



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

April 6, 2015

ADMINISTRATIVE CIRCULAR

No. 06

Series of 2015

**SUBJECT: FOREIGN MEAT ESTABLISHMENT (FME) INSPECTION AND
AUDIT FUND**

WHEREAS, Section 8.3 of Republic Act (RA) 9296 as amended by RA 10536 vested the National Meat Inspection Service (NMIS) with the power and functions to evaluate, classify and accredit local and foreign meat establishments as to compliance to hygiene and sanitation standards;

WHEREAS, Section 34 of the same law requires that meat exporters to the Philippines shall secure accreditation of foreign meat establishment at source from the Department of Agriculture before being allowed to ship meat and meat products into the country and an audit or inspection shall be done of exporters of meat and meat products in terms of their compliance with Philippine and international recognized standards;

WHEREAS, Section IX Item 1 of Department of Agriculture-Administrative Order (DA-AO) No. 16 series of 2006 calls for the sharing between DA and the Applicant (country or individual FME) of expenses to be incurred in the conduct of the inspection or audit and the sharing is for the DA to provide for the cost of international travel (airfare) and the Applicant to provide for all in-country costs;

WHEREAS, there is a need to facilitate and expedite the administrative preparations for the conduct of FME inspection and audit in order not to hamper trade;

NOW, THEREFORE, I, PROCESO J. ALCALA, Secretary of Agriculture, by virtue of the power vested in me by law, do hereby issue this Circular to provide guidance to all concerned.

RULE I
DUTIES OF DEPARTMENT OF AGRICULTURE INSPECTION MISSION (DAIM)

1. Immediately after the DA and the Applicant (country or individual FME) agreed on the final schedule and itinerary of the DAIM, the DA shall communicate to the Applicant the total amount for the DAIM's Daily Subsistence Allowance (DSA), the rates of which (hotel, food and incidentals) shall be based on or conform with the current or prevailing rates of the United Nations Development Programme (UNDP).
2. The Applicants shall deposit or cause to be deposited such sum of money necessary to defray the DSA, subject to Rule II, No. 3.
2. The DAIM members shall secure their international plane ticket only upon receipt of proof of deposit from the Applicant.
3. The DA shall pay the members of the DAIM the portion of the DSA intended for food and incidentals prior to their departure.


RULE II
DUTIES OF FOREIGN MEAT ESTABLISHMENT

1. The Applicant (country or individual FME) shall provide the DSA of the members of the DAIM.
2. The portion of the DSA for food and incidentals shall be deposited to the "NMIS Trust Fund" Account (**Landbank Account No. 3212-1001-36**). Proof of deposit of payment shall be sent by the Applicant to the DA.
3. The portion of the DSA intended for Hotel or Lodging shall remain with the Applicant to settle hotel charges. Guided by the itinerary, the Applicant shall extend assistance to the team by arranging the Hotel or Lodging for the DAIM members.

RULE III
EFFECTIVITY

This Circular shall take effect fifteen (15) days after submission to the National Administrative Register (NAR) and publication in a newspaper of national circulation whichever comes first.


PROCESO J. ALCALA
Secretary

DEPARTMENT OF AGRICULTURE

in replying pls cite this code :
For Signature: S-04-15-0089
Received 04/10/2015 12:05 PM