



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

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MEMORANDUM CIRCULAR

No. 17
Series of 2022

SUBJECT: GUIDELINES ON THE ISSUANCE OF ANIMAL-EVENT ORGANIZER/VETERINARIAN REGISTRATION AND ANIMAL-EVENT CLEARANCE AND QUARANTINE REQUIREMENTS

WHEREAS, RA 8485 “The Animal Welfare Act of 1998” as amended by RA 10631, aims to protect and promote the welfare of all terrestrial, aquatic and marine animals in the Philippines by supervising and regulating the establishment and operations of all animal facilities utilized for breeding, maintaining, keeping, treating, or training of animals either as objects of trade or as household pets.

WHEREAS, the Department of Agriculture Administrative Circular No. 4 Series of 2015 provides procedure for the issuance of the Bureau of Animal Industry Certificate of Registration for animal facilities and any other related animal facilities including animal shows.

BASIC POLICY AND OBJECTIVES

The purpose of this Circular is to protect and promote the welfare of all live animals in animal-related events and to set out the responsibilities of person in-charge, taking into consideration the animal’s need:

- For suitable environment;
- For proper diet;
- To be able to exhibit normal patterns of behaviour;
- To be guarded against fearful and distressful situation;
- To be protected from pain, suffering, injury and disease.

Animal-related events shall adhere to the veterinary public health precepts, laws, rules and regulations.

DEFINITION OF TERMS

Animal refers to any live mammals, birds, amphibians, reptiles and fish.

Animal-related Event or simply animal-event refers to temporary activity involving performance, display or use of live animals and social opportunity for people beyond

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everyday experience. Such events, which attract or have the potential to attract public participation, are often held to raise the profile, image or awareness of a product, service, lifestyle, hobby, association or advocacy. The term animal-event shall be used to mean animal show, animal exhibition, animal expo, pet fun run or any other similar undertakings.

Animal Exhibition refers to the showing or exhibiting of animals in public and/or private places.

Animal Inventory for the purpose of this guideline, refers to the list of animals intended to be part of the exhibition / competition.

Animal Show refers to the exhibition of animals showing their conformation, special behavior and performance whether in a competition, educational or recreational purpose before the public or any interested parties.

Animal-Event Clearance refers to the BAI document granting authorization to an entity to conduct an animal-related event.

Animal-Event Organizer Registration Certificate refers to the BAI document granting authorization to an entity to organize an animal-related event.

Animal-Event Veterinarian Registration Certificate refers to a licensed veterinarian duly registered at the Bureau of Animal Industry (BAI).

Competent Authority refers to the office / agency with authorized jurisdiction.

Event Site refers to the entire venue within the perimeter and the activity and shall include the following areas: registration, security check post/s, veterinary examination, animal emergency station/s, animal holding area, sanitary facilities and exhibit/functional area.

Revocation refers to the imposition of administrative sanction as a consequence to an offence, wherein authorization to conduct or organize an animal-related event is cancelled or revoked.

Suspension refers to the imposition of administrative sanction as a consequence to an offence, wherein authorization to conduct an animal-related event is temporarily withheld for a specific time frame.

PROCEDURES

All animal-related event organizers shall secure a Clearance from the Bureau of Animal Industry or through the deputized animal welfare officer from DA-Regional Field Office (DARFOs) prior to the conduct of the animal-related event.

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- Animal-Event Organizer Application Requirements
 1. Properly filled-out application form
 2. SEC/DTI Registration
 3. Business/Mayor's Permit
 4. Payment of Php 100.00 for the first year and Php 300.00 for every renewal valid for 3 years.

- Animal-Event Clearance Application Requirements
 1. Properly filled-out request form
 2. Agreement form signed by the BAI Registered Animal-Event Veterinarian
 3. Payment of Php 100.00 for every animal event day.

There shall be at least two (2) BAI Registered Animal-Event Veterinarians present during the duration of the events.

- Animal-Event Veterinarian Registration Requirements
 1. Properly filled-out forms
 2. Photocopy of valid PRC ID
 3. Animal-Event Veterinarian Exam conducted by BAI
 4. Payment of Php 100.00 for every year.

Animal-event site, equipment or activities shall not cause distress, injury, disease or physical and psychological discomfort to the animals.

The organizer shall provide an area for veterinary examination station at the entry that is comfortable and well-ventilated.

All animals shall have an updated vaccination against highly contagious diseases:

Dogs shall be vaccinated against Rabies, Canine Distemper, Canine Parvovirus, Canine Adenovirus, Leptospirosis and Parainfluenza. Vaccination against Bordetella bronchiseptica shall be highly recommended.

Cats shall be vaccinated against Feline Calicivirus, Rhinotracheitis, Panleukopenia and Rabies.

Poultry species including chickens, pheasants, partridges, quails, turkeys, guineafowls, ducks, geese and domestic pigeons shall be vaccinated against Newcastle Disease (NCD) Virus and must have tested negative of Avian Influenza (AI) Virus, and/or Salmonella, whichever shall be required by the BAI relevant to prevailing disease outbreak situations and other issuances.

For all other species, including the abovementioned animals, necessary and pertinent regulations and issuances by the competent authority shall apply.

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All vaccination and prophylactic documents shall be signed by a duly licensed Veterinarian.

As required by the law, all dogs shall have been vaccinated against Rabies by a duly licensed veterinarian. Such vaccination shall be no less than 14 days and no more than one year at the time of the event. Proofs of vaccination shall be presented to the animal-event veterinarian.

All animals shall be under the effective control of its handler in the form of a leash, harness, cage or any other humane means to handle the animal to prevent any loss of life, injury or other health impacts to other animals or humans, property damage, social and economic disruption or environmental degradation.

Emergency kit and medicines shall be provided by the animal-event organizer as prescribed by the designated animal-event veterinarians at all times during the activity.

A vehicle shall be made available to transport injured animals to a veterinary facility.

No animals, unaccompanied by the handler, shall be placed alone inside a vehicle even with a running air-conditioning or ventilation fan.

Any person who shall commit maltreatment, neglect or cruel acts such, as but not limited to, neglect to provide adequate care, water, and shelter during the duration of the event shall be immediately reported to the animal-event veterinarian or government law enforcement authority.

Smoking within the event site, functional area and in the rest of the animal holding area shall be strictly prohibited.

DUTIES AND RESPONSIBILITIES OF THE ANIMAL-EVENT VETERINARIANS

The Animal-Event veterinarian shall be present during the entire duration of the events to conduct rounds, to attend to emergencies, and shall ensure that relevant provisions of the animal welfare laws, its revised implementing rules and regulations and related administrative issuances are complied with accordingly.

The Animal-Event veterinarian shall examine all animals before entering the venue and functional area. This examination shall include among other things, the physical fitness of the animal, the presence or absence of a communicable disease, evidence of maltreatment or cruelty or uncontrolled aversive behaviour and required vaccinations by the BAI.

The Animal-Event Veterinarian shall ensure that any cases of maltreatment, neglect or cruelty in the animal-event site shall be dealt with, acted upon and immediately reported to the law enforcement authority.

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After every animal-event, a post activity report shall be submitted by the animal-event veterinarian to the BAI certifying compliance with the animal welfare laws, implementing rules and regulations and other related administrative issuances.

Failure to submit after-activity report may result to the non-renewal of the animal-event veterinarian registration.

QUARANTINE AND TRANSPORT REQUIREMENTS

The following requirements must be complied by the organizers and exhibitors as per the DA Administrative Order No. 5 s. 2019 as amended:

1. Negative Testing Result for diseases of importance prior to transport (both ingress and egress);
2. Shipper / Owner must provide an animal inventory with identification of the animals to be exhibited;
3. Only animals from participating BAI Registered facilities duly inspected by the officers of the National Veterinary Quarantine Services Division (NVQSD) and has submitted an animal inventory and inspection certificate signed by an officer from the NVQSD, with proper animal identification, vaccination and testing prior to transport shall be issued with individual Shipping Permit (SP) / (Shipping Clearance);
4. A new SP shall be secured at the BAI booth to facilitate the transport of animals bought during the exhibit. The SP used from the point of origin shall be used as an attachment for the new Shipping Permit;
5. Shipper / Owner must apply for a SP application providing the following required information: Full name, Complete Address of Destination, Landline or Mobile Number for traceability purposes;
6. For Swine Farms: Veterinary Health Certificate, copy of farm accreditation as swine breeder, Animal Facility Registration / Animal Disease Monitoring Certificate, ASF Free Certificate, copy of BAI Shipping Permit are the requirements for the issuance of a new permit at the BAI booth;
7. For Game Fowl Farm: Veterinary Health Certificate, copy of farm accreditation, Animal Disease Monitoring Certificate, copy of BAI Shipping Permit / Shipping Clearance are the requirements for the issuance of a new permit at the BAI booth;
8. Upon arrival at the destination, shipper/owner must impose a 30-day quarantine period for the animals and in the case that any sign of a disease manifest, it shall be reported to the Regional Veterinary Quarantine Officer;
9. Ensure installation of biosecurity measures in the event area, such as but not limited to, footbath and/or shower-in shower-out area. A disinfection team must be available to supervise compliance with the biosecurity during the event.

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ADMINISTRATIVE SANCTIONS

The BAI Director thru the Animal Health and Welfare Division shall conduct investigation to an offense.

Upon issuance of the Notice of Violation/ Show Cause Order, the Animal-event Organizer/ Veterinarian shall be given three (3) days to submit a verified Explanation, addressed to the Director of the BAI.

The BAI Director, by virtue of Section 3 of RA 8485/ RA 10631, upon finding that there had been violation to any provisions of the animal welfare laws and issuances shall impose administrative sanction either by suspension or revocation of authorization (i.e. – Animal-event Veterinarian Registration Certificate, Animal-event Organizer Registration Certificate and Animal-event Clearance).

The following are grounds for Suspension or Revocation of authorization:

1. Misrepresentation of any material fact in the application for authorization and in any documentation used as a basis for issuing the authorization;
2. Failure to take adequate remedial or corrective measures for the deficiencies identified in the application;
3. Any other violation of this Memorandum Circular;

The decision to impose between suspension and revocation depends upon the effect or result of the offense to the health and welfare of the animals concerned and the nature of the complaint.

Revoked authorization may only be re-applied after three (3) years;

Animal-event veterinarians found guilty of misrepresentation or submitting false reports shall be sanctioned in accordance to RA 9268 "The Philippine Veterinary Medicine Act of 2004". Said violation shall be reported to the Philippine Veterinary Medical Association (PVMA). The PVMA, as an institutional member of the Department of Agriculture Committee on Animal Welfare (DA-CAW) shall facilitate the filing and processing of appropriate complaints upon endorsement by the BAI.

Any appeal shall be addressed to the Secretary of the Department of Agriculture thru the Committee on Animal Welfare.

For strict compliance.

Done this 31st day of May 2022.


REILDRIN G. MORALES, DVM, MVPHMgt.
Officer-in-Charge, Director

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