



MEMORANDUM CIRCULAR

No. 28
Series of 2019

To : **ALL FEED ESTABLISHMENTS**

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

Date : **SEPTEMBER 27, 2019**

Subject : **RENEWAL OF LICENSE-TO-OPERATE AND CERTIFICATE OF FEED PRODUCT REGISTRATION FOR CALENDAR YEAR 2020**

This is to inform all concerned feed establishments (manufacturers, traders, importers, indentors, exporters, suppliers, distributors, repackers, dealers, retailers) that the **Animal Feeds, Veterinary Drugs and Biologics Control Division (AFVDBCD)** and the **Department of Agriculture (DA) - Regional Field Offices (RFOs)** will start accepting applications for the renewal of Licenses-to-Operate and Certificates of Feed Product Registration on **October 1, 2019** to cover **CY 2020**. This is to avoid the surge and volume of applications that AFVDBCD and DA-RFOs usually receive during the start of the year. This early renewal activity will also ensure that the operations of the feed establishments will be continuous and will not be hampered by the late renewal of registration.

For easier identification, applications should be submitted using the following color-coded folders:

- | | | |
|-------------|---|---|
| Yellow | - | Manufacturers (Commercial/Toll/Feed Ingredient/ Non-Commercial) |
| Orange | - | Traders |
| Red | - | Importers/Exporters |
| Blue | - | Suppliers/Repackers |
| Green | - | Indentors |
| Beige/Flesh | - | Retailers/Distributors/Dealers |

In addition, the name of the company and address should be prominently written on the front cover of the folder.

Deadline for renewal of registration is **January 21, 2020**. Failure to do so will subject applications to imposition of surcharges.

For strict compliance.

RONNIE D. DOMINGO, DVM, MSc.

