



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
FERTILIZER AND PESTICIDE AUTHORITY

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January 2, 2020

MEMORANDUM CIRCULAR No: 01

TO : FERTILIZER AND PESTICIDE INDUSTRY

SUBJECT : PROCESSING OF LICENSE TO OPERATE AS DEALER, DEALER-REPACKER, AREA DISTRIBUTOR AND MANGO CONTRACTOR AND WAREHOUSE REGISTRATION CERTIFICATES AT FERTILIZER AND PESTICIDE AUTHORITY REGIONAL FIELD UNITS (RFUs)

Pursuant to Republic Act No. 11032 or the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018", and to further improve the delivery of services of FPA to its stakeholders, the issuance of the following certificates for new and renewal applications shall now be done at the Regional Field Units, to wit:

- a) License to Operate as Dealer;
- b) License to Operate as Dealer-Repacker;
- c) License to Operate as Area Distributor;
- d) License to Operate as Mango Contractor, and;
- e) Warehouse Registration.

Other applications for the issuance of certificates, new and renewal, not mentioned above particularly those accompanied with product registration approval shall be processed at FPA Central Office in Quezon City only.

Further, applicants shall secure a Request for Inspection Form (**FPA-FOCU-F3**) prior to application of the abovementioned licenses and warehouse registration. Inspection shall be conducted by the concerned Field Personnel within seven (7) working days upon receipt of the request.

The issuance of this Memorandum Circular supercedes all previous issuances inconsistent herewith and shall take effect January 2, 2020.

For your guidance and strict compliance.

WILFREDO C. ROLDAN
Executive Director

Cc: DEDF, DEDP, FOCU