



Masaganang Agrikultura,  
Maunlad na Ekonomiya

Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
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**SPECIAL ORDER**

No. 477  
Series of 2024

**SUBJECT: CREATION OF TECHNICAL WORKING GROUP ON THE REVISION OF THE NATIONAL GUIDELINES ON THE ISSUANCE OF PERMIT TO OPERATE AND CERTIFICATE OF CONFORMITY**

The Bureau of Agricultural and Fisheries Engineering (BAFE) is currently spearheading the updating/revision of the Department Circular No. 19, Series of 2018, "Guidelines on the Issuance of Certificate of Conformity for Agricultural and Fisheries Machinery", and Department Circular No. 04, Series of 2019, or the Guidelines on the Registration and Issuance of Permit to Operate for Agricultural and Fisheries Machinery Manufacturers, Fabricators, Assemblers, Distributors, Dealers, Importers, and Exporters which aims to address the issues and concerns on the existing guidelines and to make the Guidelines relevant to the current requirements of the agricultural and fisheries machinery industry.

Relative to this, a Technical Working Group (TWG) is hereby created and shall be composed of the following:

Chairperson : Janice P. Vargas, BAFE  
Vice-Chairperson : John Paul T. Romero, BAFE

They shall lead the activities pertinent to the revision/updating of the above-mentioned Guidelines and preside over the meetings. The Vice-Chairperson shall take the place of the Chairperson in the absence of the Chairperson.

Members of the TWG:

- TWG on the Revision of Department Circular No. 04, Series of 2019, "Guidelines on the Registration and Issuance of Permit to Operate for Agricultural and Fisheries Machinery Manufacturers, Fabricators, Assemblers, Distributors, Dealers, Importers, and Exporters"**

PERMANENT REPRESENTATIVE	ALTERNATE REPRESENTATIVE	AGENCY / OFFICE
Nerio Antonio M. Sibulo	Samson Galit	Agricultural Machinery Manufacturers and Distributors Association, Inc.
Reynaldo E. Bien		Bicol Agricultural and Biosystems Machinery Industry Association Inc.
Jesson E. Garcia	Michael O. Juan	Fertilizer and Pesticide Authority
Ceferino Lagas	Denmar Perez	Mindanao Agricultural Machinery Industry Association
Carl Gil Angelo H. Celebria	Lee Andrew M. Calimutan	Office of the Assistant Secretary for Regulations
Peachie Melendez	Pamela Joy Cruz	Philippine Council for Agriculture and Fisheries

Eva Eslava	Katherine R. Balao	Department of Agriculture – Regional Field Office II
Triniza S. Jardin-Millare	Jan-jan J. Aguilar	Department of Agriculture – Regional Field Office IV-A
Jane G. Brazas	Reem B. Garcia	Department of Agriculture – Regional Field Office VI
Medylyn M. Alaan	Mary Jevie F. Macarayo	Department of Agriculture – Regional Field Office CARAGA

**2. TWG on the Revision of Department Circular No. 19, Series of 2018, “Guidelines on the Issuance of Certificate of Conformity for Agricultural and Fisheries Machinery”**

<b>PERMANENT REPRESENTATIVE</b>	<b>ALTERNATE REPRESENTATIVE</b>	<b>AGENCY / OFFICE</b>
Nerio Antonio M. Sibulo	Samson Galit	Agricultural Machinery Manufacturers and Distributors Association, Inc.
Marie Jehosa B. Reyes	Karen Cybill F. Cabanglan	Agricultural Machinery Testing and Evaluation Center
El John Paul M. Anareta	Gari Pellinor U. Hernandez	Bureau of Agriculture and Fisheries Standards
Reynaldo E. Bien		Bicol Agricultural and Biosystems Machinery Industry Association Inc.
Francis M. Peñafior	Elvin Raymond M. Garcia Marry Rose M. Maniebo-Vegas	Department of Trade and Industry
Jesson E. Garcia	Michael O. Juan	Fertilizer and Pesticide Authority
Ceferino Lagas	Denmar Perez	Mindanao Agricultural Machinery Industry Association
Carl Gil Angelo H. Celebria	Lee Andrew M. Calimutan	Office of the Assistant Secretary for Regulations
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Medylyn M. Alaan	Mary Jevie F. Macarayo	Department of Agriculture – Regional Field Office CARAGA

**Functions of the Technical Working Group:**

1. Participate in Technical Working Group (TWG) meeting regarding the updating/revision of the DC 19, S. 2018 and/or DC 04, S. 2019;
2. Facilitate and attend the conduct of all public consultative meetings and workshops at the island-wide and national levels to generate comments for the finalization of the Guidelines; and
3. Develop recommendations for the finalization and endorsement of the revised draft Guidelines.



## A. Secretariat

The Secretariat shall be composed of staff from BAFE as follows:

1. Mary Ann A. Evasco
2. Mary Joy G. Vergara
3. Jeffrey C. Bore
4. Djaya C. Astilla
5. Jeffrey A. Arroyo
6. Trishia O. Flores


Functions of the Secretariat:

1. Prepare the initial draft of the DC 19, S. 2018 and DC 04, S. 2019;
2. Facilitate the conduct of activities relative to the functions of the TWG;
3. Coordinate with TWG Members regarding the schedule of activities, updates on the project and other related concerns; and
4. Provide other necessary services and support to the TWG.

Expenses to be incurred like food, transportation, and accommodation shall be charged to the funds allocated to BAFE, subject to its availability and usual government accounting and auditing rules and regulations.

This Order shall take effect immediately and shall remain in force unless otherwise revoked in writing. All orders, memoranda, and issuances inconsistent herewith are hereby revoked.

Done this 3<sup>rd</sup> of APRIL 2024.

  
**FRANCISCO P. TIU LAUREL JR.**  
Secretary **A**



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