

Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY

Visayas Ave., Diliman, Quezon City GaBAI sa Pag-unlad ng Paghahayupan

MEMORANDUM ORDER

No 22 Series of 2020

SUBJECT:

THE NATIONAL VETERINARY QUARANTINE SERVICES DIVISION (NVQSD)

OPERATIONAL GUIDELINES FOR THE NEW NORMAL

To facilitate the continuous performance of critical regulatory functions of the National Veterinary Quarantine Services Division (NVQSD) while protecting health and safety of our employees and clients under the Modified Enhanced Community Quarantine, General Community Quarantine and Modified General Community Quarantine also known as the "New Normal" amid continuing COVID-19 cases in the country, the following operational guidelines, based on practices that minimize COVID-19 transmission risk in the workplace are hereby issued:

 The processing of frontline services will be done through electronic permitting system whenever possible. The NVQSD will push for automation of its remaining paper-based traditional services to improve its customer services.

Frontline Service	Status	Action Plan	Status
Issuance of SPS Import Clearance for Dogs and Cats	Online		
Issuance of SPS Import Clearance for animal products and by-products			
Issuance of SPS Import Clearance for live animals (except dogs and cats)			
Issuance of International Veterinary Certificate or Veterinary Health Certificate for export of animal	Manual	 Development of Online application platform NVQSD Booth in the 	 Online application platform is in progress
Issuance of Commodity Clearance for export of animal by-products		Dome to serve as temporary receiving	 NVQSD booth already is in place
Issuance of Veterinary Health Certificate for export of pets		area of clients; officer of the day to man the said booth	
Issuance of local shipping permit for live animals (livestock & poultry)	Online	Nationwide implementation of	The website is operational and
Issuance of local shipping permit for non-commercial shippers (pets, game fowl, wild animals, etc.)	Manual	online SP application • Set-up on-site application kiosks at	system-ready for ful implementation • On-site kiosk at
Issuance of local shipping permit for Animal Products and By-Products		NVQSD Central Office and Veterinary	NVQSD Central Office is available
		Quarantine Stations	

Masaganang

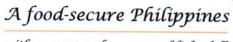
Adaption of the second	 Launch simplified online SP application system for non- 	
	commercial shippers (pets, game fowls, wild animals, etc)	

2. Internal or external procedures will be modified, as practicable for operational effectiveness and efficiency.

Procedure/Services	Action Plan	Status	
Quarantine Site Inspection	Allow Alternative quarantine site inspection process for previously approved farms/facilities with good compliance history (via real-time videocall or submission of recorded videos and notarized undertaking)	Drafting of Memorandum	
Application for BAI- Accreditation of Commercial Importers and Exporters of live animals	Replace in-person submission of requirements & additional certifications with electronic means	Order with its implementation guidelines is in progress	
Import Risk Analysis	Acceptance of request and Release of	Line in	
Other Certification requests	certificates through electronic means whenever possible		
Collection of application & inspection fees	Set-up online payments	Coordinate with Cashier on the feasibility of this action	

3. Enhance public access to information and services of the NVQSD as well as establish internal/external coordination mechanism.

Area to address	Action Plan	Status
Public Consultation of proposed regulations	Publication of proposed regulations in NVQSD website	To draft issuance with implementing guidelines
	Conduct online public consultation	- Creation of internal link in the website for Public consultation
General inquiries and specific animal movement concern	Maintain hotlines and create social media page that provide information and support Publish FAQs and general information in the NVQSD website and social media page	Development of information materials is in progress
In-person meetings	Use of video conferencing tools for conducting virtual meetings with VQS and other agencies	To explore a more secure alternative tool





4. Adoption of health and safety measures recommended by the Civil Service Commission, Department of Health and World Health Organization.

Action Plan	Status	
Adopt recommended precautionary measures that must be observed within the workplace	Issuance of memorandum guidance to all NVQSD personnel on the observance of minimum precautionary activities is in progress	
Designate a focal person to coordinate related information/updates and monitoring of compliance	Memorandum Order on the designation of COVID coordinator is in progress	
Provide adequate support mechanisms (provide supplies, materials, transport service, accommodation, etc.)	Purchase requests for the procurement of PPEs and other materials already on process	

5. Identify intra-regional or inter-regional veterinary quarantine checkpoints that can be turned over to the DA Regional Field Office or Local Government Units.

Action Plan	Status
Issue Memorandum Order to RVQO to identify and submit list of eligible checkpoints	Drafted Memorandum Order for approval
Prepare list of VQC and prepare guidelines, MOA	To be drafted once checkpoints are identified
Coordinate with DA-RFO and LGU to work on the transfer of the checkpoints	Lateral coordination is yet to be done

For the information and guidance of all concerned.

RONNIE D. DOMINGO, DVM, MSc.

Officer-in-Charge, Director

