



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
FERTILIZER AND PESTICIDE AUTHORITY

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FPA MEMORANDUM CIRCULAR No. 2000-01
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TO : ALL CONCERNED

**SUBJECT : GUIDELINES ON THE TRANSMITTAL AND EVALUATION OF
REGISTRATION DATA PACKAGES TO FPA EVALUATORS**

In the interest of the service, the following guidelines relative to the transmittal and evaluation of registration data package to/from FPA consultants/evaluators have to be followed, to wit:

1. The FPA Regulatory Services Division Chiefs should ensure that all data packages delivered to FPA designated evaluators are complete and should be covered by a transmittal letter signed by the concerned Deputy Executive Director;
2. The FPA designated evaluators are expected to conduct the evaluation within two weeks to one month upon receipt. Should the said designated evaluator could not perform the task in one month time, the evaluator should notify FPA in the return sheet so that an alternate evaluator could be designated;
3. Registration data package/evaluation results shall be forwarded/picked-up to/from the UPLB evaluators every Thursday by FPA staff;
4. Products for evaluation whose protocol are not in the Green Book/ Blue Book, evaluators should be consulted for processes to be followed by the concerned regulatory division;
5. Evaluator for EUP and final data on the bioefficacy of a product should be the same. However, due to unavoidable circumstances like travel abroad or for any reason that would delay the evaluation, an alternate evaluator should be considered; and
6. The FPA will notify the applicant of the results of evaluation immediately. A brief summary of the status on the progress of the evaluation of all products under consideration should be provided to the Executive Director every month through the concerned Deputy Executive Director.

For your guidance and compliance.


CESAR M. DRILON, JR.
Undersecretary, DA and
Officer-In-Charge,

*"Better harvest, health and environment through safe
and judicious use of fertilizers and pesticides"*