

MEMORANDUM CIRCULARNO. 46

Series of 2023

SUBJECT : GUIDELINES ON THE UPLOADING OF LIST OF IMPORTABLES (LOI) UNDER THE ANIMAL FEEDS VETERINARY DRUGS AND BIOLOGICS CONTROL DIVISION IN THE DEPARTMENT OF AGRICULTURE TRADE SYSTEM WITH CORRECT HARMONIZED SYSTEM (HS) CODES BASED ON TARIFF BOX 2022

WHEREAS, pursuant to the Department of Agriculture (DA) Administrative Circular No. 06i series of 2022, Article IV, Section 2, "The importer shall be responsible for the correct information contained in the Sanitary and Phytosanitary Import Clearance (SPSIC) and electronic Request for Inspection (eRFI), in any prescribed manual declaration, and in all information provided to the DA including to any employee or representative or authorized person of the DA", and Article III, Section 6 "The SPSIC may be suspended or revoked at any time on any of the following grounds: a. Providing false information in the application form or in any accompanying documents on the application";

WHEREAS, part of the process for the application for an SPSIC using the DA Trade System (powered by Intercommerce Network Services) is the submission of the importers of their List of Importables, indicating the commodity description and corresponding Harmonized System (HS) Code;

WHEREAS, the Bureau of Animal Industry (BAI) receives numerous requests from importers to allow modification of HS Code on a specific commodity in the approved SPSIC due to human error, and that this inadvertence, has put this Bureau in a precarious position of acting on requests that could have been avoided if only due diligence was observed in filling in the necessary application for SPSIC;

WHEREAS, the Bureau is cognizant of the industry's difficulties during these times and taking into consideration that there are no SPS issues from the above-cited unintentional error;

NOW, THEREFORE, in view of the above, all animal feeds, feed products and veterinary product importers are REQUIRED to upload and/or update their List of Importable (LOI), with the CORRECT HS Code, using the Tariff Commission website <https://www.tariffcommission.gov.ph/tariff-book-2022>. The following procedure is hereby reiterated: The importer/authorized representative shall submit online the LOI (using the prescribed template) to the DA Trade System via email: helpdesk@intercommerce.cpm.ph; and attach a copy of the approved CFPR/CPR.

Any requests on the change of HS Code in the approved SPS Import Clearance that is not consistent with the approved List of Importables SHALL NOT BE ACCOMMODATED and/or ALLOWED by this Office.

This Circular shall take effect immediately upon submission to the Office of the National Administrative Register and/or posting at the Bureau's website, and shall remain in effect unless revised/revoked/lifted

Done this 4th day of October 2023

PAUL C. LIMSON, DVM
 Director
