



March 17, 2020

MEMORANDUM CIRCULAR

NO. 09

SERIES OF 2020

**TO : ALL FERTILIZER AND PESTICIDE STAKEHOLDERS
ALL CONCERNED**

**SUBJECT : ONLINE FILING AND ISSUANCE OF FERTILIZER AND PESTICIDE
REGULATORY DOCUMENTS**

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In reference to the Memorandum from the Executive Secretary dated March 16, 2020, or the "Community Quarantine Over the Entire Luzon and Further Guidelines for the Management of the Coronavirus Disease 2019 (COVID-19) Situation," the FPA will be implementing a Work from Home Scheme. With this work arrangement and to ensure unhampered movement of all food and production items including fertilizer, pesticide, and agrichemicals, **online application, processing, and release** of the following certifications and permit will be implemented effective immediately, to wit:

1. VAT Exemption Certificate (Fertilizer)
2. Fertilizer Export Certificate
3. Certificate Authorizing Importation of Pesticides (CAIP)
4. Permit to Purchase Methyl Bromide

As such, all concerned fertilizer and pesticide stakeholders must submit their application, including all other supporting documents, and/or query at the following email addresses:

1. fertilizer-related concerns: frsdguardians@gmail.com
2. pesticide-related concerns: fpa.prd@gmail.com
3. issuance of Permit to Purchase Methyl Bromide: fpacentral77@ppmb@gmail.com
4. other concerns: fpacentral77@gmail.com

Once processed, the electronic copy of the requested certification (e-certification) and/or permit (e-permit) shall be issued to the client. This electronic copy duly issued by FPA shall be considered as functional equivalent of paper-based documents and therefore valid for purposes of transacting with government agencies such as but not limited to the Bureau of Customs (BoC) and the Bureau of Internal Revenue (BIR).

On the other hand, all other regulatory services being provided by FPA are temporarily suspended. Thus, automatic extension shall be allowed for licenses, registrations, and permits, which are expiring within the entire duration of the Enhanced Community Quarantine (ECQ). However, its renewal shall be filed within thirty (30) days after the lifting of the ECQ, otherwise, applicable charges/ penalties shall be imposed.

This Memorandum Circular shall take effect immediately and shall remain valid only for the entire duration of the ECQ.

  
**WILFREDO C. ROLDAN**  
Executive Director