



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

June 08, 2020

**MEMORANDUM CIRCULAR**

No. 23  
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**TO: ALL SHIPPERS**  
**ALL VETERINARY QUARANTINE OFFICERS AND INSPECTORS**

**FROM: OFFICER-IN-CHARGE, DIRECTOR**

**SUBJECT: SUPPLEMENTARY GUIDELINES ON SECTION 9 OF DA ADMINISTRATIVE ORDER NO.5 S.2019 ENTITLED: REMEDIES/PENALTY FOR VIOLATION**

**WHEREAS**, the BAI-NVQSD received increasing number of incident reports on the submission of tampered, recycled or fake documents in BAI-NVQSD frontline transactions such as local Shipping Permit (SP) application and during the inspection of SP and its supporting documents at the animal quarantine checkpoints;

**WHEREAS**, the Shipping Permit requirements are composed of government-issued and private documents which are intended to form part of the public record;

**WHEREAS**, any falsification of such documents merit penalties under the Revised Penal Code, DA AO 5.s.2019 and other existing regulations;

**NOW THEREFORE, THE BUREAU OF ANIMAL INDUSTRY** hereby issues the following supplementary guidelines on Section 9 of DA Administrative Order No. 5 s.2019 for the information, guidance and strict compliance of all concerned without prejudice to filing of criminal case:

- 1. In case of submission of tampered, recycled or fake documentations for the purpose of local Shipping Permit (SP) application.**
  - 1.1 Confiscation of documents
  - 1.2 As a preventive measure:
    - 1.2.1 Immediate suspension of NVQSD online account
    - 1.2.2 Outright suspension of Transport Carrier Registration and Livestock Handlers License
  - 1.3 Issuance of Show Cause Order
  - 1.4 Post-investigation actions:
    - 2.4.1 Cancellation of NVQSD online account
    - 2.4.2 Blacklisting of person/company

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*with prosperous farmers and fisherfolk*

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