



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

Memorandum Circular

No. **29**

Series of 2022

SUBJECT: AMENDING THE MEMORANDUM CIRCULAR NO. 10 SERIES OF 2022 OR IMPLEMENTING GUIDELINES ON THE PROVISION OF FUEL DISCOUNT FOR FARMERS AND FISHERFOLKS

I. RATIONALE

The Department of Agriculture has been extensively promoting mechanization to modernize and enhance productivity in the agriculture and fishery sector. Fuel expenses are therefore one of the most important components of the operating cost in farming and fishing. The provision for fuel discount is aimed at enhancing the resiliency and cushioning the impact from the surge of oil price hike thus maximizing the utilization of the machineries and facilities.


Pursuant to the Special Provision No. 20 of the General Appropriation Act (GAA) FY 2022, the amount of Five Hundred Million Pesos (Php 500,000,000.00) shall be used to provide fuel discount to farmers and fisherfolk owning and operating agricultural and fishery machinery individually or through a farmer organization, cooperative or association (FCAs). In compliance with the FY 2022 President's Veto Message on the said special provision, this Circular is issued by the Department in coordination with the Department of Budget and Management (DBM), for the orderly implementation of the program and proper release and utilization of funds based on its intended purpose.

To implement the program, the DA Secretary signed on 07 March 2022 the Memorandum Circular No. 07, Series of 2022 or the Implementing Guidelines on the Provision of Fuel Discount to Farmers and Fisherfolk. This was updated through the issuance of MC No. 10 series of 2022, which expound specifically on the agencies involved and on the general guidelines and procedures for the program. This circular provides further amendment to the guidelines in terms of composition of the program coordinating group, and to some processes involving the generation of master list of beneficiaries.

II. SCOPE AND COVERAGE

This Circular provides general guidance on the identification and generation of qualified beneficiaries and the implementation arrangements of the Fuel Discount to Farmers Fisherfolk authorized under FY GAA 2022. It also provides the general composition of the program coordinating group managing the Fuel Discount Program.

The fuel discount FY 2022 shall be primarily for all machinery used in corn production, from land preparation to postharvest and processing activities as well as motorized boats for fishing operations.

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



The duration of the program shall be within the validity date of the fund, i.e. until December 31, 2023.

III. GENERAL RESPONSIBILITIES OF DA OFFICES

- i. **Office of the Field Operations Service Director**- shall serve as the lead office through providing policy and operational directions for the implementation of the program.
- ii. **DA Bureau of Agricultural and Fisheries Engineering (DA-BAFE)** – shall coordinate, monitor, evaluate, and provide technical assistance to the implementation of the program.
- iii. **DA National Corn Program (DA-NCP) and DA Bureau of Fisheries and Aquatic Resources (DA-BFAR)** - serve as the Program's implementing agency to work with BAFE in the implementation, monitoring, and evaluation of the program. They shall also provide the validated list of beneficiaries and the necessary information in the implementation of the program; and coordinate the liquidation of the Fuel Discount Program Fund with the DA Accounting Division and Development Bank of the Philippines (DBP).
- iv. **DA Information and Communications Technology Service (DA-ICTS)** - assists in the generation of the validated master list of the implementing units, and facilitates the submission of the list to the DBP.
- v. **DA-Regional Field Offices (DA-RFO) and BFAR Regional Offices (BFAR-RFO)** - create a Regional Program Coordinating Team consisting of different regional implementing units and concerned offices to facilitate the implementation of the program.

IV. PROGRAM COORDINATION GROUP

A Program Coordination Group under the oversight of the Undersecretary for Operations and Agri-Fisheries Mechanization shall be created to oversee and coordinate the implementation of the Program with the following composition:

Chairman: Field Operations Service Director
Co-Chair: BAFE Director
Members: BFAR Director
National Corn Program Director
ICTS Director
DA Regional Executive Directors
BFAR Regional Directors
Regional Corn Program Focal Person
Regional Agricultural Engineering Division Chief

V. BENEFICIARIES

The beneficiaries of the fuel discount are corn farmers or fisherfolk who own and operate agricultural and fishery machinery and fishing vessels individually or through FCAs.

Specific qualifications for individual fisherfolk and/or members of FCAs:

1. Must be registered under the Fisherfolk Registration System (FishR) or Municipal Fishing Vessels and Gears Registration System (BoatR) or Registry System for Basic Sectors in Agriculture (RSBSA);
2. Must be owning or operating motorized bancas 3 gross tons or below, registered under BoatR; and
3. Must be using legal fishing gears registered in the FishR.

Specific qualifications for individual farmers and/or members of FCAs:

1. An individual farmer or farmer-member of FCA must be registered at the Registry System for Basic Sectors in Agriculture (RSBSA) and encoded in the Farmers and Fisherfolk Registry System (FFRS);
2. An individual farmer or FCA must own and operate a machinery, with any of the following proof of ownership:
 - a. Certificate of Agricultural and Fishery Machinery and Equipment Registration from City or Municipal LGU;
 - b. Certification from Municipal Agriculture Office (MAO) that he/she is the owner of a functional machinery (Annex A);
 - c. Sales/Cash invoice/Delivery receipt/Official Receipt;
 - d. Deed of Donation/Sale; or
 - e. Memorandum of Agreement (MOA) with Transfer of Property Receipt/ Invoice Receipt

VI. MASTER LIST OF QUALIFIED BENEFICIARIES

i. For Corn Farmers

The Regional Corn Program Coordinator, in coordination with the Regional Agricultural Engineering Division (RAED), the Agricultural and Biosystems Engineering Group of the LGUs, and the Office of the City/ Provincial/ Municipal Agriculturist, shall prepare the master list of qualified farmer-beneficiaries from corn production areas based on the eligibility requirements stated under Section V of this Circular. Beneficiaries shall come from mechanized corn farm cluster who needs fuel for their machinery.

The master list of beneficiaries shall be generated via the Farmers Information Management System (FIMS). Priority shall be given to farmers who own and operate agricultural machinery and equipment with Agricultural and Biosystems Engineering Management Information System (ABEMIS) machine number.

ii. For Fisherfolk

The BFAR-Regional Field Offices shall prepare a master list of qualified beneficiaries for the fuel discount from the DA-BFAR's BoatR/FishR/RSBSA and shall be consolidated by the BFAR-Central Office.

The BFAR and DA-RFOs shall submit a copy of their master list of recipients and corresponding machinery to the BAFE for the updating of ABEMIS, particularly on privately-owned machines not enrolled under ABEMIS.

VII. GENERAL GUIDANCE

- i. *Farm Machinery for Fuel Discount* - The farm machinery for the fuel discount refer to machines and tools used in corn production areas such as pumps and engines, tractors, combine harvester, corn sheller, among others. A copy of any proof of ownership as stated in Section V of this guidelines must be submitted to the DA-RFOs/BFAR-RFOs.
- ii. *Fuel Discount Amount* - Three Thousand Pesos (Php 3,000.00) fuel discount shall be given to each qualified beneficiary of the program. It is a one-time assistance to be provided to the eligible beneficiaries.
- iii. *Fuel Discount Cards* - The 100% fuel discount in the amount of Php 3,000.00 shall be loaded into the cash card, issued in partnership with the Development Bank of the Philippines (DBP) and its Accredited Fintech Partner/s, and shall be distributed to eligible beneficiaries by the DA-designated Implementing Agencies based on the schedule agreed upon by all the parties concerned in the implementation of the program.

The said beneficiaries shall use the cash card in making their fuel purchase transactions in the partner oil companies/fuel stations.

- iv. *Partnership with Oil Companies/ Fuel Stations* - The list of partner oil companies/ fuel stations determined by the Department of Energy shall be provided and disseminated to the DA-RFOs and BFAR-RFOs.
- v. *Fund Allocation* - The whole fund allocation amounting to Five Hundred Million Pesos (Php 500,000,000.00) will be shared equally between the DA-NCP and BFAR. Every eligible beneficiary shall be provided with a total allocation of Three Thousand One Hundred Fifty Pesos (Php 3,150.00) for the discount and corresponding fees.
- vi. *Transfer of Funds*- The DA Central Office shall transfer the amount of Five Hundred Million Pesos (Php 500,000,000.00) to the DBP thru the issuance of checks covered by Disbursement Vouchers and other required supporting documents to be credited to a bank account opened for the purpose. The release of funds to DBP shall be accounted in the DA-CO books as due from Government-Owned and

Controlled Corporations (GOCC) subject to the submission of liquidation reports.

- vii. *Submission of Liquidation Reports*- The DBP shall submit to the Accounting Units of DA-Central Office thru FOS copy furnished BAFE the liquidation reports duly supported by the Distribution Report disaggregated by province and region duly signed by authorized official and duly noted by the concerned office in the DA Central Office within fifteen (15) working days after the last day of the payout month. The liquidation report shall be accompanied by a Summary form (*Annex B*).

The liquidation report and summary shall serve as basis in the recording in the Book of Accounts of the DA.

VIII. GENERAL PROCEDURES

A. Preliminaries

1. The DA-RFOs and BFAR-RFOs shall coordinate with the Local Government Units (LGU) to conduct information dissemination to farmers and fisherfolk;
2. The DA-RFOs and BFAR-RFOs shall coordinate with the Municipal and City Agriculture Offices (M/CAOs) to fast-track validation and encoding of their eligible beneficiaries in their respective registry systems.

The same process shall be done for the eligible fisherfolk beneficiaries wherein their fishing vessel and proof of ownership must be enrolled in the FishR/BoatR of the DA-BFAR.

3. The DA-RFOs and BFAR RFOs shall ensure that the information encoded in their respective systems are true, valid, correct, and complete. Field validation may be conducted if the need arises;
4. The DA-NCP and DA-BFAR shall generate the final list of beneficiaries through their own platforms/system following the prescribed file format (Annex E) of the DA-ICTS as agreed upon with DBP with the following information listed below. The generated list shall be processed through the Interventions Monitoring Platform (IMP).
5. The DA-NCP and DA-BFAR shall perform data cleaning and send the final list containing the relevant information of eligible beneficiaries from the FFRS/ FishR and transmit it to the DBP through ICTS via secure file transfer protocol (SFTP) following the prescribed file format agreed by ICTS and DBP. The list shall also be accompanied with an endorsement letter signed by the DA-NCP and DA-BFAR. DA-ICTS shall also conduct the following:
 - a. Correct data as necessary; and
 - b. Process cancellation of entries and account management reports as necessary.

B. Farmer Onboarding, Verification, and Distribution of Cash Card and Fuel Discount

1. Upon receiving the list of beneficiaries from DA-ICTS, the DBP shall send the list of beneficiaries to the Fintech partner/s.
2. The Fintech partner/s shall open accounts and generate account numbers for each of the eligible beneficiary and submit to the DBP.
3. DBP shall send the list of eligible beneficiaries with the account numbers to DA-ICTS.
4. DA-ICTS shall prepare the list of beneficiaries with e-wallet details and distribute the said list to implementing units for their reference during coordination and distribution, a copy of which shall be furnished to FOS and BAFE.

Fintech partner/s, with the DA-RFO and BFAR-RFO in coordination with M/CAO shall meet with the eligible beneficiaries for an onsite Know-Your-Client validation and liveness check before the issuance of fuel discount cards.

5. The beneficiaries must bring valid government-issued ID/barangay certificate during the KYC validation. In case that information of the beneficiary do not match the information in the ID presented, the DA-RFO or BFAR-RFO in coordination with the concerned LGU should verify the correct details of the beneficiary. After verification, a certification of one and the same person (Annex C) signed by the DA-RFO/BFAR-RFO and the M/CAO will be provided so that the beneficiary may claim the fuel discount.

After identity verification, the Fintech partner/s shall print the cash card and release it to the beneficiaries in coordination with the DA-RFOs and BFAR-RFOs, based on agreed turnaround times.

6. DA-RFOs and BFAR-RFOs shall send to DA-ICTS the transaction files containing the list of beneficiaries matched with a corresponding Letter of Instruction (LOI) which shall be sent and consolidated by the DA-NCP and DA-BFAR for subsequent transmittal and processing of payout requests to DBP.
7. Prior to the acceptance of the fuel discount card, farmer and fisherfolk beneficiaries shall sign a Waiver (Annex D). Waiver states the terms and condition on the use of the fuel discount card.
8. Requests for changes in management accounts such as replacement/deletion of beneficiaries will be forwarded to DBP thru FOS copy furnished BAFE.

9. The DA-CO and/or DA-RFOs, DA-BFAR, and LGUs shall extend assistance to DBP in the implementation of the various modes of card distribution.

C. Monitoring and Evaluation

1. DA-BAFE, in coordination with the Monitoring and Evaluation Division (MED), shall craft a monitoring form to gather information on the utilization of the fuel and its impact on the farmers and fisherfolk. This monitoring form shall be distributed to regional offices for their regional monitoring.
2. DA-BAFE, in coordination with DA-RFO and BFAR-RFO, DA Planning, Monitoring, and Evaluation Divisions (DA-PMED), and DA Regional Agricultural Engineering Division (DA-RAED), shall conduct a regular monitoring and evaluation of the implementation of the program.
3. For the effective monitoring and utilization of the fuel discount, the BFAR and NCP shall submit a Utilization Report on a monthly and quarterly basis to the Office of the Undersecretary for Operations and Agri-Fisheries Mechanization, copy furnished the Assistant Secretary for Operations and BAFE Director.
4. Based from DBP's distribution report, DA-BAFE and DA-MED shall randomly select samples for the program evaluation. All grievances and issues shall be validated during monitoring and evaluation.
5. DA-BAFE and DA-MED shall prepare a program evaluation report to include all observations, findings, and impact of the program, and be submitted to the Program Coordinating Group Chairperson, and the Undersecretary for Operations.
6. The DBP shall submit to the Accounting Units of DA-Central Office thru BAFE the liquidation reports duly supported by the Distribution Report disaggregated by province and region duly signed by authorized official and duly noted by the concerned office in the DA Central Office within fifteen (15) working days after the last day of the payout month. The liquidation report shall be accompanied by a Summary form (*Annex B*).

D. SPECIAL CASES

1. In cases that the fuel stations do not accept the fuel discount cards, the Regional Program Coordinating group shall convene the fuel stations that can potentially cater the program beneficiaries, and conduct an orientation about the program. All concerns of fuel stations in order to participate in the program (e.g. lack of POS terminals) shall be elevated to the National Program Coordinating Group, and be endorsed to the partner GFI for their assistance.

2. In cases of beneficiaries are not able to use their fuel discount cards due to logistics and/or health constraints, a representative may be authorized to purchase the fuel using the beneficiary's fuel discount card provided that an original authorization letter and copy of and identification card is presented to the fuel station.

IX. AMENDMENT/ SUPPLEMENT

The provisions and annexes of this Memorandum Circular may be amended or supplemented as deemed necessary to address peculiarities in the region/ program or clarify further those indicated in the Memorandum Circular. The supplemental guidelines shall be agreed upon by concerned offices and shall be approved by the DA Secretary.

X. REPEALING CLAUSE

All existing and/or previously issued orders, circulars, issuances, rules, and regulations or parts thereof that are in conflict with, or inconsistent with any provisions of this Circular are hereby repealed or modified accordingly.

XI. EFFECTIVITY

This Memorandum Circular shall take effect immediately upon approval and signing.

Done this 30th day of June 2022.



WILLIAM D. DAR, Ph.D.
Secretary



DA-CO-ASECO-MC20220617-00003

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



ANNEX A. Municipal Agriculture Officer Certification Template

CERTIFICATION

This is to certify that _____ with address at _____ owns the following machinery/ies:

Machinery Type:	
Make:	
Serial Number (if available):	
Status:	

Issued on _____ day of _____ 2022 at _____.

This Certification is issued upon request of the owner for the DA Fuel Discount for Farmers and Fisherfolk Program.

Municipal Agriculture Officer

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



ANNEX B. Accounting Summary Form

SUMMARY OF THE DBP PAYOUT REPORT

Total Amount Applied for Liquidation:

P_____ per DBP summary report for the period _____ to _____ as attached.

We certify:

1. That the listed beneficiaries met the qualification standards set by the established guidelines including relevant laws, rules and regulations;
2. That the amount credited to each beneficiary is within the laws, rules, and regulations relative to the implementation of the program;
3. That there is no duplication of beneficiaries and the concerned personnel have performed adequate procedures to ensure that the beneficiary is legitimate and free from misrepresentations;
4. That all supporting documents, including their proof of identification, were presented, valid and no indication of falsification or misrepresentation and records thereof are kept by the operating units concerned; and
5. That all auditing rules, laws, and regulations were observed in the use of e-disbursement systems under prescribed COA Circular No. 2021-14 dated December 22, 2021.

For the corn farmer beneficiaries

For the fisherfolk beneficiaries

Director, National Corn Program

Director, Bureau of Fisheries and
Aquatic Resources

For all paid out beneficiaries

DA-Information and Communications Technology Director

Bureau of Agricultural Fisheries Engineering Director

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



Annex C. Certificate of One and the Same Person

CERTIFICATION

This is to certify and endorse the following changes on the information of the undersigned farmer/fisherfolk to be accepted and updated in the Registry System for Basic Sectors in Agriculture (RSBSA) – Farmers and Fisherfolk Registration System (FFRS)/ FishR, as validated during the distribution of fuel discount cards under the Fuel Discount for Farmers and Fisherfolk Program on _____ at _____.

FROM	TO

<NAME OF RFO CORN / BFAR FOCAL>
Designation

<NAME OF M/CAO>
Designation

SIGNATURE ABOVE PRINTED NAME OF BENEFICAIRY

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



ANNEX D. Waiver Template

FUEL SUBSIDY PROGRAM 2022 WAIVER FOR ELIGIBLE FARMERS AND FISHERFOLKS

SO THE PUBLIC MAY KNOW:

That I, _____, Filipino, of legal age, single/married, a resident of _____, do hereby agree to strictly observe the rules on the usage of the Fuel Discount Card throughout the duration of the Program.

Foregoing considered, I confirm that have read and understood, thus, undertake to abide by the following:

1. Use the Fuel Discount Card issued by the Department of Agriculture in partnership with the Development Bank of the Philippines (DBP) and its Accredited Fintech Partner/s in accordance with the following terms and conditions of the Fuel Discount for Farmers and Fisherfolk Program:
 - a. The Fuel Discount Card shall only be used exclusively for the purpose of fuel purchases/payments with the participating Petroleum Retail Outlets throughout the program duration;
 - b. The Eligible Card Holder, as the authorized bearer of the Fuel Discount Card, shall be responsible for the usage of the Card and the utilization or consumption of the amount loaded in the card.
 - c. The amount loaded in the Fuel Discount Card shall be deemed non-transferable, and shall not be sold to others nor converted into cash. The Fuel Discount Card shall not be used for other purposes than what is intended under the Program.
 - d. The Eligible Card Holder shall present the Fuel Discount Card to the pump attendant to check its fund balance prior to gassing up. The beneficiary may be asked to key in their PIN to the pump attendant or cashier to facilitate the transaction.
 - e. The pump attendant shall only dispense the fuel to the fuel tank provided the amount of purchase is within the fund balance of the Fuel Discount Card.
 - f. The Eligible Card Holder understands that in the event he/she violates the terms and conditions on the use of the Fuel Discount Card, the card may be blocked and the account may be closed.

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



- g. The Eligible Card Holder shall allow the participating Petroleum Retail Outlets to verify the details appearing on the Fuel Discount Card, as well as to inquire and check on the balance. Participating Petroleum Retail Outlets reserve the right to refuse the use of the Card for fuel purchases whose details do not match the details indicated on the Card and in case of insufficient balance/credits; and
 - h. In case of death of the eligible holder, existing rules and procedures from the DA shall prevail and be followed in the Program.
- 2. Failure to comply with this undertaking, especially on the use of the card, may warrant disqualification in future fuel discount/subsidy program from the Department of Agriculture; and
 - 3. The Eligible Card Holder shall reimburse the Government of the total amount used for other purposes (e.g. purchases other than the fuel) within thirty (30) working days upon notice.

Signed this __ of ____, 2022.

Eligible Card Holder
(Signature over printed name)

Noted By:

SIGNATURE OVER PRINTED NAME OF CORN/BFAR FOCAL

Note:

Three (3) copies to be accomplished: Eligible Card Holder's Copy, DA-RFO/BFAR RO's Copy, DBP's Copy

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



ANNEX D. Waiver (Filipino)

Fuel Discount Program 2022 Waiver ng Kwalipikadong Magsasaka at Mangangisda

Para sa kaalaman ng lahat:

Ako si, _____, Filipino, nasa wastong edad, walang asawa/ may asawa, residente ng _____, sa pamamagitan nito ay sumasang-ayon na sundin ang mga patakaran sa paggamit ng *Fuel Discount Card* para sa krudo sa kabuuan ng Programa.

Dagdag dito, kinukumpirma ko na nabasa at naunawaan ko ang mga nakasaad sa dokumentong ito. Ako ay nangangako na gagampanan ang mga sumusunod:

1. Ang *Fuel Discount Card* na ibinigay ng *Department of Agriculture* sa pakikipagtulungan kasama ang *Development Bank of the Philippines (DBP)* at ang *Accredited Fintech Partner* nito, ay gagamitin alinsunod sa mga tuntunin at kundisyon ng *Fuel Discount for Farmers and Fisherfolk Program*:
 - a. Ang *Fuel Discount Card* ay dapat lamang gamitin para sa pagbili o pagbayad ng krudo sa mga kasali na *Petroleum Retail Outlet* sa kabuuan ng Programa;
 - b. Ang kwalipikadong at awtorisadong may-ari ng *Fuel Discount Card*, ay mananagot para sa paggamit at pagkonsumo ng laman ng *Fuel Discount Card*.
 - c. Ang laman ng *Fuel Discount Card* ay hindi maililipat, at hindi maibebenta sa iba o maipagpapalit sa pera. Ito ay hindi dapat gamitin sa iba pang mga paraan maliban sa intensyon ng Programa.
 - d. Dapat ipakita ng kwalipikadong may-ari ang *Fuel Discount Card* sa *pump attendant* upang suriin ang balanse ng pondo nito bago mag-karga ng krudo. Maaaring hilingin ng kwalipikadong may-ari na ipasok ang kanyang *Personal Identification Number (PIN)* sa *pump attendant* o *cashier* upang mapadali ang mga transaksyon.
 - e. Ibibigay lamang ng *pump attendant* ang krudo na naaayon sa balanse ng pondo ng *Fuel Discount Card*.
 - f. Nauunawaan ng kwalipikadong may-ari ng *Fuel Discount Card* na kung sakaling lumabag siya sa alinmang alituntunin at kundisyon ng paggamit nito ay maaaring ma-block ang *card* at isara ang *account*.

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



- g. Payagan ang mga kalahok na *Petroleum Retail Outlet* na siyasatin ang mga detalyeng makikita sa *Fuel Discount Card*. Maaari rin nilang tanungin at suriin ang balanse. Ang mga kalahok na *Petroleum Retail Outlet* ay may karapatang tanggiin ang paggamit ng *Card* para sa pagbili ng krudo sa pagkakataong hindi tumutugma sa mga detalyeng nakasaad sa *Card* at sa detalyeng inilalahad ng gumagamit nito, at sa pagkakataong hindi na sapat ang balanse ng *Card*; at
 - h. Sa pagkakataong ang may ari ay namatay, ang mga umiiral na alituntunin at pamamaraan ng Programa mula sa *Department of Agriculture* ang susundin.
- 2. Ang mga paglabag sa mga nabanggit na gawain, lalo na sa maling paggamit ng *Fuel Discount Card* ay maaaring maging batayan sa diskwalipikasyon ng may-ari ng card sa mga maaari pang fuel subsidy/discount program mula sa *Department of Agriculture*; at
 - 3. Kung ang *Fuel Discount Card* ay nagamit para sa iba pang mga layunin (halimbawa ay sa pangbili maliban sa krudo), dapat ibalik ng kwalipikadong may-ari ng card ang halangang nagamit sa *Department of Agriculture* sa loob ng tatlong (30) araw pagkatapos ng paalala.

Nilagdaan nitong ika __ ng _____, 2022.

(Lagda sa ibabaw ng pangalan ng Kwalipikadong May-Ari ng Card)

Pinatutunghayan ng:

Lagda sa ibabaw ng pangalan ng DA/BFAR-RFO Focal

Tandaan:

Tatlong (3) kopya ang kailangang makumpleto: Kopya ng Kwalipikadong Card Holder, Kopya ng DA-RFO/BFAR RO, Kopya ng DBP

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



ANNEX E. Know-Your-Client (KYC) Template

FIELD Name	Values (sample)	Remarks
RSBSASYSTEMGENERATEDNUMBER	01-33-14-012-111111	Mandatory
FishRNumber		Mandatory for BFAR
FIRSTNAME	JUAN	Mandatory
MIDDLENAME	DELA	Mandatory
LASTNAME	CRUZ	Mandatory
EXTENSIONNAME		Mandatory
IDNUMBER	FRM19-01709	Mandatory
GOVTIDTYPE	FARMERS ID	Mandatory
STREETNO_PUOKNO	PUOK 1	Mandatory
BARANGAY	BIDAY	Mandatory
CITYMUNICIPALITY	CITY OF SAN FERNANDO CAPITAL	Mandatory
DISTRICT	DISTRICT I	Mandatory
PROVINCE	LA UNION	Mandatory
REGION	REGION I ILOCOS REGION	Mandatory
BIRTHDATE	1965-05-03	Mandatory
PLACEOFBIRTH	LA UNION	Mandatory
MOBILENO	9999999999	Mandatory
SEX	FEMALE	Mandatory
NATIONALITY	Filipino	Mandatory
PROFESSION	Farmer	Mandatory
SOURCEOFFUNDS	Farming	Mandatory
MOTHERMAIDENNAME	JUANA DELA CRUZ	Mandatory
Machine Number		Optional (BAFE)
BoatR Number		A. Optional (BFAR)

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



ANNEX F. Process Flow for the Endorsement of Fuel Discount List of Beneficiaries

