



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Visayas Ave., Diliman, Quezon City
GaBAI sa Pag-unlad ng Paghahayupan

7 April 2020

MEMORANDUM CIRCULAR

No. 12
Series of 2020

SUBJECT: SUPPLEMENTAL GUIDELINES TO MEMORANDUM CIRCULAR No. 9 of 2020 - PAYMENT OF SANITARY AND PHYTOSANITARY IMPORT CLEARANCE (SPS IC) DURING THE ENHANCED COMMUNITY QUARANTINE

In order to ensure unhampered transaction of payments for the application of Sanitary and Phytosanitary Import Clearance (SPS IC) in Intercommerce Network Services (INS) during the Enhanced Community Quarantine over the entire of Luzon pursuant to Presidential Proclamation No. 929 series of 2020, the following measures will be observed:

1. All importers who have no remaining balance in their BAI account shall be allowed to apply new SPS ICs provided a promissory note (*see Annex 1*) will be submitted to the Bureau of Animal Industry through its official email addresses (bai_dir@yahoo.com and baiquarantineph@gmail.com/afvdbcd@hotmail.com) indicating that the company will be paying the incurred cost of SPS ICs to be applied until the ECQ will be lifted.
2. Upon receipt of the promissory note, the division concerned (National Veterinary Quarantine Services Division/Animal Feeds Veterinary Drugs and Biologics Control Division) shall endorse the document to INS.
3. The INS will open the account of the requesting importer and shall be allowed to apply for SPS ICs even without any remaining balance. The INS will track the unpaid SPS IC applications and shall send the balance of the importers at the end of the ECQ period to the BAI.
4. At the end of the ECQ period, the INS will temporarily close the account of the importers with unpaid SPS IC applications. The importers will be given five (5) working days after the ECQ has been lifted to settle their balance to the Cashier's Office, BAI.

For your information and guidance.

RONNIE D. DOMINGO, DVM, MSc.
Officer-in-Charge, Director

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