



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman 1100 Quezon City
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31 May 2024

MEMORANDUM

TO : ALL CONCERNED

**FROM : THE UNDERSECRETARY FOR LIVESTOCK, CHAIRPERSON,
INTER-AGENCY TECHNICAL COMMITTEE ON
INDIAN BUFFALO MEAT IMPORTATION AND UTILIZATION**

**SUBJECT : CALL FOR APPLICATIONS FOR THE CY 2025 ELIGIBILITY
CERTIFICATION TO IMPORT INDIAN BUFFALO MEAT (IBM)**

This is to inform you that the submission for application for 2025 Eligibility Certification to import Indian Buffalo Meat (IBM) is now open. In pursuant to Section 4 of the Department of Agriculture (DA) Administrative Circular No. 1 series of 2017 on Updated Rules and Regulations Governing the Allocation, Importation and Utilization of Fresh Buffalo Meat from India and its amendments, you may now submit the documents required to be evaluated by the IBM Technical Working Group (TWG).

1. General Documents:

1.1. Letter of Intent indicating requested IBM volume for 2025 and addressed to :

HON. FRANCISCO P. TIU LAUREL, JR.
Secretary
Department of Agriculture

Thru: **USEC. DEOGRACIAS VICTOR B. SAVELLANO**
Undersecretary for Livestock
Chairperson, IBM IATC

- 1.2. Duly accomplished notarized application form for IBM;
- 1.3. Notarized affidavit of Undertaking for IBM;
- 1.4. Certified True Copy (CTC) of License to Import (LTI) as Meat Import Processor (MIP) issued by DA- National Meat Inspection Service (NMIS);
- 1.5. CTC of License to Operate (LTO) of the processing facility issued by Department of Health- Food and Drug Administration (DOH-FDA).

2. Additional Documents

2.1. New Applicants (No IBM allocation)

In addition to the General Documents, please submit the following:

- 2.1.1. CTC of Certificate of Product Registration (CPR) of all products intending to utilize IBM;



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- 2.1.2. CTC of Hazard Analysis Critical Control Point (HACCP) Certificates of all products intending to utilize IBM from FDA or NMIS or other government agency or DTI PAB accredited certification body;
 - 2.1.3. Updated HACCP Plan/s of all products intending to utilize IBM;
 - 2.1.4. Updated process flows of all HACCP certified products intending to utilize IBM.
- 2.2. Renewal Applicants (With existing IBM allocation)**
In addition to the General Documents, please submit the following:
- 2.2.1. CTC of CPR of all products utilizing IBM;
 - 2.2.2. CTC of HACCP Certificates of all products utilizing IBM from FDA or NMIS or other government agency or DTI PAB accredited certification body;
 - 2.2.3. Updated HACCP Plan/s of all products utilizing IBM;
 - 2.2.4. Updated process flows of all HACCP certified products utilizing IBM;
 - 2.2.5. Signed monthly IBM utilization report of the current year (using the prescribed template).

Only complete documentary requirements will be accepted on or before **July 31, 2024**. Submit electronic copies to nmis.mied@gmail.com and hard copies filed in a clear book folder with proper labels at the **Meat Import & Export Division - NMIS MITDC Building, No. 4 Visayas Avenue, Brgy Vasra, Quezon City**. Applications submitted after July 31, 2024 will not be accepted.

Should you have queries, you may contact the IBM Secretariat through Dr. Mariel R. Rebosura or Mr. Joseph Bryan Defeo at tel. no. 02-89247980 local 115 or email at nmis.mied@gmail.com.

Thank you.


DEOGRACIAS VICTOR B. SAVELLANO



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