



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

Memorandum Order

No. 40
Series of 2023

**SUBJECT : IMPLEMENTING GUIDELINES FOR THE FERTILIZER
DONATION FROM THE PEOPLE'S REPUBLIC OF CHINA UNDER
THE NATIONAL RICE PROGRAM**

I. RATIONALE

The Department of Agriculture (DA) recognizes the importance of fertilizer application to fully maximize the yield potential of a crop or plant. Thus, fertilizer distribution has become one of the activities implemented in recent years by its Banner Programs to aid farmers in increasing farm productivity and farmers' income.

Currently, fertilizer prices in the country are high, forcing our farmers with limited resources to decrease their fertilizer application. This affects the productivity of our major crops, including rice. This increase in fertilizer prices also reduced DA's capacity to sustain the level of fertilizer assistance provided to its farmer-beneficiaries.

In the Embassy Note No. (2022) PG-274 dated 13 September 2022, the Government of the People's Republic of China responded to the call of the Philippines for additional aid through a donation of 20,000 metric tons of fertilizer. A memorandum from the Executive Secretary dated 02 December 2022 has formally approved the acceptance of the fertilizer donation and its corresponding specifications from the Government of the People's Republic of China, subject to applicable laws, rules, and regulations. Embassy Note No. 22-4617 dated 06 December 2022 was later issued informing the Embassy of the People's Republic of China on the acceptance of the said donation. The note further conveyed that the Department of Agriculture, with the Fertilizer and Pesticide Authority (FPA), will closely coordinate with the Chinese Embassy on the facilitation of the donation.

II. OBJECTIVE

To distribute the donated fertilizer from the Government of the People's Republic of China to qualified rice farmer-beneficiaries in targeted areas and to help boost rice productivity for FY 2023.

III. SCOPE

The 19,500 metric tons (390,000 50-kg bags) of urea fertilizer donation allocated for rice farmers out of the 20,000 metric tons shipment from the Government of the People's Republic of China shall be distributed to Regions II, III, IV-A, and V within FY 2023 wet season cropping.

IV. IMPLEMENTATION

A. Release of Fertilizer Shipment

The FPA shall facilitate the receiving of the donated fertilizer on behalf of the DA once shipment passes the inspection and the fertilizer donation is released from the custody of the Bureau of Customs (BOC). Afterward, fertilizer donation shall be transported to designated drop-off points or warehouses as identified by the FPA.

The DA-RFOs shall withdraw the fertilizer donation allocated for their region from the FPA identified warehouse for transport to drop off points in the provinces/cities /municipalities.

| REGION | NUMBER OF BAG (50 kg/bag) |
|--------------|------------------------------|
| REGION II | 125,000 |
| REGION III | 172,000 |
| REGION IV-A | 29,720 |
| REGION V | 63,280 |
| TOTAL | 390,000 |

B. Distribution of Fertilizer to Farmers

Fertilizer distribution under this fertilizer donation program shall be in synchrony with the fertilizer assistance program where the fertilizer discount voucher (FDV) scheme is implemented. Under this fertilizer donation program, the urea fertilizer will be distributed in kind through the LGU city/municipality.

Areas that are not covered under the FDV scheme must be prioritized. DA-RFOs shall identify areas within the province or municipalities to be served with the donated fertilizers.



1. Identification of Beneficiaries

The following are the criteria that must be met by rice farmers to be able to avail the fertilizer donation:

- a. Rice farmers must be registered under the Registry System for Basic Sectors in Agriculture (RSBSA).
- b. Rice farmers must have been provided with rice seeds by DA, LGUs, other government seed assistance program or have purchased their own hybrid rice seeds; and,
- c. Rice farmers must have planted rice for the intended cropping season.
- d. Priority will be given to rice farmers in areas where fertilizer merchants are not accessible to farmers or those RSBSA-registered farmers who have not yet been issued with fertilizer discount vouchers (FDV).

The area eligible for fertilizer assistance under the program shall be based on any of the following:

- a. Actual area planted as reflected in the master list of seed beneficiaries;
- b. Actual area planted based on the master list of those validated farmers who planted using their own or self-purchased seeds; and,
- c. Intended area for planting based on the master list of farmers who signified their intention to plant for the covered cropping season.

2. Fertilizer Distribution

An eligible farmer-beneficiary can be awarded a certain number of bags of fertilizer donation based on the his landholding tilled for rice based on the schedule below:

| Rice Area (hectares) | Fertilizer Allocation (number of bags) |
|---------------------------------|--|
| 0.1 - 0.6 | 1 |
| 0.61 - 1.10 | 2 |
| 1.11 and above | Additional 1 bag for every 0.50 hectare increment |

The maximum number of fertilizer to be availed by the farmer beneficiaries will be equivalent to the area planted to hybrid rice area.

- a. Recipient farmers must report yield obtained during the cropping period covered;
- b. The LGU, in close coordination with the DA-RFOs, shall



spearhead the distribution of fertilizer to eligible rice farmer-beneficiaries in their area. A schedule of distribution per barangay or per municipality shall be ensured by the LGU in coordination with the DA-RFO. The LGU will also help get a rice yield feedback from farmer recipient;

The following documentary requirements shall be secured from the farmer-beneficiary during the distribution of the fertilizer:

1. Valid government-issued ID; and
 2. Picture of farmer claiming the fertilizer
- c. In case the farmer-beneficiary will not be able to claim the fertilizer assistance due to geographical or health reasons or any peculiar situations as may be allowed and accepted by the DA-RFO personnel, the farmer-beneficiary may authorize a representative to claim the fertilizer given that the following are presented:
1. Authorization Letter;
 2. Photocopy of farmer beneficiary's valid government-issued ID (Certified true copy); and
 3. Authorized representative's valid government-issued ID; and
 4. FCA Board Resolution of FCA/Farmer's Group authorizing a representative to claim the fertilizer assistance on behalf of its members (for a group claiming).

A picture of the authorized representative claiming the fertilizer shall also be secured as reference and filing purposes.

- d. Upon securing the documents, the fertilizer shall be released to the farmer-beneficiary/authorized representative;
- e. The farmer beneficiary shall acknowledge receipt of the fertilizer by signing the list of FB form (Annex Form 1) and the responsibility to report the yield obtained during the cropping period covered; and
- f. The list of beneficiaries who claimed the fertilizer shall be regularly reported to the DA-Central Office.



V. ROLES AND RESPONSIBILITIES OF OFFICES/UNITS

A. DA-Central Office

1. Provide funds for the facilitation of the release of fertilizer donation shipment from the Bureau of Customs;
2. Secure from RFOs the list of authorized person/s to withdraw fertilizer stocks in the designated first warehouse;
3. Undertake the overall coordination of the project for the implementation and submission of regular and terminal reports to the Office of the Secretary;
4. Prepare and facilitate the approval of all necessary documents;
5. Secure the necessary fund for the implementation of the project;
6. Conduct briefing with DA-RFOs, agencies, and offices involved in the project;
7. Conduct operational monitoring and evaluation of the implementation; and
8. Conduct overall coordination for the preparation of the reports.

B. DA-Regional Field Office

1. Provide to DA-Central Office the list of authorized persons to withdraw fertilizer donation stocks in the designated first warehouse;
2. Withdraw the fertilizer donation allocated for the region to identified storage warehouse;
3. Generate an initial list of qualified farmer-beneficiaries for verification of the LGU;
4. Identify the drop-off points and the volume of fertilizer to be distributed and delivered to farmer beneficiaries;
5. Mobilize its concerned office/unit personnel to coordinate with the LGU and ensure that the following are being carried out:
 - a. Conduct information dissemination to farmers and ensure that the implementing guidelines and other issuances are understood by all partner implementers;
 - b. Prepare a master list of farmer-beneficiaries eligible for this Project;
 - c. Validate the planting of farmers who used their own or self-purchased seeds, and generate the certified master list for such;
 - d. Mobilize agricultural extension workers to register all their farmers to the RSBSA;
 - e. Coordinate the release of fertilizer or fertilizer under the Project and the timely distribution of fertilizer to farmers;
 - f. Validate and certify the authenticity of all documents presented by the farmer-beneficiaries for this activity;
 - g. Coordinate a smooth and orderly claiming of fertilizers;
 - h. Facilitate the consolidation and submission of liquidation documents; and
 - i. Submit reports periodically.



6. Provide funds and secure needed services for logistical support;
7. Facilitate the consolidation and submission of documents for liquidation, and references; and
8. Consolidate and prepare reports for submission to DA-NRP.

C. Fertilizer and Pesticide Authority

1. Facilitate the acceptance of fertilizer donations on behalf of DA from the port;
2. Secure brokerage, facilitate hauling from ports and secure initial warehousing services for fertilizer donations;
3. Facilitate the turn-over of the fertilizer donation to DA-RFOs;
4. Spearhead the inspection, sampling and analysis of the fertilizers; and
5. Provide technical assistance and other incidental data to the DA-RFOs.
6. Monitor the distribution of the fertilizer donation in coordination with DA.

VI. MONITORING AND EVALUATION

The DA-Field Programs Coordination and Monitoring Division (DA-FPCMD) in coordination with FPA, shall spearhead the reporting, monitoring, and evaluation of the facilitation and implementation of this fertilizer donation program. They shall conduct spot-checking and employ other data collection methods to verify reports received from the DA-Regional Field Offices and others raised by the DA Management.

The DA-FPCMD & FPA shall submit reports with complete observations and/or recommendations to the Office of the Secretary copy furnished to the Undersecretary for Rice Industry Development.

VII. SUPPLEMENTAL GUIDELINES

The DA-RFOs may issue supplemental guidelines specific to addressing unique situations related to but not limited to the distribution of farm inputs, subject to the approval of a competent authority.

VIII. SEPARABILITY CLAUSE

If any clause, sentence, or provision of the Memorandum Order shall be declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.



IX. REPEALING CLAUSE

All other previous orders, issuances, rules and regulations inconsistent with or contrary to this Order are hereby repealed and revoked.

X. EFFECTIVITY

This Order shall be effective immediately upon signing and shall remain in force unless revoked in writing.

Done this 14th day of June, 2023.


LEOCADIO S. SEBASTIAN, Ph.D., CESO I
Undersecretary for Rice Industry Development



DA-CO-FOS-JMO20230615-00001



ANNEX A.

**List of farmer beneficiary of urea fertilizer donation from People's Republic of China
Form1**

Region: _____

Province: _____

City/Municipality: _____

Barangay: _____

| No. | Name of Farmer | | | Address | Farm Location | Farm Area (Ha) | Urea Received (No. of bag) | Signature |
|-----|--------------------|------------|----|---------|---------------|----------------|----------------------------|-----------|
| | Last Name + Suffix | First Name | MI | | | | | |
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Prepared and Submitted by:

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