ () Male _____ () Female _____
10	Registration : () SEC () CDA () Others (Please specify) _____ Year Registered: _____

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II. PHYSICAL PROFILE	
1	Distance from the nearest farm service area, km
2	Distance from the city or municipal center, km
3	List of commodities grown within the service area (e.g. crops, livestock, fisheries)
4	Distance from the nearest market or trading post, km
5	Distance from the nearest access road, km Road connection: () Barangay () Municipal () Provincial () National Type: () Earth and Gravel () PCCP Road () Asphalt Road
6	Availability of electricity supply/connection. If yes, indicate the distance from the nearest tapping line, km () Single-phase () 3-phase
7	Availability of water supply/connection. If yes, indicate the distance from the nearest tapping line, km
8	Availability of internet connection. If yes, indicate the available internet providers.
9	Presence of the nearest Farm Service Providers (FSPs). If existing, indicate distance, km
10	Presence of the nearest service center of suppliers/dealers. If existing, indicate distance, km
11	Presence of the nearest training and/or assessment center. If existing, indicate distance, km



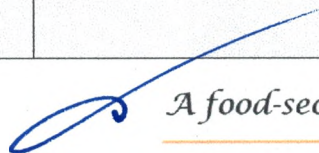
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III. ACTUAL BUSINESS OPERATION		
A.	Nature of Business/Operation	() Custom Service () Others: _____
B.	Status of Operation	() Continuous Operation () Intermittent Operation Reasons: _____ Other Details: _____
C.	Years in Operation	_____
D.	Nature of Business/Operation	() Custom Service () Others: _____
E.	No. of Farmers Served	
	Current	() Member _____ () Non-Member _____
	Potential	() Member _____ () Non-Member _____
F.	No. of Area Covered, ha	
	Current	() Within Service Area _____ () Outside Service Area _____
	Potential	() Within Service Area _____ () Outside Service Area _____
G.	No. of Municipalities/Barangays Covered	
	Current	
	Potential	
H.	Financial Statement	
	Source of operation and maintenance fund	() Rental/labor fee () Organizational fund () Others, please specify: _____

IV. INVENTORY OF EXISTING AFMESC RELATED ASSETS							
A. LOT							
1	Lot Area, sq.m		Market Unit Price, Php/sq.m		Market Value, Php		
	Sub-total, Php						
B. FACILITY							
	Facility*	Investment Cost, Php	Source of Fund (Privately Owned, Government Funded)	Type (concrete, galvanized, etc)	Size (w x l x h)	Year Constructed	Status of Operation (operational, non-operational, functional, non-functional)
1							
2							
3							
4							
5							
	Sub-total, Php						
* Warehouse, Tractor Shed, Motor pool, among others							
C. MACHINERY, EQUIPMENT, AND TOOLS							
	Machinery, Equipment, Tools *	Acquisition Cost, Php	Source of Fund (Privately Owned, Gov't-Funded)	Unit / set	Size (hp)	Year Acquired	Status of Operation (operational, non-operational, functional, non-functional)
1							
2							
3							
4							
5							
6							
	Sub-total, Php						
* 4WD Tractor, Hand Tractor, Floating Tiller, Drum Seeder, Precision Seeder, Rice Transplanter, Reaper, Thresher, Combine Harvester, Gasoline /Diesel Engine Pump, Welding Machine, Air Compressor, Water Compressor, Mechanic Tools							
	TOTAL, Php						



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V. BENEFITS						
V.1 Financial Benefits						
A.	Machinery Custom Services*		Prevailing Rates, Php/ha, % harvest/ha, Php/cavan, Php/MT	Applied Rates, Php/ha, % harvest/ha, Php/cavan, Php/MT		Area Coverage Per Year, ha
			Member	Non-Member		
	1					
	2					
	3					
	4					
	5					
* Land Preparation, Transplanting, Irrigation, Cultivation, Weeding, Fertilizer Application, Reaping, Threshing, Harvesting, Hauling, Drying, Milling, Seed Cleaning						
B.	Repair and Troubleshooting Services		Prevailing Rates, Php/unit	Applied Rates, Php/unit		Number of Machines Covered
			Member	Non-Member		
	1					
	2					
	3					
	4					
	5					
* Change oi,, Chassis Repair, Overhaul of Engine						
C.	Training Services		Training Cost/Person/Day			Average Trainees per Year
D.	Other Services					
	1	Trading (Rice Buying Station, etc.)				
	2	Lending				
	3	Seed Grower				
	Others					
	4					
	5					

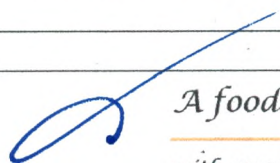


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VI. OPERATIONAL COSTS				
a.	Manpower Cost		Quantity	Wages, Php/(day/month)
	1	Manager		
	2	Admin. Staff		
	3	Operator		
	4	Technician		
	5	Field Laborer		
	6	Office Utility		
	7	Others		
b.	Machinery Fuel Consumption		Quantity	Consumption, li/season
	1			
	2			
	3			
	4			
	5			
	6			
	7			
	8			
	9			
	10			
* 4WD Tractor, Hand Tractor, Floating Tiller, Drum Seeder, Precision Seeder, Rice Transplanter, Reaper, Thresher, Combine Harvester, Gasoline /Diesel Engine Pump, Welding Machine, Air Compressor, Water Compressor, Mechanic Tools				
c.	Repair and Maintenance for All Machineries* and Facilities**		Unit Cost, Php/unit	
	1			
	2			
	3			
	4			
	5			
	6			
	7			
	8			
	9			
	10			
* 4WD Tractor, Hand Tractor, Floating Tiller, Drum Seeder, Precision Seeder, Rice Transplanter, Reaper, Thresher, Combine Harvester, Gasoline /Diesel Engine Pump, Welding Machine, Air Compressor, Water Compressor, Mechanic Tools ** Warehouse, Tractor Shed, Motor pool, among others				
d.	Business Permit (if applicable)		Quantity	Unit Cost, Php/lot
			1 lot	



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e.	Miscellaneous	Quantity	Unit Cost, Php/lot
		1 lot	

VII. INVENTORY OF MAN-POWER & TRAININGS				
A. MANPOWER COUNT				
1	Number of existing total man-power	:		
2	Number of operators	:		
3	Number of operators trained and certified by TESDA	:		
4	Number of technician /mechanics	:		
5	Number of technician/mechanics trained and certified by TESDA	:		
6	Number of staff/officers trained in business management	:		
B. TRAININGS ATTENDED				
	Name of Training	Name of Staff Trained	Date Conducted (mm/dd/yy)	Facilitated by
1				
2				
3				
4				
6				
7				
8				
9				
10				
11				
12				
13				
14				

VIII. INVENTORY OF EXISTING FACILITIES, MACHINERIES, AND EQUIPMENT WITHIN THE SERVICE AREA INCLUDING EXISTING FARM SERVICE PROVIDERS (FSPs)					
A. FACILITY*					
		Units	Average Size (w x l x h)	Year Constructed	Status of Operation (operational, non-operational, functional, non-functional)
1					
2					

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3					
4					
5					

* Warehouse, Tractor Shed, Motor pool, among others

B.	MACHINERY, EQUIPMENT, AND TOOLS*				
-----------	---	--	--	--	--

		Unit / set	Size (hp)	Year Acquired	Status of Operation (operational, non- operational, functional, non- functional)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

* 4WD Tractor, Hand Tractor, Floating Tiller, Drum Seeder, Precision Seeder, Rice Transplanter, Reaper, Thresher, Combine Harvester, Gasoline /Diesel Engine Pump, Welding Machine, Air Compressor, Water Compressor, Mechanic Tools

C.	EXISTING FARM SERVICE PROVIDERS					
-----------	--	--	--	--	--	--

	Name	Year Est.	Coverage		Services	Rates, Php
			Locations	Area, ha		
1						
2						
3						
4						
5						
TOTAL						



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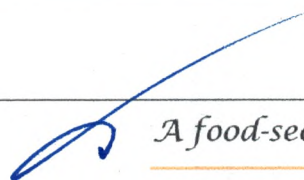
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IX.	TARGET EXPANSION		
A.	FACILITY		
		Unit	Dimension , l x w x h
1			
2			
B.	MACHINERY, EQUIPMENT, AND TOOLS		
		Unit	Size, hp
1			
2			
3			
4			
5			
6			
7			
8			

X.	PRODUCTION DATA						
	Commodities	Irrigated, ha	Rainfed, ha	Total Area, ha	Potential Service Area, ha	Average Yield (MT/ha)	No. of Cropping Seasons
1	<input type="checkbox"/> rice						
2	<input type="checkbox"/> corn						
3	<input type="checkbox"/> vegetables						
4	<input type="checkbox"/> sugarcane						
5	<input type="checkbox"/> coconut						
6	<input type="checkbox"/> tobacco						
7	<input type="checkbox"/> fiber						
8	<input type="checkbox"/> fruits						
9	<input type="checkbox"/> rubber						
10	<input type="checkbox"/> others						

XI.	OTHER DATA SOURCES (Please specify data gathered)
1	LGU
2	Farmers
3	FSPs
XII.	OTHER OBSERVATIONS
1	



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XIII.	RECOMMENDATIONS	
1		
2		
XIV.	PHOTO DOCUMENTATION (Size of Photo: 2" x 3')	
<u>Photo No. 1: Name of Photo</u> (Photo taken by: John Cruz, Date:04/12/22)		<u>Photo No. 2: Name of Photo</u> (Photo taken by: John Cruz, Date:04/12/22)
<u>Photo No. 3: Name of Photo</u> (Photo taken by: John Cruz, Date:04/12/22)		<u>Photo No. 4: Name of Photo</u> (Photo taken by: John Cruz, Date:04/12/22)

Prepared by:

Acknowledged by:

Attested by:

Technical Staff

Respondent/Position

LGU Staff

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