

MEMORANDUM CIRCULAR
 No. 37
 Series of 2023

SUBJECT : GUIDELINES ON THE PUBLIC-PRIVATE AUDIT (PPA) FOR PROPOSED MOVEMENT OF FRESH FROZEN PORK AND UNCOOKED PROCESSED PORK PRODUCTS TO HIGHER COLORED AFRICAN SWINE FEVER (ASF) ZONES

WHEREAS, Department of Agriculture (DA) Administrative Circular No. 2 Series of 2022¹ provides the guidelines for the movement of swine-related commodities to manage African Swine Fever (ASF) outbreaks;

WHEREAS, for business continuity management of fresh frozen pork and uncooked processed pork products to higher colored ASF zones, the above Circular requires Public-Private Audit (PPA) before any shipment of the same may be allowed;

WHEREAS, the Bureau of Animal Industry (BAI) has received several requests from companies for the movement of said products to those classified areas;

WHEREAS, Republic Act No. 11032, prescribes that all offices and agencies providing government services are mandated to regularly undergo evaluation and improve transaction systems and procedures and reengineer the same if deemed necessary to reduce bureaucratic red tape and processing time;

NOW, THEREFORE, in view of the foregoing, the Bureau hereby issue this Circular providing the guidelines in the conduct of Public-Private Audit (PPA) pursuant to DA AC No.2 s.2022, for the information and guidance of all concerned:

SECTION 1. COVERAGE: Public-Private Audit (PPA) applies to companies transporting commodities falling under the description in Sections A3.1.1, A3.2.2, B3.1.2, B3.2.2, C3.1.2, C3.2.2 of DA AC No.2 s.2022.

SECTION 2. PPA STEP-BY-STEP PROCEDURE

1: Application requirements

Eligible companies may submit the following, via email at director@bai.gov.ph, asf@bai.gov.ph, and ahwd@bai.gov.ph:

- a. Letter of intent addressed to the BAI Director
- b. Completed PPA questionnaire using the template provided in ANNEX B of DA AC No.2 s.2022. Section 1 of the questionnaire is filled out by the Local Government Unit (Provincial/City/Municipal Veterinary or Agriculture Office) while the applicable section is filled out by the applicant, as follows:
 - i. Section 4.1 - processed meat products



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- ii. Section 2.6, 2.9, 3.1, 3.2, 3.3, 3.4 (a, b, c) and Section 5 - fresh pork from domestic sources, and
- iii. Section 5 - imported frozen pork
- c. Supporting documents
 - i. Processed meat products
 - a) Food and Drug Authority (FDA) License to Operate
 - b) FDA Certificate of Product Registration of individual commodity
 - c) SPS Import Clearance and/or National Meat Inspection Service (NMIS) Certificate of Meat Inspection (COMI) of raw materials (sample)
 - ii. Fresh pork – shipment records
 - a) Shipping permit (sample)
 - b) Veterinary Health Certificate (sample)
 - c) Certificate of Free Status – ASF (sample)
 - d) NMIS Meat Inspection Certificate (sample)
 - iii. Imported frozen pork
 - a) Cold Storage Warehouse of origin and destination
 - b) SPS Import Clearance and/or NMIS COMI
 - iv. Other documents that may be required from the applicant (such as but not limited to a biosecurity plan)
2. The National African Swine Fever Prevention and Control Program (NASFPCP) unit shall collate all received applications and confirm receipt thereof. They will also conduct initial assessment of documents for completeness and inform the applicant on the status of application whether it is endorsed for evaluation or not accepted due to lacking requirements, within seven (7) days from receipt. The unit shall then endorse the complete application to the designated BAI PPA Evaluation Team (PET).
3. The BAI – PET shall be composed of technical personnel from the Animal Health and Welfare Division (AHWD) and National Veterinary Quarantine Services Division (NVQSD). This team shall have the following functions:
 - 3.1 Conduct desktop evaluation of submitted requirements;
 - 3.2 Coordinate with the Veterinary Quarantine Station (VQS), National Meat Inspection Service (NMIS), DA Regional Field Office (DARFO), Local Government Unit (LGU) of destination and origin for validation of information;
 - 3.3 Provide recommendations on the sufficiency of desktop evaluation and prepare the report with the recommendations and findings to the BAI Director;
 - 3.4 If deemed necessary by the BAI-PET, arrange with VQS, NMIS, DARFO and LGU, for the conduct of a joint inspection mission covering source farms, animal quarantine





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checkpoints, slaughterhouses and cold storage warehouse and prepare the report with the recommendations and findings to the BAI Director;

3.5 Perform other functions as may be necessary.


The maximum prescribed time for this stage is 20 days and may be extended for the same number of days depending upon valid factors such as not but limited to, the bulk of applications and availability of relevant parties.

4. The National African Swine Fever Prevention and Control Program (NASFPCP) unit prepares the BAI Certificate of Compliance to the ASF Private-Public Audit for approved PPA applications, and endorses it to the BAI Director for approval. The unit will also send a written notice of disapproval to unsuccessful applicants indicating the reason for denial. The applicant may be given 30 days for rectification of non-compliance/deficiencies.
5. The BAI Certificate of Compliance to the ASF Private-Public Audit will be provided to the authorized representative/owner of approved PPA applications copy furnished the National Veterinary Quarantine Services Division (NVQSD) as their reference for Local Shipping Permit application. The validity of the Certificate is ONE YEAR from its issuance and subject to continuing compliance with the relevant regulatory requirements. The Certificate may be canceled or revoked in case of disease outbreak or if the interests of the government require it.

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.

For strict compliance.

Done this 14 day of AUGUST 2023.


PAUL C. LIMSON, DVM
Director



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