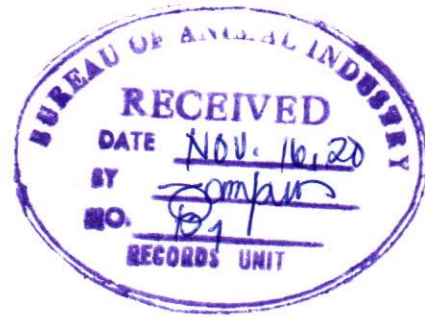




Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
Elliptical Road, Diliman  
1100 Quezon City



November 4, 2020

**ADMINISTRATIVE ORDER**  
NO. 37  
Series of 2020

**SUBJECT : GUIDELINES FOR GRANTING CASH ASSISTANCE TO REPORTABLE AVIAN INFLUENZA AFFECTED POULTRY FARMS**

**WHEREAS**, pursuant to *Book IV, Chapter 1, Section 3 of Executive Order No. 292, issued on July 25, 1987 otherwise known as the "Administrative Code of 1987"* in relation to *Book IV Title IV, Chapter 1, Section 3* of the same Code, the Secretary of the Department of Agriculture is empowered to issue administrative orders, promulgate rules and regulations necessary to carry out department objectives, policies functions, plans, programs, projects and for proper execution of the laws relative thereto;

**WHEREAS**, in 2012, Department of Agriculture (DA) through its Secretary, issued *Administrative Order No. 1, series of 2012*, Declaring the List of Notifiable Diseases and subsequently issued *Administrative Circular No. 03, series of 2018* amending the former; where it is stated that any unusual clustering of similar symptoms or syndromes or more than the perceived mortalities and morbidities that are yet unknown in origin shall be considered notifiable to consider emerging and re-emerging diseases;

**WHEREAS**, early reporting of animal-borne disease is vital for an efficient and well-coordinated response and immediate implementation of control measures;

**WHEREAS**, there is a need to further streamline and rationalize the efficient process for disease reporting, in keeping with the principles of economy, efficiency and checks and balances;

**WHEREAS**, indemnification of diseased animals will alleviate the production and financial losses of affected farmers and will improve disease reporting;

**WHEREAS**, a creation of guidelines for the grant of cash assistance to reputable Avian Influenza (AI) affected poultry farms and a standard payment system is appropriate and consistent with the accounting and auditing principles of the government and the objective of the government for a transparent and legal release of cash assistance to affected farmers;

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



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**NOW, THEREFORE, I, WILLIAM D. DAR, Secretary of the Department of Agriculture,** by virtue of the powers vested in me by the Constitution and existing laws, do hereby order the promulgation of the following guidelines:

## ARTICLE 1

### TITLE, OBJECTIVES AND DEFINITION OF TERMS

**Section 1. Title.** This AO shall be known as the “**GUIDELINES FOR GRANTING CASH ASSISTANCE TO REPORTABLE AVIAN INFLUENZA (AI)-AFFECTED POULTRY FARMS.**”

**Section 2. Objectives.** The following Guidelines are hereby adopted, promulgated and issued to:

- a. Prevent or control animal diseases through provision of cash and/or credit assistance to animal farmers who will be affected by the government-organized culling operations;
- b. Alleviate production losses; and to
- c. Encourage early reporting by animal farmers of actual or suspected cases of diseases of their animals, thus avoiding further spread.

**Section 3. Definition of Terms.** When used in these set of guidelines, the following terms shall mean:

**3.1. Backyard Poultry Farm** - any farm or household raising at least one head of bird and does not qualify as a commercial farm

**3.2. Breeders** – generally refers to poultry intended to supply broiler and layer industries

**3.3. Broiler** - poultry (i.e. chicken) raised for meat purposes only

**3.4. Commercial Poultry Farm** - refers to any farm which satisfies at least one of the following conditions:

- a) 5000 layers or 1,000 broilers
- b) 500 heads of duck regardless of age
- c) 10,000 quails
- d) 500 gamefowl

**3.5. Ducks** - general term for waterfowl belonging to the family *Anatidae* of either sex; also refers to female duck.

**3.6. Game fowl** - domesticated chicken, regardless of breed, age and sex, raised solely for game or recreation purposes

**3.7. Reportable Avian Influenza** - includes all H5 and H7 subtypes regardless of virulence in poultry. (All other subtypes are not reportable).

**3.8. Layers** - female chicken, regardless of age, raised mainly for table egg production

**3.9. Pigeons** – birds from the Family *Columbidae*, which is mainly use for sports, i.e. pigeon racing

**3.10. Poultry** - means all domesticated birds, including backyard poultry, used for the production of meat or eggs for consumption, for the production of other commercial products, for restocking supplies of game, or for breeding these categories of birds, as well as fighting cocks used for any purpose.

**3.11. Poultry By-products** – include manure, used litter, offal, feathers, mortalities, etc.

**3.12. Poultry Holding Facilities** - include commercial farms, gamefowl farms, backyard units, hatcheries, meat and egg processing plants, poultry dressing plants and aviaries

**3.13. Quails** – domesticated birds used mainly for meat or egg production

## ARTICLE 2

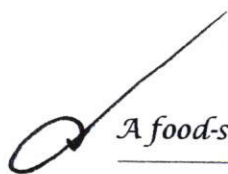
### COVERAGE AND ELIGIBILITY

**Section 4. Coverage.** The provision of Cash assistance is paid to farmers whose animals were affected by the reportable AI disease provided they qualify and comply with the following:

- a) The national accounting and auditing requirements of Commission on Audit
- b) The disease control procedures implemented by the competent veterinary authorities

**Section 5. Eligibility.** The eligibility conditions are set out below.

- a) An owner/keeper whose backyard flock or commercial flock is depopulated in the interest of disease control by government representatives from the time the reportable AI was reported by the Bureau of Animal Industry (BAI) to the Secretary of Agriculture;
- b) The cash assistance is paid for each LIVE animal surrendered to or confiscated by the government representative for the purpose of disease control through culling;



- c) The owner/keeper agrees to depopulation, disposal, cleaning and disinfection at the time and manner specified by the government representatives tasked to contain the disease;
- d) Cash assistance does not cover susceptible animals moved onto the affected farm or quarantine zone beginning on the day of depopulation conducted by the government representatives;
- e) Pursuant to **Section 4 of the Republic Act 8485, otherwise known as the "Animal Welfare Act of 1998"**, as amended by R.A. No. 10631, all animal facilities shall be registered to the Bureau of Animal Industry. All Animal welfare-registered backyard and commercial in terms of farm level operation shall get cash assistance of 100% of the total amount of the surrendered animals;
- f) All non-registered backyard and commercial farms shall only get 20% cash assistance to help defray the cost of production;
- g) The DARFO or BAI representative may refuse payment of cash assistance, in whole or in part, where an owner/keeper does not satisfy the eligibility conditions.

### ARTICLE 3

#### CASH ASSISTANCE DESCRIPTION, RATES AND TIMELINE

**Section 6. Cash assistance description.** The payment of compensation to affected farmer is anchored on the willingness of the farmers to report the disease, and have his flocks culled to support government effort to manage, contain and control reportable AI. Compensation paid from the special account shall refer exclusively to animals which are ordered to be culled to prevent spread of such animal diseases and shall not cover other losses such as destruction of contaminated feedstuffs and other products, disinfection of plants and equipment and other control measures (direct culling costs, protection of members of Incident Command for reportable AI control, restocking costs, economic losses for drop of market conditions, and improvement of biosecurity measures. Such losses may be compensated through such other means as may be made available by the Government.

**Section 7. Cash assistance rates.** Compensation rates shall be adjusted from time to time by an AO issued by the DA Secretary for all animal species and various categories. Rates of compensation shall be uniform throughout the country in order to avoid movement of animals. The cash assistance rates are as follows:

<i>Poultry species</i>	<i>Amount (Php) per head</i>
Layers / ducks / breeders (age:10wks and above only)	100.00
Broiler (age: 2wks and above only)	60.00
Gamefowl	150.00
Quail / Pigeons	15.00



**Section 8. Payment procedures.** Compensation payments from the special account may be made in cash, cheques, post office, vouchers or bank transfer.

**Section 9. Cash assistance timeline.** The timeline as provided in the schematic diagram should not exceed 14 days, from the time the disease was reported by the farmer to government authorities, to wit;

Day 1. Farmer report the disease to government authorities (Municipal Veterinarian/Agriculturist-and then to Provincial Veterinarian)

Day 2. Government, either from BAI/Regional Field Office (RFO)/Provincial Veterinary Office (PVO), investigate the report and get samples from sick pigs.

Day 3. Results are released within 2-3 days (Day 4-5).

Day 5. Regional Executive Director (RED) or BAI Director is informed of the laboratory results.

Validation of report, computation of payment (1<sup>st</sup> tranche) for reporting

Day 6. Positive result. RED or BAI Director inform the Local Chief Executive (LCE) or the farm owner and government representative from DARFO or BAI is sent to do inventory of flocks within the affected farm.

Preparation for culling.

Day 7. Culling commence, and depending on the number of affected population, must be completed in 7 days (Day 7-14).

There shall be representatives from DARFO/BAI and LGU to document the whole operations.

Day 14. All requisite document need to be checked and validated, and payments are prepared.

**Section 10. Required Documents and Signatories.** To ensure uniformity in document submission, the list of required reports and documents must be submitted to the Office of the DA RED:

- a) Laboratory test confirming the diagnosis of reportable AI viral-RNA issued by Regional Animal Disease Diagnosis Laboratory or Animal Disease Diagnosis and Reference Laboratory.
- b) Disease Investigation report from veterinary authority
- c) Reportable AI Indemnification Claim Form (Annex 1)

Each depopulation activity shall be witnessed by representatives of LGU veterinary/agriculture authorities (Municipal/City Veterinary/Agriculture Office or PVO) and DA (RFO or BAI). The DARFO shall be responsible for documenting the activity using the reportable AI Indemnification Claim Form and shall be filled up in triplicate (Owner's copy, LGU copy and DARFO copy) and signed/validated by representatives of LGU and DA.

**Section 11. Cash assistance process flow.** The process flow for detection, reporting, diagnostic validation, culling and compensation of affected farmers is summarized through the schematics below, further details are in the following sections of this Order.

Steps	Require Document	Responsible Office/Person
Step 1. Technical validation	<ol style="list-style-type: none"> <li>1. Disease Investigation Report</li> <li>2. Laboratory Result confirming reportable AI</li> <li>3. BAI confirmation letter addressed to DA Secretary through the DA Office of the Assistant Secretary for Livestock (OASL)</li> </ol>	<ol style="list-style-type: none"> <li>1. Municipal/City/Provincial Veterinary Office or DARFO</li> <li>2. RADDL or ADDRL</li> <li>3. BAI</li> </ol>
Step 2. Culling validation	<ol style="list-style-type: none"> <li>4. Reportable AI Indemnification Claim Form (with digital copy of photo and video)</li> </ol>	DARFO Field Representative
Step 3. Document consolidation and initial validation	<ol style="list-style-type: none"> <li>5. Letter of Request for Indemnification with the attached documents (Documents 1-4)</li> </ol>	DARFO Regional Executive Director
Step 4. Submission of consolidated documents for technical review	<ol style="list-style-type: none"> <li>6. Documents 1-5 (BAI to determine if the recipient is the infected premise and to attach DA OASL Endorsement Letter addressed to the Office of the Secretary (OSEC)</li> </ol>	BAI Director
Step 5. DA OASL endorsement to OSEC through the DA Finance Group	<ol style="list-style-type: none"> <li>7. Documents 1-5 with DA OASL Endorsement Letter</li> </ol>	DA OASL
Step 6. Financial review and processing	<ol style="list-style-type: none"> <li>8. Documents 1-5 with DA OASL Endorsement Letter (with Secretary's Approval)</li> </ol>	DA Finance Group



Step 7. Allotment of Funds		DA Finance Group
Step 8. Release to RFOs and then to affected farmers		DARFO

**Section 12. Random Validation.** The DA OASL with BAI shall create its own validation team to conduct random validation of documents submitted by the LGUs and DARFOs.

#### ARTICLE 4

#### INCIDENT COMMAND, DISEASE INVESTIGATION, DIAGNOSIS AND COMPENSATION

**Section 13. Incident Command for reportable AI Control.** The DA Regional office shall organize its own Regional Incident Command for the control of reportable AI. The Local Government Authorities for reportable AI control (LGU Incident Command) shall be created through a special order from the LCE of the affected area. The composition of Local Government Authorities for reportable AI control shall be defined and/or modified in consultation with the DA Regional Executive Director. Functions of the Incident Command for reportable AI control shall include culling and compensation operations.

**Section 14. Disease reporting.** Concerned citizens or poultry farm owners/producers shall report a suspect case of reportable AI directly to the government veterinary officers. Cases may also be detected and reported through routine surveillance undertaken by the government veterinary services.

**Section 15. Disease investigation.** The veterinary official who received the suspected case of AI shall immediately take actions to inspect suspected farm and collect samples. A written investigation report shall be prepared and made available to the government veterinary services and competent veterinary authority.

**Section 16. Disease diagnosis.** The government-recognized Veterinary Laboratory shall conduct the appropriate diagnostic test and report the results to either the RED of the DA-RFO or to the Director of BAI. The ADDRL shall conduct confirmatory test for reportable AI.

**Section 17. Compensation.** Upon confirmation of the positive case, the government shall inform the farmer. The government representatives i.e BAI/DARFO and LGU, shall conduct the audit process in the presence of the farm owner. A Financial assistance form



shall be accomplished and signed by the owner and government representatives for compensation purposes.

## ARTICLE 5

### SETTLEMENT OF DISPUTES

**Section 18. Settlement of Disputes.** A mechanism for the settlement of disputes regarding the operation of the mechanism shall be set up, including appeals to the Secretary and to the courts of law, otherwise, the provisions on administrative Procedure provided in E.O. 292, otherwise known as the "**Administrative Code of 1997**", specifically **Book VII Chapter 3 and 4** shall apply.

## ARTICLE 6

### EFFECTIVITY

**Section 19. Effectivity.** This Administrative Order shall take effect fifteen (15) days after its publication in the Official Gazette and/or in two (2) newspapers of general circulation.

Issued this 10th day of November 2020, in Quezon City.

  
**WILLIAM D. DAR, PhD**  
Secretary

DEPARTMENT OF AGRICULTURE  
  
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