

Republic of the Philippines Department of Agriculture

### BUREAU OF ANIMAL INDUSTRY

Visavas Ave., Diliman, Quezon City

GaBAI sa Pag-unlad ng Paghahayupan









MEMORANDUM CIRCULAR

No. 19 Series of 2022

SUBJECT:

**GUIDELINES ON THE HARMONIZED TERMINOLOGIES AND STREAMLINED** REGULATORY PROCEDURES FOR ANIMAL FACILITIES. MONITORING AND CERTIFICATION PROGRAMS OF THE BUREAU OF ANIMAL INDUSTRY - ANIMAL HEALTH AND WELFARE DIVISION

WHEREAS, Pursuant to the Act 3639, the Bureau of Animal Industry (BAI) was created on January 1, 1930 to investigate, study and report the cause of dangerous communicable diseases and the means of prevention, and in general, to promote the development of the livestock industries;

WHEREAS, Executive Order no. 338 S 2001 mandates the Department of Agriculture (DA) to lead the Agriculture and Fisheries Modernization Act of 1997 (AFMA, R.A. No. 8435) and the Fisheries Code of 1998 (R.A. No. 8550) and shall perform regulatory control over particular agriculture-related areas and concerns to protect the health and safety of the population; prevent over-exploitation of resources; prevent and/or contain the spread of plant, fish, and animal pests;

WHEREAS, RA 8485, "The Animal Welfare Act of 1998", as amended by the RA 10631, aims to protect and promote the welfare of all terrestrial, aquatic and marine animals in the country by supervising and regulating the establishment and operation of all animal facilities where they are bred, treated, maintained or kept either for sale or trade or for training purposes as well as the transport of such animals in any form of public and private transportation facility;

WHEREAS, RA 10611 or the "Food Safety Act of 2013", was enacted to strengthen the Food Safety Regulatory System in the country and mandates BAI as one of the regulatory agencies for the enforcement of food safety standards and regulations in the primary and post harvest stages of food derived from animals including eggs and honey;

WHEREAS, there is a compelling need to improve the existing guidelines related to the movement of animals, animal products and by-products, regulation and monitoring of animal facilities and enhancing the value of livestock commodities to address the threats and challenges that beset the livestock industry while facilitating timely delivery of government services, pursuant to the Republic Act (RA) 11032 or the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018";

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**WHEREAS**, Executive Order 138, mandates the Local Government Units to implement the full devolution of powers and resources mandated by the 1991 Local Government Code, which shall include provision of basic services, in accordance with Section 17(g).

**NOW, THEREFORE, I, REILDRIN G. MORALES**, OIC-Director, by virtue of the powers vested in me by the existing laws, do hereby order the promulgation of the following guidelines.

### ARTICLE I

### GENERAL PROVISIONS

### Section 1. Objective

This Memorandum Circular is hereby adopted, promulgated and issued to:

- 1.1 Guide stakeholders on the harmonized regulatory procedures for animal facilities, disease monitoring and Certification Programs of the Animal Health and Welfare Division of the Bureau of Animal Industry;
- 1.2 Provide specific criteria, minimum documentary requirements and procedures for the issuance of Authorization i.e. License, Clearance and Registration; or Recognition i.e. Official Accreditation or Certification;
- 1.3 Provide procedures on the inspection, auditing and specific roles of all DA and Local Government regulatory agencies in the regulation of animal facilities, prevention and control of transboundary animal diseases;
- 1.4 Ensure the promotion and protection of animal health and welfare, livestock movement traceability, food safety, food security and sustainability of Philippine livestock industry.

### Section 2. Coverage

This Circular shall cover harmonized terminologies and streamlined procedures on animal facility regulation, animal disease monitoring and Certification Programs under the Animal Health and Welfare Division.

- 2.1 Animal facility regulation covers all structure, premises or any other forms for the confinement of animals for the purpose of breeding, rearing, holding, gaming, growing out, selling, training, trading, transporting, treating, exhibition or any other purposes as may be determined by the BAI.
- 2.2 Animal facility covers all public and private land, air and water transportation vehicles and facilities utilized for livestock commodities:
  - 2.2.1 Live animals:
  - 2.2.2 Animal products (i.e. egg and honey); and
  - 2.2.3 Animal by-products (i.e. manure, dung, feathers, hide, hair, hooves, horns and bones)

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- 2.3 Animal Disease Monitoring and Control covers laboratory sampling collection, diagnosis and biosecurity assessment of all animal facilities for purposes of transporting animals from one place to another.
- 2.4 Procedures for the issuance of certificate for BAI-recognized animal breeder covers swine breeder farm, poultry breeder farm, small ruminant breeder farm, beef cattle breeder farm and gamefowl breeder farm.
- 2.5 Good Animal Husbandry Practice (GAHP) Certification Program covers all eligible poultry broiler farm, poultry layer farm, swine farm, goat farm, cattle farm and water buffalo farm.
- 2.6 This Circular shall not cover the following:
  - 2.6.1 Aquatic animal facility such as fish pond, fish pen and other analogous facilities for aquatic animals. Aquatic animals are under the regulatory jurisdiction of the Bureau of Fisheries and Aquatic Resources (BFAR);
  - 2.6.2 Authorization to transport dairy, meat and meat products

### ARTICLE II

### HARMONIZED DEFINITION OF TERMS

### Section 3. Definition of Terms

- Accreditation refers to the process wherein an independent or authoritative body grants formal recognition to an entity providing testing, calibration, inspection, and certification services after proving competence and impartiality to provide such services as evidenced by fulfilment of international standards and requirements.
- Animal Products this refers to the products, i.e. egg and honey, which are under the regulatory jurisdiction of the Bureau of Animal Industry, in accordance with the Food Safety Act of 2013.
- Animal By-Products refers to manure, dung, feathers, hide, hair, hooves, horns and bones.
- Animal Products and By-Products Transporter refers to a person, association, partnership, corporation cooperative or any government agency or instrumentality, engaged in the buying, selling, distribution or providing services wherein egg, honey, manure, dung, feathers, hide, hair, hooves, horns and bones are transported from one place to another.
- Animal, Animal products and by-products Handler Refers to the driver and/or the right-hand man directly in-charge of restraining, handling, care, protection, sanitation, maintenance and transport of the animals, animal products and by-products.



- Clearance refers to a permission embodied in a document for an activity or action to proceed after such has undergone necessary process and satisfied the requirements as prescribed under subsisting laws, rules and regulations.
- License refers to the permission embodied in a document to a person with application to operate an establishment or engage in a business operation or any activity in the agriculture and fishery sector after proving technical capability to (1) comply with the sanitary and/or phytosanitary requirements set by the Bureau of Animal Industry, (2) conform to specific quality standards and technical regulations, or (3) comply with certain laws, rules, and regulations, including measures relating to conservation or sustainable use of exhaustible natural resources.
- Live Animal Transporter refers to a person, association, partnership, corporation cooperative or any government agency or instrumentality, engaged in the buying, selling, distribution or providing services wherein live animals are transported and other analogous undertakings.
- Registration refers to the process wherein the information on a product, a person, or establishment engaged in the production, manufacturing, trade, and distribution of agricultural and fishery commodities are recorded in an official system.
- Transport carrier Any carrier who is engaged in handling and transporting livestock, poultry, animal products and its by-products.

### **ARTICLE III**

### HARMONIZED BAI REGULATORY TERMINOLOGIES

### Section 4. Harmonized BAI Regulatory Terminologies

This section provides the new terminologies to be used in the issuance of document for authorization and recognition.

Old term	New term	Document issued
Animal Welfare Registration	Animal Facility Registration	License to Operate (LTO) as Animal Facility*
Livestock, Poultry and By- Products Handler's License Registration	Livestock Handler Registration	Live Animal Transporter – Handler Identification Card
Livestock, poultry and by- Products Transport Carrier Registration	Livestock, poultry and by- Products Transport Carrier Registration	Live Animal Transporter – Carrier LTO
Farm Certification	Animal Disease Monitoring Compliance	Animal Disease Monitoring Compliance Certificate
Breeder Farm Accreditation	Breeder Farm Certification	Certificate of Registration
Good Animal Husbandry Practices (GAHP) Accreditation	GAHP Certification	GAHP Certification

<sup>\*</sup>See Annex 1



### ARTICLE IV

### NATIONAL REGISTRATION OF FARMERS, ANIMAL HANDLERS, ANIMAL FACILITIES AND TRANSPORT CARRIERS

### Section 5. National Registry of Farmers, Animal Handlers, Animal Facilities and Transport Carriers.

- 5.1 There shall be a national registry of farmers and animal handlers involved in the livestock and poultry production as well as companion, laboratory and all domesticated animals, not including wildlife species, and database of all the registered animal facilities and transport carriers.
- 5.2 All commercial and semi-commercial livestock and poultry farms shall be registered as animal facility to the Bureau of Animal Industry.
- 5.3 Backyard and small-hold raisers shall be registered to their respective Local Government Unit as backyard animal facility.
- 5.4 Roles and responsibilities of the concerned agency:
  - 5.4.1 Bureau of Animal Industry (BAI)
    - 5.4.1.1 BAI shall provide national registry platform and storage of database.
    - 5.4.1.2 BAI shall be the issuing agency of the Animal Facility Registration Certificate also known as License to Operate in compliance to its mandates
  - 5.4.2 DA Regional Field Offices (DARFO)
    - 5.4.2.1 DARFO shall provide technical assistance in the registration of commercial facilities engaging in business.
    - 5.4.2.2 DARFO shall partake in the registration process of all animal facilities by endorsing applications after inspection
  - 5.4.3 Local Government Unit (LGU) Veterinary Services
    - 5.4.3.1 The LGU shall facilitate registration of all backyard and small-hold raisers engaged in rearing animals.

### ARTICLE V

### ANIMAL FACILITY REGISTRATION AND RECOGNITION PROCESS

### Section 6. ANIMAL FACILITY REGISTRATION AND RECOGNITION

6.1 The process of registration shall be called **Animal Facility Registration**. This should satisfy the minimum requirements set by the Animal Welfare and related DA issuances in providing for the welfare of animals, biosecurity protocol and have an in-placed disease monitoring protocol, as certified by the veterinary services of the Local Government Units. It shall be given authority to operate and issued clearance by the veterinary services (local and/or regional) to transport animals, its products and by-products on inter and intra-regional scale.

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- 6.2 Requirements for initial and renewal of animal facility registration, procedures for registration, schedule of fees and certificate validity, as provided by the DA Administrative Circular, shall be followed.
- 6.3 Inspection of Animal Facilities
  - 6.3.1 The Animal Welfare Officers of BAI and / or deputized Regional Animal Welfare Officers (RAWOs) shall be in-charge of the actual inspection of the animal facilities applying for the initial registration prior to the issuance of the certificate to ensure compliance to the provisions of the Animal welfare Act, Food safety act and other relevant laws ensuring animal health and welfare.
  - 6.3.2 The deputized RAWOs of the DARFO and / or LGUs, whichever is applicable, shall be in-charge of the actual inspection of the animal facilities applying for renewal of registration.
  - 6.3.3 All non-compliances found by the inspectors during the conduct of inspection shall be addressed within the agreed number of days for resolution prior to the approval of the license to operate.
- 6.4 Procedures for animal facility registration, as provided by the DA Administrative Circular, shall be reflected on the government's office Citizen's Charter.
- 6.5 A **License to Operate as Animal Facility**, also known as Certificate of Registration shall be issued to the applicant upon the compliance to the provisions of the Animal Welfare Law, food safety and animal health policies and upon payment of the prescribed fees. The Bureau of Animal Industry shall be in-charge of the issuance of the LTO for initial registration. DA regional Field Offices shall be in-charge of the issuance of LTO on the renewal process.
- 6.6 Only animal facilities issued with License to Operate or Certificate of Registration by the BAI shall be recognized as BAI-registered facilities and shall be given with **Animal Disease Monitoring Compliance (ADMC) Certificate** upon complying with animal disease monitoring protocols set by the BAI-Animal Health and Welfare Division. BAI registered facilities with ADMC Certificate shall be given authority to transport live animals, its products and by-products upon compliance with other transport requirements set by the BAI-National Veterinary Quarantine Services Division.
- 6.7 ADMC shall be applied online and shall be issued by the BAI AHWD, upon completion and submission of the prescribed requirements.
- 6.8 Validity of ADMC Certificate is six months from the time of inspection. However, this may change upon the advice of the Animal Disease Control Section or on the prevailing disease outbreak situation.
- 6.9 The deputized Animal Welfare Officers and the government veterinary services shall have the authority to conduct a spot inspection to any registered animal facilities at any given moment, such as, but not limited to disease outbreaks and complaints.



### ARTICLE VI

### OTHER SPECIALIZED LIVESTOCK AND POULTRY CERTIFICATION PROGRAMS OF BAI

### SECTION 7. GOOD ANIMAL HUSBANDRY PRACTICES (GAHP) CERTIFICATION PROGRAM

7.1 GAHP is a set of principles of good practices and minimum requirements to ensure that the farming practices of an animal facility or establishment for food production provide greater confidence in consumers' expectations that the final products are safe and fit for human consumption, while ensuring health safety and comfort to both the farm workers and the animals, without any degradation to the environment.

7.2 The GAHP Program shall set the guidelines in the certification process of the BAI registered livestock and poultry farms. This should satisfy the minimum requirements set by the Philippine National Standards or Code of GAHP, Animal Welfare Act, as well as on the provisions of Food Safety Act, as provided for by the GAHP Department Circular, and sustainable agriculture. It shall be given authority to operate and issued clearance by the veterinary services (local and/or regional) to transport animals, its products and by-products on inter and intraregional scale. It shall be given authority to import and export by the Competent Veterinary Authority upon compliance with Sanitary and Phytosanitary clearance protocols, import and export protocols set by the DA, and international health protocols.

- 7.3 Requirements for GAHP Certification Program, procedures for inspection and certification, schedule of fees and certificate validity, as provided by the GAHP Department Circular, shall be followed.
- 7.4 Procedures for GAHP Certification, as provided by the GAHP Department Circular, shall be reflected on the government's office Citizen's Charter.
- 7.5 A **GAHP Certification** shall be issued to the applicant upon the compliance to the PNS or Code of GAHP, provisions of the Animal Welfare Law, Food Safety Law and other animal health related policies and upon payment of the prescribed fees.
- 7.6 The AWEO and government veterinary services shall have the authority to conduct a spot inspection to any GAHP certified animal facilities at any given moment, such as, but not limited to outbreaks and complaints.

### SECTION 8. BREEDER FARM CERTIFICATION PROGRAMS

- 8.1 The objective of the National Livestock Program is to accelerate livestock development and contribute to the objectives of food security, increase farmer's income and people empowerment.
- 8.2 The Breeder Farm Certification Program is aimed at genetic resource improvement to accelerate the production and distribution of genetically superior animals and materials.
- 8.3 Specific Breeder Farms
  - 8.3.1 Swine Breeder Farms



- 8.3.2 Beef Cattle Breeder Farms
- 8.3.3 Small Ruminant Breeder Farms
- 8.3.4 Gamefowl Breeder Farms
- 8.3.5 Poultry Breeder Program
- 8.4 Guidelines will be provided by specific AOs on Breeder Program

### ARTICLE VII

### REGISTRATION OF ANIMAL, ANIMAL PRODUCTS AND BY-PRODUCT TRANSPORT CARRIERS AND HANDLERS IDENTIFICATION

### Section 9. REGISTRATION OF ANIMAL, ANIMAL PRODUCTS AND BY-PRODUCT TRANSPORT CARRIERS

- 9.1 Transport carrier used for transporting animals shall be compliant to the provisions of the Animal Welfare Act of 1998, Food Safety Act and policies related to the animal health as issued by the Bureau of Animal Industry.
- 9.2 Initial registration of transport carriers shall be facilitated by the Bureau of Animal Industry. Renewal of registration of transport carriers shall be facilitated by the DA Regional Field Offices and the Local Government Units.
- 9.3 Procedures for the registration shall be provided for by a Department Circular and shall be reflected in the agency's Citizen's Charter.
- 9.4 The validity of the said Certificate of Registration shall be one (1) year.
- 9.5 The regulatory officers of the DA Regional Field Offices and Local Government Veterinary Services shall inspect the transport carrier applying for registration.
- 9.6 Live Animal Transporter Handler

### **ARTICLE VIII**

### **ENFORCEMENT**

### Section 11. ENFORCEMENT OFFICERS

11.1 The deputized AWEOs, Quarantine Officers and Officers of the Local Government Veterinary Services shall have the authority to inspect animal facilities and transport carriers at any given time, such as but not limited to disease outbreaks, surveillance, non-compliances and committed violations.

Masaganang ANI Mataas na KITA 11.2 The Bureau of Animal Industry may impose sanctions, suspend and/or revoke registrations of non-compliant animal facilities and transport carriers, endorsed by the Local Government and DA Regional Field Offices, upon conviction.

### **Section 12. ADMINISTRATIVE SANCTIONS**

- 12.1 The BAI Director through the Animal Health and Welfare Division shall conduct the necessary investigation to any offense.
- 12.2 Upon issuance of the Notice of Violation/ Show Cause Order, the respondent shall be given three (3) days to submit a verified Explanation, addressed to the Director of the BAI.
- 12.3 The BAI Director, by virtue of Section 3 of RA 8485/ RA 10631, upon finding that there had been violation/s to any provisions of the Animal Welfare Laws, Food Safety Act and relevant issuances shall impose the appropriate administrative sanction/s either by suspension or revocation of authorization. The following are grounds for Suspension or Revocation of authorization / license / clearance:
  - 12.3.1. Misrepresentation of any material fact in the application for authorization and in any documentation used as a basis for issuing the authorization;
  - 12.3.2 Failure to take adequate remedial or corrective measures for the deficiencies identified in the application;
  - 12.3.3 Any other violation of this Memorandum Circular;
  - 12.3.4 The decision to impose between suspension and revocation depends upon the effect or result of the offense to the health and welfare of the animals concerned and the nature of the complaint.
- 12.4 Revoked authorization may only be re-applied after three (3) years;
- 12.5 Any appeal shall be addressed to the Secretary of the Department of Agriculture through the Committee on Animal Welfare.

### Section 12. SEPARABILITY CLAUSE

In case any provision of this Circular is declared contrary to law or unconstitutional, other provisions which are not affected thereby shall continue to be in force and effect.

### Section 13 REPEALING CLAUSE

All Administrative Orders, Rules and Regulations and other administrative issuances or parts thereof issued by the Department of Agriculture inconsistent with provisions of this Circular are hereby repealed or modified accordingly.

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### ARTICLE IX

### **EFFECTIVITY**

This Circular shall take effect after fifteen (15) days following after the completion of its publication in one (1) newspaper of national circulation or Official Gazette and filing a copy at the Office National of the Administrative Registrar (ONAR) at UP Diliman of the UP Law Center, Quezon City.

REILDRIN G. MORALES, DVM, MVPHMgt.

OIC, Director

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### **CLASSIFICATION OF ANIMAL FACILITIES**

### I. FOOD ANIMAL PRODUCTION FACILITY

The general terminology referring to establishment, structure, premises or any other form for maintaining, operating, confining, breeding, producing, holding, fattening, growing out, selling or trading domesticated species of animals utilised for meat, egg, milk, hide, wool, leather, other products and its by-products or for draught purposes. For purposes of BAI regulation, the Food Animal Production Facility shall only cover terrestrial species. Establishment selling and trading aquatic/ marine species – i.e. fish, amphibian, crustacean, mollusc and other species of aquatic animals shall be under the regulatory jurisdiction of the Bureau of Fisheries and Aquatic Resources (BFAR).

- **1.1. LIVESTOCK FACILITY** refers to establishment, structure, premises or any other form maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading domesticated species of mammals utilised for meat, milk, hide, wool, leather, its by-products or for draft purposes.
  - **1.1.1. Swine Facility** refers to establishment, structure, premises or any other form maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading domesticated species of pig *Sus scrofa domesticus*, otherwise known as hog, utilised for meat and other pork products and its by-products. Swine facility includes piggery, hog farm and pig farm, swine breeder farm, pig/swine/hog holding facility.
  - **1.1.2. Small Ruminant Facility** refers to establishment, structure, premises or any other form utilized for maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading domesticated species of sheep *Ovis aries* or goat *Capra hircus* for production meat, milk, hide, hair, wool and other small ruminant products and its by-products. Small ruminant facility shall also mean as goat farm, dairy goat farm, sheep farm, goat or sheep holding facility or any other analogous terms.
  - **1.1.3. Cattle Facility** refers to establishment, structure, premises or any other form utilized for maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading domesticated species cattle *Bos taurus* or *Bos indicus* for the production of meat, milk, hide, hair and other cattle products and its by-products. Cattle facility shall also mean as cattle farm, dairy cattle farm, beef cattle farm, feedlot farm, cattle breeding farm, cattle holding facility, cattle stockyard, cattle stock farm or any other analogous terms.
  - **1.1.4. Buffalo Facility** refers to establishment, structure, premises or any other form utilized for maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading domesticated species of buffalo *Bubalus bubalis* for the production of meat, milk, hide, hair and other buffalo products and its by-products. Buffalo facility shall also mean as carabao farm,

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dairy buffalo farm, buffalo breeding farm, buffalo breeder, and buffalo holding facility, buffalo dealer, buffalo importer / exporter or any other analogous terms.

- **1.1.5. Rabbit Facility** refers to establishment, structure, premises or any other form utilized for maintaining, operating, confining, breeding, producing, holding, fattening or growing out domesticated species of rabbit *Oryctolagus cuniculus domesticus* for the production of meat, hide, hair and other rabbit products and its by-products. Rabbit facility shall also mean as rabbit farm, rabbit breeding farm, rabbit holding facility, rabbit dealer, rabbit importer/ exporter or any other analogous terms.
- **1.1.6. Stock Farm** refers to establishment, structure, premises or any other form utilized for maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading one or more domesticated species of livestock. Stock Farm shall also mean as livestock demo farm, integrated livestock breeder farm, integrated livestock farm or any other analogous terms.
- **1.1.7. Stockyard** refers to establishment, structure, premises or any other form of enclosure operating as holding, confining, maintaining as reserve or as depot of livestock intended to be sold, traded, transported or slaughter. Stockyard includes lairage, corral, paddock, chute or any other analogous terms. Stockyard should not be confused with livestock auction market. Stockyard may be one of the components of the entire livestock auction market compound/ facility.
- **1.1.8. Other Livestock Facility** refers to establishment, structure, premises or any other form utilized for maintaining, operating, confining, breeding, producing, holding, fattening or growing out domesticated species of mammals for the production of meat, hide, hair or other animal products and its byproducts and does not qualify to any of the categories under Livestock Facility.
- **1.2. POULTRY FACILITY** refers to establishment, structure, premises or any other form maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading domesticated species of fowls utilised for meat, egg, skin, feathers or other products and its by-products. Fowl shall refer to domestic species of chicken, turkey, guinea fowl, quail, mallard duck, muscovy duck and goose. The term Poultry Facility shall also apply to free-range chicken farm, cage-free chicken farm, organic chicken farm or any other analogous production system.
  - **1.2.1. Poultry-Broiler** refers to establishment, structure, premises or any other form maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading domesticated species of chicken *Gallus gallus domesticus* for poultry meat or other products and its by-products.
  - **1.2.2. Poultry-Layer** refers to establishment, structure, premises or any other form maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading domesticated species of chicken *Gallus gallus domesticus* for table egg production or other products and its by-products.

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- **1.2.3. Poultry-Breeder** refers to establishment, structure, premises or any other form maintaining, operating, confining, producing, selling or trading domesticated species of chicken *Gallus gallus domesticus* as breeder stocks.
- **1.2.4. Poultry-Hatchery** refers to a facility where domesticated chicken eggs are set, candled, incubated, hatched or temporarily held before transport.
- **1.2.5. Duck Facility** refers to establishment, structure, premises or any other form maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading domesticated species of mallard duck *Anas platyrhynchos domesticus* or muscovy duck *Cairina moschata domestica* for meat, egg or other products and its by-products.
- **1.2.6. Quail Facility** refers to establishment, structure, premises or any other form maintaining, operating, confining, breeding, producing, holding, fattening or growing out, selling or trading domesticated species of quail *Coturnix japonica* for meat, egg or other products and its by-products.
- **1.2.7. Other Poultry Facility** refers to establishment, structure, premises or any other form utilized for maintaining, operating, confining, breeding, producing, holding, fattening or growing out domesticated species of fowls for the production of meat, egg or other poultry products and its by-products and does not qualify to any of the categories under Poultry Facility. Other poultry species that may be utilized for food includes farmed species of partridges, pheasants, peafowls, pigeons, swan and emu.
- **1.3. CROCODILE FACILITY** refers to establishment, structure, premises or any other form maintaining, operating, confining, breeding, producing, holding, growing out, selling or trading farmed-species of crocodile *Crocodylus porosus* or other species of crocodile as authorized by the government agency concerned utilised for meat, hide, leather, other products and its by-products.
- **1.4. OSTRICH FACILITY** refers to establishment, structure, premises or any other form maintaining, operating, confining, breeding, producing, holding, growing out, selling or trading farmed-species of Ostrich *Struthio camelus* utilised for meat, egg, hide, feather, other products and its by-products.
- **1.5. APIARY** refers to establishment, structure, premises or any other form maintaining, operating, breeding, keeping, selling or trading farmed-species of Honey Bees *Apis melifera* for the production of honey, bee pollen, bee's wax and other products and its by-products.

### II. NON-FOOD ANIMAL FACILITY

The general terminology referring to establishment, structure, premises or any other form for maintaining, operating, confining, breeding, sheltering, conserving, gaming, producing, holding, growing out, training, selling or trading non-domesticated animal species as companion, animal control, sheltering, rehabilitation, purposes. Aquatic/ marine species of fish, amphibian,

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crustacean, mollusc and other species of aquatic animals shall be under the regulatory jurisdiction of the Bureau of Fisheries and Aquatic Resources.

### 2.1. COMPANION/ PET ANIMAL FACILITY

- **2.1.1. Kennel** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, training, holding, selling or trading domesticated species of dog *Canis familiaris*.
- **2.1.2. Cattery** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, training, holding, selling or trading domesticated species of cat *Felis silvestris catus*.
- **2.1.3. Pet Shop** refers to establishment, building, structure, premises or any other form advertising, buying, selling or trading live animal as pet or companion. Pet animals include domesticated species of dog, cat, hamster, guinea pig, mouse, rat, rabbit; or captive-bred, non-threatened, propagated mutations or morphs of caged-bird (Parrots, African lovebird, budgerigar, cockatiel, doves, soft-bills, canary, finches), reptiles and amphibians. Pet shop shall also mean as pet seller, pet trader, pet broker, pet buyer-seller, whether traditional, ambulant, mobile or on-line platforms.
- **2.1.4. Pet Birds Aviary** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, sheltering, holding, training, selling or trading domesticated or captive-bred species of birds for collection, ornamental, exhibition or show purposes. Pet birds are avian species with phenotype that has been significantly affected due to selective breeding. These includes propagated mutations or morphs of love birds, budgerigars, cockatiels, ring-neck parakeets, doves, finches, canary and other non-threatened bird species. Poultry facility adopting aviary system of housing shall not be included under this category.
- **2.1.5. Small Pet Animal Facility** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, sheltering, holding, training, selling or trading domesticated, captive-bred, non-threatened, propagated mutations of species of small mammals such as rodents, rabbit, ferret, sugar glider, hedge hog, for purposes as pet, for exhibition or show, as a hobby or as feeder animals.
- **2.1.6. Grooming Facility** refers to establishment, building, structure, premises, vehicle or any other form providing animal grooming services including hair trimming, styling, clipping, washing, shampooing, bathing, nail trimming or other hygienic, cosmetic care services for animals.
- **2.1.7. Animal Boarding and Recreation Facility** refers to establishment, building, structure, premises or any other form where any species of animals are accommodated, provided with playing area or temporarily cared for while the animal owner/ caretaker is away. Animal Boarding Facility shall also mean as pet hotel, pet boarding, pet-sitter, animal hotel, pet park, dog park, pet playground or other analogous terminologies.

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**2.1.8. Other Companion/ Pet Animal Facility** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, sheltering, holding, training, selling or trading domesticated, propagated, captive-bred or non-threatened animal species and does not qualify to any of the categories under Companion/ Pet Animal Facility whether traditional, ambulant, mobile or on-line platforms.

### 2.2. SPORTS & GAMING ANIMAL FACILITY

- **2.2.1. Gamefowl** Facility refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, gaming, holding, training, selling or trading domestic species of chicken *Gallus gallus domesticus* intended for cock fighting or *Sabong*.
- **2.2.2. Pigeon Racing Facility** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, gaming, holding, training, selling or trading domestic species of pigeon *Columba livia* intended for racing.
- **2.2.3. Horse Facility** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, sporting, holding, training, selling or trading domestic species of horse *Equus caballus*.
- **2.2.4. Other Sports, Leisure & Gaming Animal Facility** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, sporting, holding, training, selling or trading domesticated species of animal intended for sports, leisure and gaming and does not qualify to any of the categories above.

### 2.3. CAPTIVE WILDLIFE FACILITY

- **2.3.1. Zoological Facility** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, conserving, holding, training, exhibiting, displaying captive wild animal species for recreation, education, scientific research or conservation purposes. Zoological facilities includes zoos, wildlife parks, wildlife centers, oceanariums, aquariums, marine theme parks, bird parks, aviaries (collection of captive wild bird species, in which phenotypes are not significantly affected by selective breeding), and any other similar facilities as described.
- **2.3.2. Wildlife Rescue Facility** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, treating, rehabilitating or for custody of captive wild animal species.
- **2.3.3. Wildlife Conservation and Breeding Facility** refers to establishment, building, structure, premises or any other form maintaining, operating,

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confining, breeding, conserving, holding, training, exhibiting, displaying captive wild animal species for education, scientific research or conservation purposes.

- **2.3.4.** Wildlife Hobbyists Facility refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, holding, training, selling or trading captive wild animal species as a personal hobby and restricted for public viewing. Wildlife Hobbyists Facility includes reptile breeding facility, snake breeding facility, lizard breeding facility, herpetoculture facility, exotic pet breeding facility and other similar animal facilities as described above.
- **2.3.5. Primate Facility** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, holding, training, selling or trading captive wild primate species.
- **2.3.6. Other Captive Wildlife Facility** refers to establishment, building, structure, premises or any other form maintaining, operating, confining, breeding, holding, training, selling or trading captive wild animal species and does not qualify to any of the categories above.

### 2.4. VETERINARY FACILITY

- **2.4.1. Veterinary Clinic (Non-Surgical)** refers to establishment, building, structure, premises or any other form including vehicles intended for consultation, vaccination, diagnosis and treatment of animal patient only. Clinical cases must only be treated, managed and handled by a duly licensed veterinarian.
- **2.4.2. Veterinary Clinic (Surgical)** refers to establishment, building, structure, premises or any other form including vehicles intended for consultation, vaccination, diagnosis, treatment and surgery of animal patient.
- **2.4.3. Veterinary Hospital** refers to establishment, building, structure, premises or any other form including vehicles, with complete facilities for the diagnosis, treatment and surgical operation of animal patient.
- **2.4.4. Mobile Veterinary Facility** refers to the transport vehicles used by the veterinary facility.
- **2.4.5. Other Veterinary Facility** refers to establishment, building, structure, premises or any other form including vehicles that does not qualify to any of the categories above.

### 2.5. WORKING AND SERVICE ANIMALS

**2.5.1. Working Canine Facility** refers to establishment, building, structure, premises or any other form including vehicles intended for domesticated species of canine trained or undergoing training to perform specialized tasks relating to

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security and protection, narcotics, contraband and substance interdiction, law enforcement and disaster response. For purposes of this Circular, a Working Dog may also be called as *Canine*, *K9 or K-9*. Working Canine Facility encompasses the kennel, training premises and vehicles of the facility.

- **2.5.2. People with Disability (PWD) Service Dog Provider** refers to establishment, building, structure, premises or any other form including vehicles intended for domesticated species of canine trained or undergoing training to perform specialized tasks to assist PWDs. For purposes of this Circular, a Service Dog otherwise known as Assistance Dog, in general, refers to any dog individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Therapy Dogs, Emotional Support Dogs and Service Dogs are types of Assistance Dogs.
- **2.5.3. Other Working and Service Animal Facility** refers to establishment, building, structure, premises or any other form including vehicles intended for domesticated species of canine trained or undergoing training to perform specialized tasks and does not qualify to any of the categories above.

### 2.6. ANIMAL CONTROL FACILITY

- **2.6.1. Animal Pound** refers to a public facility or enclosure intended for stray or confiscated animals, maintained on temporary custody and managed by local government units.
- **2.6.2. Animal Shelter** refers to a kennel facility that rehabilitates and rehomes, identified and neutered animals.
- **2.6.3. Other Animal Control Facility** refers to establishment, building, structure, premises or any other form including vehicles intended for animal control purposes and does not qualify to any of the categories above. Animal control facility addresses concern on public health spread of animal diseases, such as rabies and other zoonoses; public safety injury, bites, vehicular accidents; public nuisance: barking, howling, and spreading trash; unsanitary conditions due to animal waste; property damage; chasing, injuring or killing livestock, pets and wildlife.

### 2.7. LABORATORY ANIMAL FACILITY

**2.7.1. Laboratory Animal Facility** refers to establishment, structure, premises or any other form intended for the conducting of scientific procedures including any activity which entails manipulation of animals for the following purposes: a) biomedical research, experiments, studies, or investigations; b) teaching and instruction; c) product (food, drugs, agrochemicals and cosmetics) testing; or d) production of antiserum or other biological.

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Masaganang ANI Mataas na KITA **2.7.2. Laboratory Animal Production Facility** refers to the establishment, building, structure, premises or any other form maintaining, confining, breeding, holding, selling or trading domesticated species of mice, rats, hamsters, gerbils, guinea pigs, rabbits or other species as

species of mice, rats, hamsters, gerbils, guinea pigs, rabbits or other species as may be determined by the BAI, specifically for laboratory animal facilities.

### III. LIVE ANIMAL MARKET FACILITY

The general terminology referring to establishment, structure, premises or any other form holding, selling or trading domesticated species of cattle, pig, goat, sheep, poultry, rabbit, carabao or horse. Establishments selling and trading aquatic/ marine species – i.e. fish, amphibian, crustacean, mollusc and other species of aquatic animals shall be under the regulatory jurisdiction of the Bureau of Fisheries and Aquatic Resources (BFAR).

- **3.1. PUBLIC MARKET (LIVE ANIMAL) FACILITY** refers to establishment, structure, premises or any other form within the vicinity of public market or in any location recognized by the local government, holding, selling or trading domesticated species of cattle, pig, goat, sheep, poultry, rabbit, carabao or horse.
- **3.2. LIVESTOCK AUCTION MARKET** refers to establishment, structure, premises or any other form and location recognized by the local government, holding, selling or trading domesticated species of cattle, pig, goat, sheep, poultry, rabbit, carabao or horse.
- **3.3. OTHER LIVE ANIMAL SELLING/ TRADING FACILITY** refers to establishment, structure, premises or any other form or location recognized by the local government, holding, selling or trading domesticated species of cattle, pig, goat, sheep, poultry, rabbit, carabao or horse and does not qualify to any of the categories above.

### IV. LIVE ANIMAL TRANSPORT FACILITY

The general terminology referring to all types of land vehicles, aircrafts and watercrafts transporting pets, wildlife and all other animals. Private vehicles transporting five (5) or less personally owned animals shall not be covered by this classification as long as the entity has valid proof of ownership of the animals, Shipping Permit for inter-regional movement issued by the National Veterinary Quarantine Division, Veterinary Health Certificate (VHC) and Vaccination Card signed and issued by a licensed veterinarian.

- **4.1. LIVE ANIMAL LAND TRANSPORT FACILITY** refers to all types of land vehicles transporting pets, wildlife and all other animals.
- **4.2. LIVE ANIMAL AIR TRANSPORT FACILITY** refers to all types of aircrafts transporting pets, wildlife and all other animals.
- **4.3. LIVE ANIMAL WATER TRANSPORT FACILITY** refers to all types of watercrafts transporting pets, wildlife and all other animals.

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# Matrix of the Regulatory Services provided by the Animal Health and Welfare Division

### Covered by the proposed Administrative Circular

Court of all by oboots a series	01101111	
Funtling Comics	Animal Wolfara Pagistration	Animal Facility Degistration
Requirements	1. Notarized Application Form	1. Filled-out RF-AHWD-04 Animal Facilities
	***	Application Form
	2. 1x1 ID Picture of Owner/General Manager (2 pcs)	2. 1x1 ID Picture of Owner/General Manager (2 pcs)
	3. Photocopy of Mayor's Permit for renewal	3. Photocopy of Mayor's Permit for renewal
	registration	registration
	4. Photocopy of Business Name Registration with	4. Photocopy of Business Name Registration with
	BDT-DTI/SEC/CDA	BDT-DTI/SEC/CDA
	5. Photocopy of Legal Basis/Ordinance/ Citizen's	5. Photocopy of Legal Basis/Ordinance/ Citizen's
	Charter (for government agencies)	Charter (for government agencies)
	6 Photocopy of Employment Contract or MOA	6 Photocopy of Employment Contract or MOA
	between veterinarian & facility (if applicable)	between veterinarian & facility (if applicable)
	7. Photocopy of Animal Welfare Seminar	7. Photocopy of Animal Welfare Seminar Certificate of
	Certificate of Attendance	Attendance
	8. Photocopy of Location Plan/Sketch of the	8. Photocopy of Location Plan/Sketch of the
	Establishment	Establishment
	9. Photocopy of Environmental Clearance	9. Photocopy of Environmental Clearance Certificate
	Certificate (ECC) or Certificate of Non Coverage	(ECC) or Certificate of Non Coverage (CNC),
	(CNC), whichever is applicable	whichever is applicable
	10. Photocopy of Valid PRC License and PTR	10. Photocopy of Valid PRC License and PTR (current
	(current year), and S2 License from PDEA (if	year), and S2 License from PDEA (if applicable)
	applicable)	11 Dhotocony of Appropriate wildlife certificate (if
	(if applicable)	applicable)
Processing time	19 days, 5 hours, 20 mins	6 days, 1 hour and 25 minutes
Documents issued and	Animal Welfare Certificate of Registration	License to Operate as Animal Facility
validity	Initial: 1 year	Initial: 1 year
	Renewal: 3 years	Renewal: 3 years

	DIO	New
Frontline service	Poultry Farm Accreditation	Animal Disease Monitoring Compliance Certificate
	Laboratory Compliance	
Requirements	1. Letter Request	1. copy of License to Operate as Animal Facility
	2. AWA Registration	2. Original Laboratory Results (within 1 month from
		the date of release)
	3. Farm Profile, Vaccination and Medication	3. Inspection report
	Program, Biosecurity	
	measure (pictures), Production Record, Animal	
	Health Record	
	4. Farm Inspection	
	5. Laboratory Results	
Processing time	19 days, 5 hours, 20 mins	6 days, 1 hour and 25 minutes
Documents issued and	Farm Accreditation Certificate	ADMC Certificate
validity	Validity: 6 months	Validity: 6 months

	Old	New
Frontline service	Certification of Pigeon Association	Animal Disease Monitoring Compliance Certificate
	Laboratory Compliance	
Requirements	1. Letter Request	1. copy of Animal Facility Registration Certificate
	2. Facility Inspection	2. Original Laboratory Results (within 1 month from
	3 (a)	the date of release)
	3. AWA Registration	3. Inspection report
	4. Association Profile with number of population,	
	names and addresses of members and number of	
	bird per member	
Processing time	16 days, 1 hours	6 days, 1 hour and 25 minutes
Documents issued and	Pigeon Club Certificate	ADMC Certificate
validity	Validity: 6 months	Validity: 6 months
	The second secon	

Old	
New	

Validity: 1 year	Validity: 1 year	validity
ADMC Certificate	Hatchery Accreditation Certificate	Documents issued and
6 days, 1 hour and 25 minutes	7 days, 35 minutes	Processing time
	18. Hatchery Inspection	
	17. Dispatch record of by-products	
	and personnel	
	Program for eggs, building, equipment	
	16. Written Disinfection and Sanitation	
	15. Egg Setting Report	
	old chicks and breeder farm source	
	14. Vaccination Record and Schedule for day	
Y	indicating the source and destination	
	13. Egg Delivery and Receiving report	
	12. Swab test for egg surfaces and Equipments	
	11. BAI Certification of Supply flocks	
	10. Floor Plan	
	applicable	
	Certificate of Non Coverage (CNC), whichever is	
	9. Environmental Clearance Certificate (ECC) or	
	8. Location Plan/Sketch of the Establishment	
	Attendance	
	7. Animal Welfare Seminar Certificate of	
	(for government agencies)	
	6. Legal Basis/Ordinance/ Citizen's Charter	
	DTI/SEC/CDA	
	5. Business Name Registration with BDT-	
	4. Mayor's Permit for renewal registration	
3. Inspection report	3. Hatchery Profile and Checklist	
	G	
2. Original Laboratory Results (within 1 month from	2 AWA Registration	
1. copy of Animal Facility Registration Certificate	1. Letter Request	Requirements
A Property of the Control of the Con	Laboratory Compliance	LI Ollumie sei vice
Animal Disease Monitoring Compliance Certificate	Accreditation of Hatchery Facilities	Frontline service

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ADMC certificate	Hatchery Accreditation Certificate	Documents Issued and
6 days, 1 hour and 25 minutes	7 days, 35 minutes	Processing time
	18. Hatchery Inspection	
	17. Dispatch record of by-products	
	and personnel	
	Program for eggs, building, equipment	
	16. Written Disinfection and Sanitation	
	15. Egg Setting Report	
	old chicks and breeder farm source	
	14. Vaccination Record and Schedule for day	
	indicating the source and destination	
	13. Egg Delivery and Receiving report	
	12. Swab test for egg surfaces and Equipments	
	11. BAI Certification of Supply flocks	
	10. Floor Plan	
	applicable	
	Certificate of Non Coverage (CNC), whichever is	
	9. Environmental Clearance Certificate (ECC) or	
	8. Location Plan/Sketch of the Establishment	
	Attendance	
	7. Animal Welfare Seminar Certificate of	
	(for government agencies)	
	6. Legal Basis/Ordinance/ Citizen's Charter	
	DTI/SEC/CDA	
	5. Business Name Registration with BDT-	
	4. Mayor's Permit for renewal registration	
	3. Hatchery Profile and Checklist	
2. Inspection report	2. AWA Registration	
1. copy of Animal Facility Registration Certificate	1. Letter Request	Requirements
	Laboratory Compliance	
Animal Disease Monitoring Compliance Certificate	Accreditation of Hatchery Facilities	Frontline service
New	Old	

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	Old	New
Frontline service	Registration of Land Transport Carriers	Transport Carrier Registration
Requirements	1. Notarized Application Form	1. Filled out Application Form
	2.Latest ID 1x1 picture (2 pcs)	2.Latest ID 1x1 picture (2 pcs)
	3. Photocopy of Mayors or Business Permit	3. Photocopy of Mayors or Business Permit
	4. Photocopy of SEC Registration (if corporation)	4. Photocopy of SEC Registration (if corporation) or
	or DTI Registration (if association), CDA (if	DTI Registration (if association), CDA (if cooperative)
	cooperative)	3 3
	5. Certificate of Authority for Representative/Co.,	5. Certificate of Authority for Representative/Co.,
	Coop., Association) Co./Corp./Coop./Assn),	Coop., Association) Co./Corp./Coop./Assn),
	6. Photocopy of Certificate of Registration (if	6. Photocopy of Certificate of Registration (if
	renewal)	renewal)
	7. Photocopy of OR/CR of Carrier	7. Photocopy of OR/CR of Carrier
	8. Picture of Carrier - FRONT, REAR (back	8. Picture of Carrier – FRONT, REAR (back view)
	view) and SIDE VIEW (whole body) for large,	and SIDE VIEW (whole body) for large, small
	small animals and by-products	animals and by-products
	carrier	carrier
		9. Animal Welfare Seminar Certificate of Attendance
Processing time	1 hr 30 minutes (excluding the seminar and actual	6 hours and 2 minutes
	inspection)	
<b>Documents issued and</b>	Transport Carrier Registration Certificate	Land Transport Carrier Registration Certificate
validity	Validity: 1 year	Validity: 1 year

			Requirements	Frontline service	
4. Photocopy of SEC Registration (if corporation) or DTI Registration (if association), CDA (if cooperative)	3. Photocopy of Mayors or Business Permit	2.Latest ID 1x1 picture (2 pcs)	1. Notarized Application Form	Registration of Handler's License	Old
4. Animal Welfare Seminar Certificate of Attendance	3. Government issued ID	2. Latest ID 1x1 picture (2 pcs)	1. Filled out Application Form	Livestock Handler's ID	New

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<b>validity</b> Vali	<b>Documents issued and</b> Trail	Processing time 1 hr
alidity: 1 year	Transport Carrier Registration Certificate	1 hr 40 minutes (excluding the seminar)
Validity: 1 year	Land Transport Carrier Registration Certificate	4 hours and 22 minutes

## Status of the regulatory services implementation

	DA AO No.04	
	DA AO No.03 Series of 2007 Implementing Rules and Regulations of the Beef Cattle Breeder Farm Accreditation Program (BCBFAP)	
All AOs covering the breeder farm accreditation is undergoing policy review and revision	Series of 2005 Revised Guidelines on the certification of Swine Breeder Farms	
Change of terms in reference to DA Harmonization	DA AO No.23	Breeder Farm Accreditation
On-going DA AO 8, s. 2004 amendment	Revised Guidelines on the Registration of Handler's License and Transport Carriers	Transport Carrier Registration
Change of terms in reference to DA Harmonization	DA AO 8, s. 2004	Livestock, poultry and by-Products
On-going DA AO 8, s. 2004 amendment	Handler's License and Transport Carriers	Handler's License Registration
Change of terms in reference to DA Harmonization	DA AO 8, s. 2004	Livestock, Poultry and By-Products
DA AO 5, s. 2019 for policy review and amendment		
Change of terms in reference to DA Harmonization	DA AO 5, s. 2019 Guidelines on the Local Movement	*Farm Certification
DA AC 4, s. 2015 for policy review and amendment		
Change of terms in reference to DA Harmonization	RA 8485, RA 10631, DA AC 4, s. 2015	Animal Welfare Registration
Remarks	Legal Basis	Old term

Good Animal Husbandry Practices (GAHP) Accreditation		
	DA AO No.22 Series of 2002 Revised Rules and Regulations on the Importation of Gamefowls into the Philippines	Series of 2007 Implementing Rules and Regulations of the Small Ruminant Breeder Farm Accreditation Program (BCBFAP)
Change of terms in reference to DA Harmonization		