

Department Circular No. 06, s. 2017

BUREAU OF ANIMAL INDUSTRY, May 08, 2017

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Adopted: 08 May 2017

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Pursuant to the provisions of Section 16 of Republic Act No. 10611 otherwise known as “Food Safety Act of 2013,” these guidelines are hereby promulgated to implement the food safety regulatory provisions of the Act, for the information and guidance of all concerned.

SECTION 1

OBJECTIVES

1.1 The Certification for GAHP is aimed at the following:

- 1.1.1 Facilitate farmer adoption of sustainable agricultural practices;
- 1.1.2 Uplift CARP-agricultural farm operators profile as member of the nationally recognized list of animal industry producers who are setting the benchmark for the production of safe and quality livestock and poultry products;
- 1.1.3 Empower farmers to respond to the demands of consumers for safe and quality livestock and poultry products;
- 1.1.4 Support and facilitate disease prevention and control program;
- 1.1.5 Increase the market access of livestock and poultry products both in the local and foreign markets; and
- 1.1.6 Enable consumers to exercise their option of buying quality livestock and poultry products from traceable and certified sources.

SECTION 2

SCOPE

These guidelines apply to granting, maintaining and withdrawing Good Animal Husbandry Practices (GAHP) Certificate to interested applicant raising food-producing animals for trading purposes.

SECTION 3

DEFINITIONS

3.1 Bureau of Animal industry (BAI) is the food safety regulatory agency and competent authority for food derived from animals including eggs and honey production.

3.2 Certification is the procedure by which official certification bodies or officially recognized certification bodies provide written or equivalent assurance that foods or food control systems conform to GAHP requirements. Official Inspection and Certification Systems are administered by the Bureau of Animal Industry having jurisdiction over the production of food derived from animals including meat, eggs, honey, and milk.

3.3 Code of Good Animal Husbandry Practices refers to the general principles of good practices in farm production system (from rearing to harvesting) and minimum requirements in the commercial or backyard

rearing/farming of animals for food use as indicated in the Code of Good Animal Husbandry Practices standard (BAFS/PNS 60).

3.4 Code of Good Bee Keeping Practices refers to the general principles of good practice and minimum requirements in the commercial or backyard apiaries/meliponary and in wild honey hunting intended for the production of honey; royal jelly, beeswax, cerumen, pollen, and propolis which applies to all species of bees.

3.5 Food Safety refers to the assurance that food will not provide hazard (physical, biological and chemical hazards) to the consumer when it is prepared or eaten according to its intended use.

3.6 GAHP Applicant can be classified as single proprietorship, corporations or partnership, foundation, cooperatives, associations, government owned farms and feedlot fattening raisers/consolidators/assemblers. They are further defined as follows:

3.6.1 Single proprietorship - refers to a person applying for certification and will be the certificate holder once his/her farm is certified based on its production system in place. The applicant is required to submit a certificate of business registration issued by the Department of Trade and Industry (DTI).

3.6.2 Corporations or Partnership - refers to juridical entities created by operation of law, having the right of succession, and the powers, attributes and properties expressly authorized by law or incident to its existence. They should have a valid registration to the Securities and Exchange Commission (SEC) and Articles of Incorporation or Partnership.

3.6.3 Foundation - non-stock, non-profit corporation with funds established to maintain and aid charitable, religious, educational, athletic, cultural, literary, scientific, social welfare or similar activities primarily through extending grants or endowments. They will secure a certificate of registration from Securities and Exchange Commission.

3.6.4 Cooperatives - refers to an autonomous and duly registered association of persons, with common bond of interest, who have voluntarily joined together to achieve their social, economic and cultural needs and aspirations by making equitable contributions to the capital required, patronizing their products and services and accepting a fair share of risks and benefits of the undertaking in accordance with the universally accepted cooperative principles. The applicant should have a valid certification from the Cooperative Development Authority (CDA) or Department of Labor and Employment (DOLE), whichever is applicable.

3.6.5 Associations - refers to any group of workers or people organized for mutual aid and protection of its members or for any legitimate purpose other than collective bargaining. They are required to submit valid registration from SEC or registration of Worker's Association from the Department of Labor and Employment (DOLE).

3.6.6 Government owned farms - refers to agricultural farms utilizing government funds for production, research and development processes. They are required to submit the law highlighting the provision of creating such establishment.

3.6.7 Feedlot Fattening Raisers/Consolidators/Assemblers - are swine or cattle operators wherein animals are being raised to gain the desired weight in marketable age at specific period of time.

3.7 Honey refers to natural sweet substance produced by bees.

3.8 Inspection refers to a systematic and functionally independent examination of farm operations in compliance with the minimum requirements set in the GAHP standards.

3.9 Inspection Team refers to a group or technical personnel comprising the GAHP Secretariat, national trainers, and inspectors from regional and national offices of the Department of Agriculture (DA).

3.10 Inspection Report refers to a record that summarizes the observation and inspection findings of inspectors during the conduct of farm inspection.

3.11 Livestock is the collective term used for any domestic or domesticated animals including bubaline, bovine, ovine, porcine, caprine, equine, poultry and bees raised for food or in the production of food. For the purpose of this guidelines, crocodile production shall be included.

3.12 Milk is the normal secretion obtained by the complete milking of one or more healthy dairy animals, free from colostrum, without either addition to it, or extraction from it, has undergone heat processing, intended for consumption as liquid milk or for further processing.

3.13 Monitoring refers to the systematic gathering of data through the conduct of inspection within the validity of certificate, which ensures that the certified farm is able to maintain the implementation of the GAHP standards.

3.14 National Dairy Authority (NDA) is the food safety regulatory agency and competent authority for production and post-harvest handling of milk.

3.15 Poultry is a collective term for all domesticated avian species for the purpose of food consumption or, the dressed/processed carcass for human consumption. Fowl is a term used to refer to a specific group of avian sharing common anatomical characteristics (e.g. chicken, turkey and ostrich).

3.16 Rabbit is any small domesticated mammals in the family Leporidae that are raised for food or food production.

3.17 Raising is the act of farming or rearing of animals.

3.18 Revocation refers to the complete annulment or recall of the awarded official certificate.

SECTION 4

ADMINISTRATION

4.1 Good Animal Husbandry Practices Certification Committee (GAHPCC)

4.1.1 They shall be composed of the following heads of offices or their designated representatives:

4.1.1.1 Chairperson: Assistant Director, Bureau of Animal Industry

(BAI)

Members: Chief, Animal Health and Welfare Division

(AHWD)

Chief, Animal Feeds, Veterinary Drugs and

Biologics Control Division (AFVDBCD)

Chief, Livestock Research and Development

Division (LRDD)

Chief, Veterinary Laboratory Division (VLD)

Chief, National Veterinary Quarantine Services

Division (NVQSD)

4.1.2 The GAHPCC shall have the following tasks:

- 4.1.2.1 Endorse to the BAI Director a list of qualified applicants to be issued a GAHP Certificate;
- 4.1.2.2 Endorse qualified National and Regional Inspectors to the BAI Director;
- 4.1.2.3 Review and approve any changes in standards and fees;
- 4.1.2.4 Document best practices of farms on GAHP;
- 4.1.2.5 Hear appeals;
- 4.1.2.6 Annually review investigations of complaints about non-compliances in the production and sale of products that do not adhere to GAHP; and
- 4.1.2.7 Determine legal actions for non-compliance with the standards and misrepresentation of GAHP seal.

4.2 GAHP Team

The GAHP Team shall be composed of GAHP secretariat, inspectors and national GAHP trainers. The following provides specific details of the aforementioned:

4.2.1 GAHP Secretariat. BAI-AHWD shall act as the secretariat of the GAHPCC. The GAHPCC Secretariat shall have the following functions:

- 4.2.1.1 Accept and conduct preliminary document assessment of submitted applications;
- 4.2.1.2 Coordinate the inspection activities;
- 4.2.1.3 Set out the inspection plan, time frame and scope of inspection;
- 4.2.1.4 Facilitate conduct of inspectors' meeting;
- 4.2.1.5 Receive and submit the results of evaluation and findings to the members of the GAHPCC;
- 4.2.1.6 Keep all pertinent documents related to GAHP Certification;
- 4.2.1.7 Draft official communications regarding any GAHP application for approval of GAHPCC;
- 4.2.1.8 Assist inspectors during the conduct of inspection/s in coordination with Department of Agriculture - Regional Field Offices (DA-RFOs);
- 4.2.1.9 Coordinate with the applicant's non-compliances reflected in the inspection report and non-compliant form;
- 4.2.1.10 Conduct follow-up inspection/s and validation inspection/s, in case of unavailability of inspectors with prior approval from the GAHPCC Chairperson;
- 4.2.1.11 Consolidate inspection reports of GAHP inspectors; and
- 4.2.1.12 Prepare meeting reports and other documents of the GAHPCC.

4.2.2 GAHP inspectors. BAI shall maintain a pool of inspectors at the national and regional level with the designated regional inspectors from DA Regional Field Offices (RFOs) serving as members of the inspection team.

4.2.2.1 National GAHP Inspectors. They shall perform the following functions:

- 4.2.2.1.1 Review and evaluate submitted documents by the applicants during actual inspection/s;
- 4.2.2.1.2 Conduct actual farm inspection/s;

4.2.2.1.3 Prepare inspection reports;

4.2.2.1.4 Determine the applicant's non-compliances to be reflected in the inspection report and non-compliant form;

4.2.2.1.5 Report the results of the evaluation and findings to the GAHPCC;

4.2.2.1.6 Endorse applicants for certification to the GAHPCC;

4.2.2.1.7 Monitor GAHP certified farms at least once or as deemed necessary during the period of validity of the certificate;

4.2.2.1.8 Document best practice on GAHP; and

4.2.2.1.9 Perform other tasks related to GAHP certification that may be assigned from time to time.

4.2.2.2 Regional GAHP Inspectors are composed of identified technical personnel duly designated by their respective DA Regional Heads. They will perform similar duties that of National GAHP Inspectors. In addition, they are also tasked to conduct initial and follow-up inspection of applying farms other than their own region as assigned by the GAHPCC Chairperson. Also, recommendations of farms compliant to GAHP would be endorsed to the National Inspectors.

4.2.3 National GAHP Trainers. They shall be composed of technical personnel based in the DA central offices, duly designated by the heads of the following offices: BAI PCAF, NDA, PCC, ATI, BAFS and academic institutions. They shall perform the following functions:

4.2.3.1 Assist the GAHP inspectors in the interpretation of the Philippine National Standard (PNS) for GAHP relevant to the certification program;

4.2.3.2 Assist and participate in the activities relevant to promoting the PNS for GAHP such as, but not limited to, seminar awareness, training, assessment;

4.2.3.3 Conduct capacity building activities for the regional GAHP Team; and

4.2.3.4 Perform other tasks related to GAHP certification that may be assigned from time to time.

4.3 Regional GAHP Team (RGhT)

The Regional GAHP Team shall be composed of livestock representatives from various sectors including, but not limited, to DA Regional Field Offices, academe, local government units and private sectors. This does not necessarily replicate the GAHP Team previously discussed. Moreover, the composition and specific tasks of the RGhT are the following:

4.3.2 The RGhT shall be composed of the following:

4.3.2.1 Head/s: Regional Executive Director (RED) or Regional Technical Director (RTD) for Research and Regulations

4.3.2.2 Members: Chief Regulatory Division or representative/s Regional Livestock program representative/s Designated technical personnel Provincial, City and Municipal Veterinary Officers (PVOs, CVOs, MVOs) / Provincial, City and Municipal Agriculture Officers (PAOs, CAOs, MAOs), whichever is applicable DA Livestock agencies representatives/s Agriculture Extension Workers (AEWs)/Service Providers State Universities and Colleges (SUCs) representative/s Private sector/Non-Government Organization (NGO) representatives/s Agricultural Program Coordinating Officers (APCO)

4.3.3 The RGhT shall have the following functions:

4.3.3.1 Coordinate and collaborate with relevant development of plans and programs related to GAHP standards and certification program;

4.3.3.2 Provide technical assistance, including training, to the farmers in implementation of the GAHP standard;

4.3.3.3 Provide technical assistance to eligible farmers applying for GAHP certification;

4.3.3.4 Endorse technically assisted eligible applicants to GAHP Secretariat;

4.3.3.5 Conduct monitoring activities to technically assisted GAHP-certified farms to ensure continued compliance to relevant GAHP standard(s);

4.3.3.6 Participate in the conduct of studies related to GAHP;

4.3.3.7 Develop IEC materials related to GAHP; and

4.3.3.8 Act as resource speakers during GAHP capacity building activities.

SECTION 5

GAHP APPLICATION

5.1 The GAHP certification shall apply to farms operated under single proprietorship, corporations or partnership, foundations, cooperatives, associations, government owned farms and feedlot fattening raisers/consolidators/assemblers.

5.2 Applicant shall submit the duly accomplished application form and supporting documents to the GAHP Secretariat.

5.3 Supporting Documents. The applicants shall submit the following supporting documents that are updated and based on the current year of application;

5.4.1 Farm/Organization Profile

5.4.2 Brief historical development of farm

5.4.3 Production flow chart

5.4.4 Farm Operations manual

5.4.5 Farm records - at least two (2) years of records for farms operating more than two (2) years and at least six (6) months for newly established farms

5.4.6 Vicinity map

5.4.7 Municipal/City licenses and/or permit (including zoning clearance)

5.4.8 Certificate of Registration (DTI/SEC/CDA/DOLE)

5.4.9 Environmental Compliance Certificate (ECC) / Certificate of Non-Coverage (CNE) from DENR[1]

5.4.10 Discharge permit (Laguna Lake Development Authority/DENR)

5.4.11 Animal Welfare Registration (BAI)[2]

5.4.12 Feeds, feed ingredients or Feed Establishment Registration (BAI)

5.4.13 If applicable, Livestock Handler's License (BAI)

5.4.14 If applicable, Livestock Transport Carrier Registration (BAI)

5.4.15 Other certificates provided for government farms

5.5 The GAHP Secretariat shall shoulder the expenses relevant to GAHP certification such as, but not limited to, traveling expenses and per diem.

SECTION 6

GAHP CERTIFICATION

6.1 GAHP Certification Procedures. The GAHP certification shall proceed as follows:

6.1.1 Only applicants with complete documentary requirements shall be considered for inspection.

6.1.2 The GAHP applicant shall be notified within fifteen (15) working days of the farm inspection schedule after evaluation of the completed documentary requirements by the Secretariat.

6.1.3 Inspectors shall conduct an “entry and exit” meeting with the applicant or authorized representative during the inspection process. The inspector shall cover all findings noted on the inspection form.

6.1.4 Inspectors shall verify farm management practices based on records submitted. There shall be a farm coordinator present during the inspection process.

6.1.5 Inspectors shall take samples for testing of animal tissues, blood, urine and products such as but not limited to eggs; milk (if available without destructive sampling) and honey; as well as feeds; as may be necessary. This shall be part of the inspector’s report and shall be allowed by applicant seeking GAHP certification. Initial laboratory test expenses shall be shouldered by the GAHP Program Secretariat. Succeeding analyses shall be shouldered by the GAHP applicant.

6.1.6 Conduct of inspection for GAHP and Animal Welfare shall be performed simultaneously in order to minimize the risk of potential hazards in accordance to biosecurity protocols of the farm, as may be necessary.

6.2 Issuance of GAHP Certificate. The GAHP certification shall be issued according to the following:

6.2.1 GABP certification shall be issued based on compliance with the PNS on Code of Good Animal Husbandry Practices (BAFS/PNS 60) and Code of Good Bee Keeping Practices (BAFS/PNS 186).

6.2.2 GAHP inspectors shall submit the inspection report to the GAHPCC, through the GAHP Secretariat within five (5) working days after the conduct of farm inspection.

6.2.3 GAHPCC shall evaluate the inspection report and indicate their recommendations within ten (10) working days upon the receipt of the inspection report. The recommendation shall be either of the following: approved, denied or pending.

6.2.4 GAHP Secretariat shall notify the applicant of the status of application within five (5) working days upon receipt of the GAHPCC recommendation.

6.2.5 GAHPCC, through facilitation of GAHP Secretariat, shall endorse compliant applicants to the Office of the BAI Director for GAHP certificate issuance within five (5) working days.

6.2.6 The Office of the BAI Director shall issue certificate with unequivocal certificate number.

6.3 Validity and Renewal of GAHP Certificate. GAHP certification shall remain valid and shall be renewed based on the following:

6.3.1 Initial certification shall be valid for one (1) year while the succeeding GAHP certification shall be valid for two (2) years. In both validity periods, the farm shall be monitored at least once on their compliance to GAHP, including unannounced visits, if possible.

6.3.2 GAHP certified farms producing meat products shall be monitored through post-harvest testing of samples in the slaughterhouses as well as retail shops where animal products or by-products are brought in. This shall be carried out in collaboration with the National Meat Inspection Service (NMIS) and other competent authorities having jurisdiction over the establishment.

6.3.3 GAHP certified dairy farms shall be monitored through testing of samples in the production and plant in collaboration with National Dairy Authority (NDA) and other competent authorities having jurisdiction over the establishment.

6.3.4 GAHP certified farms shall renew their certificate by submitting a new application or letter of intent sixty (60) days prior to its expiration date.

6.3.5 Upon receipt of the renewal request, farm inspection shall be performed within thirty (30) working days or as scheduled, preferably during the livestock production season.

6.3.6 Inspection shall be done during periods where farms have existing inventory/production or operation.

6.3.7 In situations wherein the farms have no inventory/production or operation in place when the inspection is due, and provided that the farm owner has already signified his/her intention for re-certification, BAI may opt to consider extension of validity of the previous certificate by up to three (3) months. This is to give enough time for the farm to have existing inventory/production during inspection for renewal of certificate. An extension shall only be granted to the applicants who have submitted a letter of intent on renewing the certificate sixty (60) days prior to its expiration date.

6.3.8 GAHP certificate shall be non-transferable. Any changes in circumstances such as, but not limited to, ownership; business name, address, shall be considered as new application.

6.4 Revocation of GAHP Certificate. GAHP certification shall be revoked based on violations of any pertinent provisions of the GAHP Standard. The BAI reserves the right to publicly announce in any means available, the revoked or cancelled GAHP Certificate issued to any holder.

SECTION 7

ADVERTISEMENT

7.1 GAHP certified farms shall be eligible to use the GAHP official seal that may be placed on their packaging material of livestock and poultry products (See Annex A for prescribed format). It shall be considered an offense for any farm or company to use the seal to advertise the farm products not produced by GAHP certified farms.

7.2 GAHP certified farms shall be allowed to advertise their products using the GAHP seal. This privilege shall be withdrawn in the event that there are non-compliances with the relevant regulations and guidelines.

7.3 All materials containing the seal shall be submitted to the GAHPCC for approval of their use and release to the public.

7.4 Any misrepresentation of the GAHP seal shall be subjected to legal actions specified by GAHPCC.

SECTION 8

CONFIDENTIALITY

8.1 All employees, contractors and committee members must adhere to the principles of confidentiality. Information submitted by the applicants shall not be released to the public, such as but not limited to, production practices, feed ingredients; customer list, complaints log without written permission of the applicant. However, the following information may be released:

8.1.1 Name, address and telephone number of the applicant;

8.1.2 To confirm whether or not to applicant's operation was approved on a specific date;

8.1.3 Any information to comply with a court order; and

8.1.4 Any information to comply with a request from the GAHPCC investigating an alleged complaint.

SECTION 9

CONFLICT OF INTEREST

Conflict of interest is defined as having an economic interest with a producer or processor under review for approval one year prior to, during or one year after work or employment was concluded. Staff, contractors and committee members with a conflict of interest must make the interest or conflict known and must inhibit himself/herself in discussions and decisions regarding the applicant under review.

SECTION 10

EFFECTIVITY

This Circular shall take effect fifteen (15) days upon its publication in a newspaper of general circulation and three (3) copies of this Circular shall be sent to the University of the Philippines Law Center.

So Ordered.

(SGD) EMMANUEL F. PINOL

Secretary

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Other Issuances Filed by the Bureau of Animal Industry (BAI)

Text Available at the Office of the National Administrative Register, U.P. Law Complex, Diliman, Quezon City

Date Filed

Issuance No.

Subject/Title

Adopted

25 July 2017

Memorandum Order No. 23, s. 2017

Temporary Ban on the Importation of Domestic and Wild Birds and Their Products Including Poultry Meat, Day Old Chicks, Eggs and Semen Originating from Lincoln County, Tennessee, USA

08 March 2017

25 July 2017

Memorandum Order No. 26, s. 2017

Temporary Ban on the Importation of Domestic and Wild Birds and Their Products Including Poultry Meat, Day Old Chicks, Eggs and Semen Originating from Moscow Oblast, Rostov Oblast and Republic of Tatarstan, Russia

30 May 2017

31 July 2017

Memorandum Order No. 27, s. 2017

Lifting the Temporary Ban on the Importation of Domestic and Wild Birds and Their Products Including Poultry Meat, Day Old Chicks, Eggs and Semen Originating from Gerona, Spain

09 June 2017

31 July 2017

Memorandum Order No. 28, s. 2017

Lifting the Temporary Ban on the Importation of Domestic and Wild Birds and Their Products Including Poultry Meat, Day Old Chicks, Eggs and Semen Originating from the Netherlands

30 May 2017

31 July 2017

Memorandum Order No. 29, s. 2017

Lifting the Temporary Ban on the Importation of Domestic and Wild Birds and their Products Including Poultry meat, Day Old Chicks, Eggs and Semen Originating from Poland

21 July 2017

11 August 2017

Memorandum Order No. 30, s. 2017

Temporary Ban on the Importation of Beef and Poultry Meat from Twenty-Five (25) Department of Agriculture (DA) Accredited Foreign Meat Establishments (FME) from Brazil

17 July 2017

11 August 2017

Memorandum Order No. 31, s. 2017

Temporary Ban on the Importation of Domestic and Wild Birds and their Products Including Poultry meat, Day Old Chicks, Eggs and Semen Originating from Oostkamp and Menen in West Flanders, Belgium

14 July 2017

11 August 2017

Memorandum Order No. 32, s. 2017

Temporary Suspension of All Brazilian Foreign Meat Establishments (FMEs) to Export Meat Into the Philippines

31 July 2017

11 August 2017

Memorandum Order No. 33, s. 2017

Lifting the Temporary Ban on the Importation of Domestic and Wild Birds and their Products Including Poultry Meat, Day Old Chicks, Eggs and Semen Originating from Japan

03 July 2017

13 September 2017

Memorandum Circular No. 09, s. 2017

Lifting the Ban on the Movement of Poultry and Poultry Products in the 7-Km Avian Influenza Control Zone

31 August 2017

13 September 2017

Administrative Circular No. 08, s. 2017

Lifting the Ban on the Movement of Live Birds, Poultry Products Including Poultry Meat, Eggs and Other Products from Luzon to Visayas and Mindanao

22 August 2017

27 September 2017

Memorandum Order No. 37, s. 2017

Lifting the Temporary Ban on the Importation of Domestic and Wild Birds and Their Products Including Poultry Meat, Day Old Chicks, Eggs and Semen Originating from Bulgaria

01 August 2017

[1] Refer to Annex B for Project Threshold for coverage screening and categorization for Livestock and Poultry Projects

[2] Refer to Annex C for Minimum Requirements for Animal Welfare registration

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