



Republic of the Philippines
Department of Agriculture
Fertilizer and Pesticide Authority
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26 April 2021

MEMORANDUM CIRCULAR

No. 12

**TO : FPA CENTRAL OFFICE PERSONNEL
FERTILIZER AND PESTICIDE STAKEHOLDERS
ALL CONCERNED**

**SUBJECT : USE OF ONLINE APPOINTMENT SCHEDULER FOR ALL
TRANSACTIONS IN THE FERTILIZER AND PESTICIDE
AUTHORITY (FPA) CENTRAL OFFICE**

In connection with FPA's MC No. 10 s. 2021, FPA will be deploying an online application system to be used as a scheduler for booking an appointment for all transactions to be made in the FPA Central Office.

Booking can now be accessed through the following links:

For Pesticide Product Registration	https://koalendar.com/e/fpa-prd-reg
For Pesticide License	https://koalendar.com/e/fpa-prd-license
For Pesticide EUP	https://koalendar.com/e/fpa-prd-eup
For Pesticide CAIP	https://koalendar.com/e/fpa-prd-caip
For Fertilizer Related Services	https://koalendar.com/u/fpafdrdsched
For Fertilizer Products	https://koalendar.com/e/product-registration-renewal
For Fertilizer License	https://koalendar.com/e/license-to-operate-lto-as
For Fertilizer Pickup	https://koalendar.com/e/pickup-and-other-services
For Payment Transaction	https://koalendar.com/e/payment-scheduling
For Appointments with the:	
Executive Director	https://koalendar.com/e/oedsched
Deputy Executive Director for Fertilizer	https://koalendar.com/e/meet-with-dedf-eric-divinagracia
Deputy Executive Director for Pesticide	https://koalendar.com/e/meet-with-fpa-dedp-romirose-b-padin

Clients are reminded that FPA is implementing a '**NO APPOINTMENT, NO ENTRY**' policy in the duration of the community quarantine.

A food-secure Philippines
with prosperous farmers and fisherfolk



Prior to actual booking of schedule, kindly ensure that communications with the concerned division/ officers are carried out to avoid delays in transaction.

When transacting with the concerned offices, clients are reminded to follow proper health and safety protocols such as the wearing of face masks and face shields.

For any updates and advisories, please see our website at www.fpa.da.gov.ph.

For guidance and strict compliance.



WILFREDO C. ROLDAN
Executive Director