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OFFICE OF THE SECRETARY
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DEPARTMENT CIRCULAR

No. 02
Series of 2024

TO : ALL REGISTRANTS OF PESTICIDES AND OTHER
AGRICULTURAL CHEMICALS (e.g., DISINFECTANTS) FOR
ANIMAL FACILITIES
ALL CONCERNED STAKEHOLDERS
THIS OFFICE

SUBJECT : FERTILIZER AND PESTICIDE AUTHORITY's (FPA's)
RECOGNITION OF FULLY REGISTERED PESTICIDES AND
OTHER AGRICULTURAL CHEMICALS FOR ANIMAL FACILITIES
FROM THE BUREAU OF ANIMAL INDUSTRY (BAI)

WHEREAS, Pursuant to Presidential Decree 1144, Series of 1977, Section 9, no pesticides, fertilizer, or other agricultural chemical shall be exported, imported, manufactured, formulated, stored, distributed, sold, or offered for sale, transported, delivered for transportation, or used unless it has been duly registered with the Fertilizer and Pesticide Authority (FPA). Further, no person shall engage in the business of exporting, importing, manufacturing, formulating, distributing, supplying, repacking, storing, commercially applying, selling, marketing, of any pesticides, fertilizer and other agricultural chemicals except under a license issued by the FPA.

WHEREAS, The Bureau of Animal Industry (BAI) previously regulates the other agricultural chemicals for animal facilities and in order for the proper execution of the above-mentioned legal provision, the Fertilizer and Pesticide Authority (FPA) created a Memorandum Circular No. 11 series of 2021 to transfer the product registration to FPA since the Bureau of Animal Industry (BAI) have no jurisdiction to register these products. The BAI is not empowered to issue registrations for pesticides and other agricultural chemicals intended for animal facilities.

WHEREAS, Given the FPA's commitment to continually improve efficiency to deliver regulatory services and for the smooth transition of processes from the BAI, the FPA hereby recognizes the BAI fully registered pesticides and other agricultural chemicals for animal facilities.

As defined in Section 3 of the Presidential Decree 1144, Series of 1977,

"Pesticide means any substance or product, or mixture thereof, including active ingredients, adjuvants, and pesticide formulations, intended to control, prevent, destroy, repel, or mitigate directly or indirectly, any pest. It shall be understood to include insecticide, fungicide, bactericide, nematocide, herbicide, molluscicide, avicide, rodenticide, and the like."

"Other agricultural chemicals shall mean chemicals, chemical inputs, and chemical compounds not covered by definition of fertilizer and pesticide but utilized by the agricultural sector."

As classified in the Pesticide Regulatory Policies and Implementing Guidelines,

"Other agricultural chemicals include defoliant, desiccant, wood preservative, surfactant/adjuvant, emulsifier, wetting agent, penetrant, synergist, manufacturing/intermediate products, disinfectants, etc."

The following conditions shall apply to qualify BAI fully registered pesticides and other agricultural chemicals for animal facilities to FPA full product registration:

A. PESTICIDES AND OTHER AGRICULTURAL CHEMICALS FOR ANIMAL FACILITIES WITH PREVIOUSLY ISSUED FPA PROVISIONAL, CONDITIONAL OR EXTENSION CERTIFICATE OF PRODUCT REGISTRATION.

The certificate of product registration shall be converted to FULL product registration with a validity of three (3) years upon submission of the following, and the payment of applicable fee:

- a. Application Form P-012, duly notarized and with documentary stamp;
- b. Application Form P-022, duly notarized and with documentary stamp;
- c. Product Stewardship Program; and
- d. Resubmission fee of four thousand pesos (Php 4,000.00) for the issuance of Certificate of Product Registration (CPR).

B. PESTICIDES AND OTHER AGRICULTURAL CHEMICALS FOR ANIMAL FACILITIES WITH FULL BAI CERTIFICATE OF PRODUCT REGISTRATION (CPR) WITHOUT PREVIOUSLY ISSUED FPA CERTIFICATE OF PRODUCT REGISTRATION.

The FPA shall recognize BAI fully registered pesticides and other agricultural chemicals for animal facilities that are included in the BAI-endorsed product list. Full FPA product registration will be granted upon compliance of the following requirements and applicable fees (Table 1):

- a. Application Form P-012, notarized and with documentary stamp;
- b. Application Form P-022, notarized and with documentary stamp;
- c. Copy of License to Operate as Pesticide Handler Issued by the FPA;
- d. Recommendation with Risk Appraisal Report from the FPA Regional or Provincial Officer/ Copy of Warehouse Registration Issued by the FPA;

- e. BAI-approved product label;
- f. FPA-approved product label;
- g. Certificate of Analysis or Certificate of Product Composition (COA) from the manufacturer/formulator/source;
- h. Certified true copy of the BAI Full CPR (in instances where the product was not included in the list endorsed by the BAI);
- i. Material Safety Data Sheet; and
- j. Product Stewardship Program

Table 1. Schedule of fees for full product registration of pesticides, and other agricultural chemicals for animal facilities based on the product and the active ingredient.

PRODUCT BY CATEGORY	AMOUNT (FEE)
Category I and II	Php 15,000.00 (per source)
Category III and IV	Php 7,000 .00 (per source)
ACTIVE INGREDIENT	AMOUNT (FEE)
Category I and II	Php 20,000 (per source)
Category III and IV	Php 15,000 (per source)

Prior to the CPR release, the applicable fees must be paid, and the official receipt must be presented to the Pesticide Regulations Division.

C. PESTICIDE AND OTHER AGRICULTURAL CHEMICALS FOR USE IN ANIMAL FACILITIES THAT HAS BEEN CLASSIFIED BY THE FPA UNDER CATEGORY II (YELLOW-BAND LABEL) WITH FPA CONDITIONAL/PROVISIONAL, EXTENSION PRODUCT REGISTRATION.

For products classified by the FPA under Category II (yellow-band label) due to insufficient toxicology data submission, the registrant may submit new/additional data for reclassification, subject to the FPA's evaluation and approval.

Prior to the CPR release, a re-submission fee of four thousand pesos (Php 4,000.00) must be paid and the official receipt must be presented to PRD.

D. VALIDITY AND RENEWAL OF CERTIFICATE OF PRODUCT REGISTRATION

The validity of full product registration shall be three (3) years renewable three (3) months before its expiry date, and requires the submission of the documentary requirements and applicable fees.

1. For the renewal of product registration, application may be submitted three (3) months before its expiry date. However, applications filed within one (1) month after its expiry date shall be subjected to a 50% surcharge while those filed after one (1) month of its expiry date shall be subjected to a 100% surcharge.
2. As part of the obligations of registrants, all suspected adverse chemical effects associated with the use of the product, or which have serious implications on health and/or environment shall be reported immediately to the FPA and followed up with a report of investigation of the incident. Any development of resistance to the registered product by a pest or any unforeseen breakdown in stability shall be reported to the FPA together with corrective action. Failure to meet these could result in a fine and a possible cancellation of registration.
3. Pursuant to Section 9 of the Presidential Decree 1144, Series of 1977, the Authority has the power to suspend, revoke, or amend the registration status of any pesticide or agricultural chemical based on the following:
 - a. False statements in the documents submitted to the FPA or any acts of dishonesty, fraud or deceit;
 - b. Violation of P.D. 1144, s1977 or failure to observe the FPA rules and regulations;
 - c. Ignorance, negligence, poisoning or death in the community;
 - d. Application, or supervision of the use, of any restricted pesticide and other agricultural chemicals in a manner inconsistent with its labelling;
 - e. Non-compliance with the required use of safety equipment and/or operation of faulty or unsafe equipment causing injury or death of the applicator; and
 - f. Refusal to allow inspection of premises and records or to give information requested by the FPA.

E. LICENSE TO OPERATE AS HANDLER AND DEALER OF PESTICIDE AND OTHER AGRICULTURAL CHEMICALS FOR ANIMAL FACILITIES, WAREHOUSE REGISTRATION AND CERTIFICATE AUTHORIZING IMPORTATION OF PESTICIDES AND OTHER AGRICULTURAL CHEMICALS.

The requirements and procedures for licensing, warehouse registration, and issuance of certificate authorizing importation of pesticides, per the FPA Pesticide Regulatory Policies and Implementing Guidelines 2020 edition (FPA Green Book) shall be strictly followed.

Validity of the license to operate as handler of other chemicals (e.g., disinfectants) shall be one (1) year renewable every year upon compliance with the requirements and applicable fee based on Table 2 below.

Table 2. Schedule of Fees and Charges for Accreditation/Licensing of Pesticide Handlers, Import/Export Permit and Other Certification



Item	Fees and Charges (in Pesos)
I. Licensing of Fertilizer and Pesticide Handlers, Fertilizer & Pesticide Dealers & Warehouses	
A. Fertilizer and Pesticide Handlers other than dealers (annually)	
Over ₱ 5M capitalization	
First activity	8,500.00
Additional activity	5,000.00
₱1M to ₱5M capitalization	
First activity	5,500.00
Additional activity	4,000.00
₱500,000 to ₱1M capitalization	
First activity	4,000.00
Additional activity	2,000.00
₱500,000 & below capitalization	
First activity	2,000.00
Additional activity	1,000.00
Filing fee (per activity) for new applications	
Manufacturer	7,500.00
Formulator, Repacker, Extruder	7,500.00
Institutional Users	7,500.00
Other activities	2,000.00
B. Pest Control Operations (Annually)	1,200.00

Members of PCO associations	
C. Dealers (Renewal every 3 years)	
Pesticide Dealers	2,500.00
Member of dealer's associations	2,000.00
Dealers of both Fertilizer and Pesticide	4,000.00
Members of dealer's associations	3,200.00
Cooperatives	50% of dealers fee
D. Warehouses (Annually)	
Pesticide	2,000.00
Both Fertilizer & Pesticide	2,400.00
I. Processing Fees	
A. CAIP Issuance	
a. General Use	750.00
b. Red Labelled & Restricted Use	3,000.00
B. Amendment Certification	750.00
C. Export Permit	1,500.00
D. Permit to Purchase Restricted Pesticide	450.00
E. All Other Certifications	350.00

The renewal of application for license to operate and warehouse registration may be filed three (3) months before its expiry date. However, applications filed within 1 month after its expiry date shall be subjected to a 50% surcharge while those filed after one (1) month of its expiry date shall be subjected to a 100% surcharge.

This Circular shall take effect fifteen (15) days after its complete publication in one (1) newspaper of general circulation and submission of copies to the National Administrative Register, UP Law Center.

Done this 30 day of April 2024.


FRANCISCO P. TIU LAUREL, JR.
 Secretary
 Department of Agriculture 



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