



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
Elliptical Road, Dilliman  
1100 Quezon City

**MEMORANDUM ORDER**

No. 57  
Series of 2021

**SUBJECT: GUIDELINES ON THE PROVISION OF SERVICE INCENTIVE ALLOWANCES TO BARANGAY BIOSECURITY OFFICERS AS PART OF THE BANTAY ASF SA BARANGAY PROGRAM**

**WHEREAS**, in the exercise of the mandate of Section 7, Chapter 2, Book IV of Executive Order No. 292 entitled: Instituting the Administrative Code of 1987, the Secretary of the Department is empowered to promulgate rules and regulations necessary to carry out department objectives, policies, functions, plans, programs and projects; and issue administrative orders necessary for the efficient administration of the offices under the Secretary and for proper execution of the laws relative thereto;

**WHEREAS**, the President issued the Proclamation No. 1143 in May 2021 declaring state of calamity in the entire country due to ASF that enjoined all government agencies and instrumentalities to allocate resources and necessary assistance for the curtailment of the spread of ASF, recovery of the local hog industry, and stabilization of supply and price of pork and pork products;

**WHEREAS**, the Department, through the Administrative Order No. 07 series of 2021, launched the **Bantay ASF sa Barangay** or **BABay ASF** Program with aim at instituting biosecurity and disease control measure with strong collaboration between the Department of Agriculture, its relevant agencies, with concerned Local Government Units (LGU), and stakeholders taking ownership of such program benefitting the farmers;

**WHEREAS**, the Department of Agriculture had trained BBOs who were designated by LGUs to perform specific functions as per AO No. 07 series of 2021;

**WHEREAS**, under the AO 07 and the Babay ASF Program, Barangay Biosecurity Officers serve important roles in the surveillance and monitoring, control and curtailment of ASF in ASF-affected areas and its prevention in ASF-free areas, while having responsibilities too in the repopulation and recovery efforts;

**WHEREAS**, while some LGUs were able to provide minimal cash incentives to BBOs, most of the BBOs are community volunteers;

**NOW, THEREFORE**, pursuant to the abovementioned provisions of several issuances and memoranda, to properly implement the BABay ASF Program and strengthen partnership with LGUs, this Order is hereby promulgated and issued by the Department of Agriculture (DA) to implement the **"PROVISION OF SERVICE INCENTIVE ALLOWANCES TO BARANGAY BIOSECURITY OFFICERS AS PART OF THE BANTAY ASF SA BARANGAY PROGRAM"**.

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## **Section I Scope and Coverage**

These guidelines shall govern the provision of the incentive allowances to Barangay Biosecurity Officers who serve under the LGUs in implementing the Bantay ASF sa Barangay (BABAY ASF) Program and the Administrative Order No. 07 series of 2021(Annex 1) subject to availability of funds from the Department of Agriculture National Livestock Program.

Only those LGUs with BABAY ASF ordinances and executive orders aligned with the DA issuances and regulations shall be prioritized in the provision of BBO incentives.

## **Section II Objectives**

The provision of service incentive allowance aims to give recognition and credit to the volunteerism and services rendered by BBO in the implementation of the BABAY ASF Program and other ASF-related activities in the LGUs, to augment their transportation and incidental expenses in the performance of their duties, and to strengthen the biosecurity implementation, monitoring and surveillance, and swine repopulation in their respective areas of responsibilities.

## **Section III Fund Source**

Regional allocation from the National Livestock Program under the Annual General Appropriations Act will be used for this activity. In the absence of specific allocation for this purpose, the Regional Field Offices and other operating units are authorized to refocus available allocations, resources, and savings to fund the BBO incentive allowances subject to the approval of appropriate authority.

## **Section IV Qualifications**

The Barangay Biosecurity Officers qualifications are as follows:

1. Community/Village-Based Animal Technicians (CBAT), Barangay Animal health Workers (BAHW), Barangay Livestock Aide (BALA), para-veterinary workers, barangay barefoot animal technicians, volunteer animal health professionals or any volunteers with experience in livestock raising duly endorsed in writing by the Local Government Unit (Local Chief Executive, Municipal/City Veterinarian/Agriculturist);
2. Has undergone BBO training or any related biosecurity training under the ATI, RFO, BAI, and/or the Provincial/City/Municipal Veterinary Office;
3. Must be under the direct supervision of the Municipal/City/Provincial Veterinarian/Agriculturist and/or Livestock Technicians in the LGUs; and
4. Must be registered by the PVO.

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## Section V Incentive Allowance

1. The RFO in consultation with their respective LGUs shall determine the available resources and funds, subject to the approval of the NLP Directorate;
2. The number of BBOs to be provided and the number of months of coverage must be determined based on the target, priority areas, and funds available;
3. The following considerations shall be used to determine areas eligible for the incentives:
  - a. LGU has Ordinance adapting and implementing AO No. 7;
  - b. Area is implementing/has implementing sentinel program or priority in the repopulation/ prevention efforts against ASF;
  - c. LGU has substantial investments/ initiatives against ASF in their areas of responsibilities; and
  - d. LGU has counterpart in the BABAy ASF implementation and BBO deployment.
4. **The incentive allowance rate per BBO must not be lower than Php 500 but not more than Php 1,000 per month;**
5. The incentive allowance period of coverage must not be less than 3 months (one quarter);
6. There must not be more than one BBO in every barangay; and
7. Personnel who are receiving incentive allowances from NLP as Agricultural Extension Workers or Meat Inspectors/Data Collectors shall not be eligible to receive BBO incentive allowance.

## Section VI Payment of Incentive Allowances

The payment of BBO incentive allowances shall be done monthly or quarterly, whichever is applicable and subject to availability of cash and supplementary guidelines.

The following are necessary supporting documents in the release of the incentive allowances:

1. Certificate of satisfactory performance signed by an authorized officer (Provincial/City/ Municipal Agriculturist/Veterinarian).
2. Reports on the performance of duties prescribed in the AO No. 07 series of 202. The report shall include the applicable duties and responsibilities only such as, but not limited to, weekly disease monitoring report, assistance to the LGU and DA authorities in surveillance and testing, quarantine protocols, and other related activities implemented in the BBOs areas of responsibilities, and other assignments that could be assigned to him/her by the LGUs.

The RFOs may issue supplementary guidelines on the manner of preparation of payrolls and the sequence of approval of documents. Likewise, additional requirements may be required as deemed necessary.



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**Section VII**  
**Provision of Supplemental Guidelines**


The DA RFOs may issue supplemental guidelines to facilitate the orderly implementation of the provision of incentives to BBOs provided such guidelines will not contradict the provisions herein set forth.

**Section VIII**  
**Effectivity**

This Memorandum Order shall take effect immediately upon signing and shall be valid unless revoked and superseded by future issuances.

Done this 27<sup>th</sup> of September, 2021.

Approved / Disapproved:

  
**WILLIAM D. DAR, Ph.D.**  
Secretary *Dr*

DEPARTMENT OF AGRICULTURE  
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