



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Visayas Ave., Diliman, Quezon City
TIN NO.: 300000746316

MEMORANDUM CIRCULAR

No. 12
Series of 2018

To : **ALL FEED ESTABLISHMENTS**

From : 
RONNIE D. DOMINGO, DVM, MSc.
Officer-in-Charge, Director

Date : **SEPTEMBER 19, 2018**

Subject : **RENEWAL OF LICENSE AND REGISTRATION FOR CALENDAR YEAR 2019**

This is to inform all concerned feed establishments (manufacturers, importers, indentors, exporters, suppliers, distributors, repackers, dealers, retailers) that the **Animal Feeds, Veterinary Drugs and Biologics Control Division (AFVDBCD)** and **Department of Agriculture (DA) – Regional Field Offices (RFOs)** will start accepting applications for the renewal of license and registration on **October 1, 2018** to cover **CY 2019**. 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 of applications, applicants are required to submit the following color – coded folders:

- | | | |
|-----------------|---|---|
| Yellow | - | Manufacturers (Commercial/Toll/Feed Ingredient/ Non-Commercial) |
| Orange | - | Traders |
| Red | - | Importers/Exporters |
| Blue | - | Suppliers/Repackers |
| Green | - | Indentors |
| Ordinary Folder | - | 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, 2019**. Failure to do so will subject applications to imposition of surcharges.

For strict compliance.