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GUIDELINES ON THE ISSUANCE OF BAI IMPORT PERMIT

DA LETTER CIRCULAR NO. 1 s. 1992, September 14, 1992

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Pursuant to Republic Act 1556, as amended by Presidential Decree No. 7 dated September 21, 1972 and by virtue of DA-AO Number 24 dated August 21, 1991 and NFA Circular 1992 Number 41 dated May 18, 1992 and for purposes of monitoring the quality of all imported feeds/feedstuff and veterinary drugs and products, all applications/requests for import permits for all feeds/feed additive supplements, trace minerals and choline chloride, feed grades or prepared animal feeds/veterinary drug and product premixes, water solubles coded SEP 081.99.01 and other preparations of a kind used for animal food, n.e.s. coded SEP 081.99.09 which do not contain corn or corn substitutes, or for feed ingredients are hereby enjoined to secure an import permit from the BAI-AFSD and to observe the following guidelines prior to importation and opening of the Letter of credit to wit:

1. All prospective applicants for BAI-ASFD import permit should submit the following to the Animal Feeds Standard Division of BAI:

NEW APPLICATIONS:

- Duly accomplished BAI application form

- Pro-forma Invoice

- Samples of not less than two hundred fifty (250) grams per product for analysis purposes + cost of laboratory.

c.1

Test procedures/protocol of feed additives, feed supplements, veterinary drug and product premixes and water solubles.

c.2

Certificate of analysis, certificate of free sale, certificate of product registration of above products being imported duly authenticated by the Philippine consulate from the country of origin.

c.3

Brochures, complete technical dossiers/relevant literatures and/or scientific evidences on feed additives, supplements and veterinary drug and product premixes and water solubles.

c.4

Copy of authenticated Foreign Agency Contract/notarized valid contract of Agreement with the manufacturer containing a stipulation that the manufacturer containing a stipulation that the manufacturer and trader are jointly responsible for the quality of the product.

c.5

Copy of authenticated government certificate attesting to the status of the manufacturers competency and

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reliability of the personnel and facilities.

OLD APPLICATIONS:

- Valid BAI license

- Duly accomplished BAI application form

- Latest Import Permit (for repeat order of products with same supplier)

- Pro-forma invoice

BAI shall not, however, be precluded from requesting importers, for additional requirements.

Applications for import permit with incomplete requirements shall not be accepted/processed.

Prior to the issuance of the approved permit, the importer shall pay the appropriate import permit processing fee as approved per DA-AO # 37 dated 12-20-91. This fee will cover all expenses incurred by BAI-AFSD in the processing of the import permit.

2. All importations contracted or booked should be reported to the Animal Feeds Standard Division (AFSD) Visayas Avenue, Diliman, Quezon City of the Bureau of Animal Industry within the period of five (5) working days from contracted date.

3. Reports of importation submitted should be properly supported by a xerox copy of the Letter of Credit (LC) issued by the Central Bank of the Philippines, Manila or other authorized commercial banks.

4. Actual arrival of shipment should be reported to AFSD so that our BAI's duly authorized representative can collect samples for feed quality control purposes and for payment of inspection fees in the amount of fifty (P0.50) centavos per ton of feeds/feedstuff and twenty (P0.20) centavos per kilogram of feed additives/supplements/premixes imported in accordance with Ministry Order # 6-83 of the Ministry of Finance pursuant to Batas Pambansa Bilang 325 dated August 23, 1983.

5. If shipment has been cancelled or delayed, same should be reported.

Generally, import permits shall be valid for a maximum of 60 calendar days covering the period from date of issuance of import permit up to the expected latest date of vessel arrival.

Non compliance with this letter circular shall subject the offender to prosecution and the penalties provided for under RA 1556 as amended by PD No. 7, and other applicable laws, rules and regulations without prejudice to the imposition of administrative sanctions.

Any provision of letter circular orders and regulations inconsistent with the provisions of this Letter Circular is hereby repealed and/or modified accordingly.

This Letter Circular shall take effect immediately.

Adopted: 14 Sept. 1992

(Sgd.) ROBERTO S. SEBASTIAN
Secretary

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