



Republic of the Philippines  
Department of Agriculture  
**BUREAU OF ANIMAL INDUSTRY**  
*GaBAI sa Pag-unlad ng Paghahayupan*

31 March 2020

**MEMORANDUM CIRCULAR**

No.: 09  
Series of 2020

**SUBJECT: PAYMENT OF SANITARY/PHYTOSANITARY - IMPORT CLEARANCE (SPS -IC) FEES TO BAI DURING THE ENHANCED COMMUNITY QUARANTINE (ECQ)**

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To facilitate those who need to make payments but are unable to go to BAI due to ECQ and issuance of Manager's Check (MC) is not possible, a promissory note indicating the details, such as, amount and due date for payment/funding which is April 15, 2020 may be executed by the importer/payee and send to [bai\\_dir@yahoo.com](mailto:bai_dir@yahoo.com) and [bai\\_cashierunit@yahoo.com](mailto:bai_cashierunit@yahoo.com).

The promissory note shall be endorsed by BAI to Intercommerce for the processing of SPS - IC application.

For information and guidance

**CLARO N. MINGALA, DVSM, PhD**  
Officer-In-Charge, Assistant Director

*"A food-secure Philippines with prosperous farmers and fisherfolk"*



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[www.bai.gov.ph](http://www.bai.gov.ph)