

Date: 2/21/12  
By: OST N



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
Office of the Secretary  
Elliptical Road, Diliman, Quezon City, 1100 Philippines

**Administrative Order**  
No. 21  
Series of 2011.

**SUBJECT: MANDATORY ACCREDITATION OF COLD STORAGE WAREHOUSE (CSW) FOR AGRICULTURAL AND FISHERIES PRODUCTS**

**WHEREAS**, under Art. 5 [Declaration of Policy] of the Consumer Act [RA7394]. - It shall be the duty of the State: (a) to develop and provide safety and quality standards for consumer products, including performance or use-oriented standards, codes of practice and methods of tests; (b) to assist the consumer in evaluating the quality, including safety, performance and comparative utility of consumer products; (c) to protect the public against unreasonable risks of injury associated with consumer products; (d) to undertake research on quality improvement of products and investigation into causes and prevention of product related deaths, illness and injuries; (e) to assure the public of the consistency of standardized products and that under Article 6 of the same law, it is the Department of Agriculture with respect to products related to agriculture;

**WHEREAS**, Art. 7 of the Consumer Act mandates the Department of Agriculture to establish consumer product quality and safety standards such as but not limited to precautions in storage, transporting and packaging;

**WHEREAS**, Section 8.3 of Republic Act (RA) No. 9296 otherwise known as Meat Inspection Code of the Philippines provides that the National Meat Inspection Service (NMIS) shall evaluate, classify meat establishments as to compliance to hygiene and sanitation standards;

**WHEREAS**, Administrative Order No. 9 Series of 1993 re Rules and Regulations Implementing RA No. 7394 – The Consumer Act of the Philippines Section 3: Functions of the Implementing Agencies, provides that NMIS shall accredit and classify meat source such as cold storage according to their facilities and handling practices;

**WHEREAS**, while the cold storage industry is continuing to grow rapidly in the Philippines, however, only the accreditation for the handling and maintenance of frozen meat and meat products throughout the cold chain had been established;

**WHEREAS**, the Bureau of Fisheries and Aquatic Resources (BFAR) has an existing procedure for the certification of cold storage warehouse/facilities used for the storage of fish and fishery/aquatic products based on its compliance to basic sanitation and hygiene requirements in support to the

implementation of the Hazard Analysis Critical Control Point (HACCP) system. However, if the cold storage warehouse used is part of the processing facility engaged in the freezing of fish and fishery products, the Certificate of Approval issued by BFAR to the fishery establishment engaged in freezing is extended to its cold storage facility.

**WHEREAS**, cold storage facilities are likewise required for the handling, maintenance and preservation of fruits, vegetables, other plant products; eggs and milk and other milk products;

**WHEREAS**, a centralized and harmonized system for the accreditation of cold storage facilities for meat and meat products; fishery and aquatic products; fruits, vegetables, other plant products; eggs and milk and other milk products shall be established;

**WHEREAS**, the accreditation of cold storage facilities will enable the Department to determine post-harvest problems and regulate the operation of cold storage facilities to effectively maintain the quality and safety of agricultural/fisheries products, with due regard to humidity needs or product compatibility;

**WHEREAS**, the DA requires that all agriculture and fishery products that needs to be stored in Cold Storage Warehouse (CSW) can only be traded if and when these are stored in an accredited and compliant CSW;

**WHEREAS**, the Department shall work hand in hand with the Cold Chain Association of the Philippines, Inc., a multisectoral group of companies and other professional organizations in the Philippines with the primary mission to organize the different industry sectors participating in the supply chain of both chilled and/or frozen food products and other groups operating temperature controlled product storage or distribution, for the efficient consultation, drafting and implementation of this Administrative Order, in accordance with Section 7 of the Consumer Act.

**NOW THEREFORE, I PROCESO J. ALCALA**, Secretary of the Department of Agriculture, by virtue of the powers vested in me by law, do hereby issue this Administrative Order for Mandatory Accreditation of CSW for Agricultural/Fisheries Products.

## **Section 1** **SCOPE**

This Order covers the guidelines on mandatory accreditation of Cold Storage Warehouse (CSW) for agricultural and fisheries products nationwide. CSW shall include but not limited to the following:

- 1.1 Cold Storage Warehouse for
  - 1.1.1 meat and meat products
  - 1.1.2 fisheries and aquaculture/aquatic products
  - 1.1.3 fruits, vegetables and other plant products
  - 1.1.4 milk and derivatives of milk; and eggs
  - 1.1.5 animal feeds
- 1.2 Reefer van/container van/plug-in facilities for reefer van storing agricultural and fisheries and aquaculture/aquatic products.

## **Section 2 OBJECTIVES**

The objectives of this Order are hereby enumerated:

1. To support the adoption of food safety risk analysis program of the Department of Agriculture, which is an essential tool of an effective food safety management;
2. To have a functioning traceability system that will provide adequate information on product condition and ensure fast tracking and recovery of affected lot found not in conformity with the established food safety standards;
3. To increase confidence among the regulators, industry and consumers that the measure for the cold storage of agricultural and fisheries products for local market and export are appropriate, in place and effective to control food safety hazards.

## **Section 3 DEFINITION OF TERMS**

For the purpose of these guidelines, the following terms and phrases shall mean:

**3.1 Accreditation** - the procedure by which the DA-CA CSW Composite Team (CSWCT) gives formal recognition through the issuance of a certificate of accreditation to a cold storage that complied with the accreditation requirements set by the Department of Agriculture, its Bureaus and Attached Agencies (government agency).

**3.2 Accreditation Requirements** – standards or measures established by the concerned government agency for the issuance of certificate of accreditation for CSW.

**3.3 Agricultural and fisheries products** - commodities, raw or processed, that is marketed for human consumption (excluding water, salt and additives) or animal feeds.

**3.4 Cold-chain** - refers to the various points of the production chain wherein the perishable commodity is kept at the required ideal temperature throughout the post-harvest handling stage to maintain its quality and safety.

**3.5 Cold Storage Warehouse (CSW)** - establishments accredited by Competent Authority which is being used for the storage of local and/or imported agricultural and fisheries products.

**3.6 Competent Authority (CA)** - the official government agency having jurisdiction over the commodity and has legal mandate to enforce relevant laws and regulations on quality and safety assurance of agricultural and fishery products for local/export market intended for human consumption.

**3.7 DA-CA CSW Composite Team (CSWCT)** - is composed of the Chairman, with a rank of at least Assistant Secretary, with Members from the NMIS, BAI, BFAR, BPI, and Legal Division with two (2) representatives each, and a Committee on CSW Accreditation (CCSWA).

**3.8 Food** - fruits and vegetables, eggs, butter, fresh animal flesh and fresh products there-from, and fresh fish and fishery products and fowl flesh, which are stored in a cold-storage warehouse.

**3.9 Food-borne hazard** - any biological, chemical or physical agent in, or condition of food, with the potential to cause an adverse effect on human health.

**3.10 Hazard Analysis Critical Control Point (HACCP)** – a preventive food safety management system which identifies, evaluates and controls the hazards which are significant to food safety. A HACCP Plan is a company's written document delineating the procedures to be followed to demonstrate the application of seven principles of HACCP to ensure food safety.

**3.11 Risk Analysis** - a systematic, disciplined approach for making food safety decisions, which includes three major components: risk assessment, risk management and risk communication. It is a powerful tool for carrying out science-based analysis for reaching out sound, consistent solutions to food safety problems.

**3.12 Traceability** - the ability to follow the movement of food through specified stage(s) of production, processing, storage and distribution.

## **Section 4 REQUIREMENTS FOR ACCREDITATION AND RENEWAL**

### **4.1 Application for accreditation**

4.1.1 The cold storages are required to comply with the following:

- 4.1.1.1 Duly accomplished and verified Application Form
- 4.1.1.2 Evaluation report and copy of the accomplished evaluation criteria
- 4.1.1.3 Floor Plan/Layout showing all storage rooms and other facilities for Specific products
- 4.1.1.4 Recent photographs of the inner and outer portions of the CSW
- 4.1.1.5 Documentary requirements
  - a. Business Permit (City/Municipal Government)
  - b. Environment Compliance Certificate/Certificate of Non- Coverage (DENR)
  - c. Permit to Operate/Exemption Certificate (DENR)
  - d. Photocopy of Business Registration – DTI/SEC
  - e. Sanitary Permit/Letter of Approval of Water Source and Potability (Deep well)- (DOH + NWRB)
- 4.1.1.6 Reliable recording system for readily available information
- 4.1.1.7 Rated capacity
- 4.1.1.8 List of clientele for the last two (2) years, where applicable

### **4.2 Renewal of Accreditation**

4.2.1 Cold storage applying for renewal of accreditation is required to comply with the following:

- 4.2.1.1 Duly accomplished and verified Application Form
- 4.2.1.2 Evaluation report and copy of the accomplished evaluation criteria
- 4.2.1.3 Updated documentary requirements, namely:
  - a. Business Permit
  - b. Permit to Operate/Exemption Certificate – DENR (waste disposal/treatment facilities)
  - c. Sanitary Permit/Letter of Approval of Waste Source and Potability (Deep well) – (DOH+NWRB)
- 4.2.1.4 Photographs of additional facilities/improvements, if any
- 4.2.1.5 List of clientele for the last two (2) years, where applicable

## **Section 5 AUDIT AND ASSESSMENT**

- 5.1 The Conduct of Audit and Assessment:
  - 5.1.1 The CCSWA shall evaluate the reports submitted by all CAs. The audit and assessment shall be conducted by authorized, experienced and trained inspectors of the CA concerned following their established guidelines and procedure for the inspection/assessment/audit of cold storage.
  - 5.1.2 The CCSWA shall indorse the submitted documents, as well as the report on the result of the audit and assessment simultaneously, to the CSWCT Chairman, copy furnished all CAs.

## **Section 6 ISSUANCE OF CERTIFICATE OF ACCREDITATION**

- 6.1 The following procedure shall be strictly observed in the accreditation/renewal of accreditation of CSW:

- 6.1.1 Application for Accreditation/Renewal of Accreditation
  - 6.1.1.1 Submission of duly accomplished Application Form (in duplicate) to the CA responsible for the bulk of goods being stored/to be stored by a CSW.
- 6.1.2 Schedule of Fees
  - 6.1.2.1 Payment of fees shall be imposed by the respective CA, where applicable.
- 6.1.3 Inspection and Evaluation of CSW

All CSW applying for accreditation/renewal of accreditation shall undergo inspection and evaluation using the accreditation criteria for CSW to ensure compliance with all the requirements and to determine the classification of the CSW applying for accreditation.

- 6.1.3.1 If documentary requirements are complete, the CA shall conduct the inspection and evaluation of the CSW and

make indorsements to the other agencies for them to conduct separate inspection and evaluation thereon.

6.1.4 Submission of Reports to the CA:

6.1.4.1 Each CA shall prepare their respective inspection and evaluation reports and submit the same to the CSWCT, which shall be referred to the CCSWA for further review and evaluation.

6.1.5 Issuance of a Certificate of Accreditation or letter of disapproval:

6.1.5.1 A Certificate of Accreditation shall be issued by the CSWCT Chairman to the CSW that meets the requirements. However, if there are comments/objection from any of the CAs involved, it shall be referred to the CCSWA for further study and recommendations of the CSWCT Chairman.

6.1.5.2 The CSWCT Chairman shall decide whether or not to grant or deny the application.

6.1.5.3 The Certificate shall indicate the types of products approved to be stored/kept in the CSW.

6.1.5.4 The validity period of the Certificate of Accreditation shall be for two (2) years unless revoked earlier.

6.1.5.5 The CA shall have the authority to conduct regular inspection on CSWs.

6.1.5.6 The CSWs which intend to add other products, other than those indicated in the Certificate of Accreditation, may seek its accreditation through the regular process, for which an Addendum shall be issued by the CSWCT Chairman, provided that the same will follow the expiration date indicated in the initially issued Certificate of Accreditation.

## **Section 7 RENEWAL OF ACCREDITATION**

7.1 Renewal of Accreditation

7.1.1 The application for renewal of accreditation shall be submitted to the concerned CA sixty (60) days prior to the expiry date specified in the Certificate of Accreditation to be renewed and shall follow the procedure for Accreditation in the preceding section.

7.1.2 The expiry date of the certificate of newly accredited CSW shall be on the following year falling on the date of issuance unless revoked earlier. Likewise, the expiry date of the CSW with a renewed accreditation shall always follow the expiry date of the initial accreditation. An application submitted to the regional office a day after the expiry date and likewise those with incomplete requirements shall be considered filed out of time.

- 7.1.3 The CSW granted with provisional accreditation shall automatically expire on the specified date, unless granted an extension after compliance with the recommended improvements.
- 7.1.4 CSW that needs renovation and/or provision of appropriate equipment and facilities must be complied first before endorsement to the CSWCT.
- 7.1.5 Failure to conform to the needed renovation and/or provision of equipment and facilities shall result to the downgrading of its classification or the pendency of the application for accreditation.
- 7.1.6 Failure to renew its Certificate of Accreditation on the specified date shall result in automatic revocation of its accreditation.
- 7.1.7 The CSW shall consistently follow the procedure for the issuance of a Certificate of Accreditation found in this order.

**Section 8**  
**RESPONSIBILITIES OF THE COLD STORAGE OPERATORS**

8.1 The cold storage operators and the accredited CSW shall comply with the terms and conditions of the CA's issuance of a Certificate of Accreditation.

- 8.1.1 The Cold Storage Operators shall:
  - 8.1.1.1 Fully cooperate with the CA in the implementation of this Order.
  - 8.1.1.2 Support the traceability system for food products being advocated by the Department of Agriculture.
  - 8.1.1.3 Allow duly authorized officers/inspectors of the CA to enter and inspect the CSW premises during reasonable hours and conditions.
  - 8.1.1.4 Allow the verification and evaluation of relevant records or documents.
  - 8.1.1.5 Provide assistance as may be needed to enable the control authority to conduct inspection and testing efficiently and effectively.
  - 8.1.1.6 Communicate immediately with the concerned competent authority for any technical problems that may arise.
  - 8.1.1.7 Not allow the unloading of imported products for storage therein in the absence of representative from the concerned CA.

**Section 9**  
**IMPLEMENTATION**

9.1 The following agencies shall be the CA in the implementation of this Order:

- 9.1.1 BFAR, for fishery and aquatic products.
- 9.1.2 NMIS, for meat and meat products.
- 9.1.3 BPI, for fruits, vegetables, plant parts and plant products.
- 9.1.4 BAI, for eggs, milk, other milk products, and animal feeds.

9.2 The concerned CA shall supervise the unloading of imported products for storage in accredited CSW.

**Section 10**  
**FUNCTIONS OF THE DA-CA CSW COMPOSITE TEAM (CSWCT)**

10.1 The CCSWA shall:

10.1.1 Evaluate the reports submitted by all concerned agencies and conduct audit and assessment of the CSW by its representatives.

10.1.2 Indorse the submitted documents, as well as the report on the result of the audit and assessment to the CSWCT.

10.2 The CSWCT shall:

10.2.1 Review all documents submitted by CCSWA and make recommendations to the CSWCT Chairman

10.2.2 CSWCT Chairman shall issue the Certificate of Accreditation or letter of disapproval of Accreditation, as the case may be.

10.2.3 Investigate and recommend to the DA Secretary appropriate actions/penalties for violations of this AO.

10.2.4 Provide Forum to address issues arising from the implementation of this Order.

10.2.5 Maintain a list of accredited CSWs and non-compliant and/or non-accredited CSW and monitor regularly.

**Section 11**  
**REPEALING CLAUSE**

The provisions of existing Memorandum Circulars, Administrative Order, other issuances or parts thereof that are inconsistent with the provisions of this Order are hereby modified, revoked or repealed accordingly.

**Section 12**  
**PENALTY PROVISION**

All persons, firm or corporation found guilty of directly or indirectly violating any provision of this Order shall be penalized under all existing relevant laws, which shall have suppletory application to this Order.

**Section 13**  
**COMPLIANCE PERIOD**

All CSWs shall submit their application forms within sixty (60) days after the effectivity of this AO.

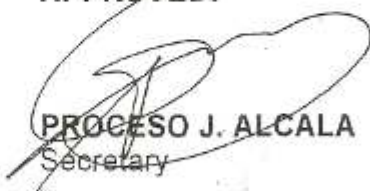


**Section 14  
EFFECTIVITY**

This Administrative Order shall take effect fifteen (15) days after publication in two (2) newspapers of general circulation, the Official Gazette and filing of a copy at the UP Law Center.

15th day of Sept., 2011, Quezon City, Metro Manila, Philippines.

**APPROVED:**

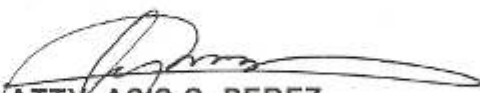
  
**PROCESO J. ALCALA**  
Secretary

DEPARTMENT OF AGRICULTURE  
  
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**RECOMMENDED BY:**

  
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Director  
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**References:**

NMIS documents on Accreditation  
RA No. 9296  
RA No. 7394  
Emerging Market Program of the Foreign Agricultural Service USDA  
RA No. 8550  
RA No. 8435

## CSW ACCREDITATION PROCESS FLOW

