



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
 Office of the Secretary  
 Elliptical Road, Diliman, Quezon City

DEPARTMENT OF AGRICULTURE  
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03 January 2007

**ADMINISTRATIVE ORDER**

No. 01  
 Series of 2007

**Subject: Accreditation, Registration and Licensing of Meat Importers, Brokers, Exporters, Traders or Handlers**

*WHEREAS*, Section 5, Chapter II of RA 9296 or "The Meat Inspection Code of the Philippines" states that the National Meat Inspection Service (NMIS) of the Department of Agriculture is the sole national controlling authority on all matters pertaining to meat and meat product inspection and meat hygiene;

*WHEREAS*, Section 4 (2) Chapter I of Republic Act 9296, the National Meat Inspection Service (NMIS) of the Department of Agriculture is mandated to accredit meat importers, brokers, exporters, traders or meat handlers.

**NOW, THEREFORE, I, ARTHUR C. YAP**, Secretary of the Department of Agriculture, by the powers vested in me do hereby issue this Order, directing the National Meat Inspection Service or NMIS to issue appropriate guidelines and procedures for the accreditation of meat importers, exporters, brokers, traders or meat handlers for their immediate implementation.

Administrative Order No. 1, Series of 2003, dated June 30, 2003, issued by the Bureau of Animal Industry is hereby revoked or repealed accordingly.

This Order shall take effect immediately.

**ARTHUR C. YAP**  
 Secretary

DEPARTMENT OF AGRICULTURE  
 OFFICE OF THE SECRETARY

CERTIFIED TRUE COPY

*Handwritten signature*  
**JAIME R. FABANGCURA**  
 ADMINISTRATIVE OFFICER III  
 RECORDS DIVISION

U.P. Law Center  
 Office of the National Administrative Registrar  
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30 June 2003

**Administrative Order**

No.: 1  
 Series of 2003

**Subject: GUIDELINES IN THE ACCREDITATION OF MEAT IMPORTERS**

WHEREAS, pursuant to DA AO 39, series of 2000, otherwise known as, "Amended Rules and Regulations Governing the Importation of Meat and Meat Products into the Philippines;"

WHEREAS, pursuant to DA SO 240, series of 2000, otherwise known as, "Creation of an Ad-Hoc National Veterinary Quarantine Services (NVQS)," the Bureau of Animal Industry (BAI) through the National Veterinary Quarantine Services is tasked to accredit domestic importers and exporters, and establishment from other countries that export animals and animal products and by-products to the Philippines, among others functions;

NOW, THEREFORE, I, JOSE Q. MOLINA, Director of Bureau of Animal Industry, by the powers vested in me by law, do hereby issue this Order providing guidelines governing the accreditation of importers of meat and meat products, as follows:

**Section I. CLASSIFICATION OF IMPORTERS**

- a. Meat processors – refer to meat processors duly accredited by the National Meat Inspection Commission (NMIC)
- b. Meat traders – refer to companies engaged in importing meat and meat products for the purpose of selling the same
- c. Institutional users – refer to food chains, hotels and restaurants and similar institutions importing meat and meat products for their own utilization

**Section II. ACCREDITATION PROCEDURE**

- a. The applicant must submit the following documents:
  1. Letter of Intent addressed to the Director of BAI
  2. Accomplished Accreditation Form
  3. Mayor's Business Permit (certified true copy)
  4. Department of Trade and Industry (DTI) or Securities and Exchange Commission (SEC) Registration (certified true copy)
  5. Bureau of Internal Revenue (BIR) – Tax Identification Number (TIN) (certified true copy)
  6. Customs Investigation and Intelligence Services (CIIS) accreditation (certified true copy)
  7. Letter of authority for the company's representative
  8. Lease of contract or proof of ownership of warehouse/cold storage facility
- b. In addition to the aforementioned requirements, meat processors shall submit a valid NMIC Certificate of Accreditation. Meat traders shall submit a list of prospective buyers. Hotels, restaurants and the like shall submit a Bureau of Food and Drugs (BFAD) certificate and/or sanitary permit.
- c. Upon compliance with the required documents, inspection of warehouse and cold storage facilities will be conducted. The warehouse/cold storage facilities shall have an established biosecurity measures and recording system. Incidental expenses related to the inspection shall be borne by the applicant.
- d. After satisfactory evaluation of the importing company, a certificate of accreditation signed and approved by the Director of BAI shall be issued and valid for two (2) years from the date of issuance. The accredited importing company shall be governed by existing rules and regulations on the importation of meat and meat products. An accreditation fee of P3000.00 shall be paid to the BAI.

**Section III. TRANSITORY PROVISIONS**

All existing importers shall be evaluated in accordance with the guidelines provided in this Order. Pending evaluation, importers shall be allowed to continue to import but not exceeding one year after the issuance of this Order.

**Section IV. PENALTY PROVISIONS**

Any violation may lead to the imposition of fines, suspension or revocation of accreditation, subject to existing rules and regulations.

This ORDER shall take effect immediately.

JOSE Q. MOLINA, DVM, MVS  
 Director  
 BUREAU OF ANIMAL INDUSTRY  
 VISAYAS AVENUE, DILIMAN, QUEZON CITY

2003 JUN 30

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