



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
NATIONAL MEAT INSPECTION SERVICE
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NMIS MEMORANDUM CIRCULAR
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SUBJECT: REGISTRY OF LOCALLY REGISTERED MEAT ESTABLISHMENTS

Pursuant to the provisions of Republic Act No 9296 otherwise known as the Meat Inspection Code of the Philippines of 2004 and its Implementing Rules and Regulations, Republic Act No 7160 otherwise known as the Local Government Code of 1991 and Executive Order No 137 Series of 1993, the herein guidelines are prescribed in the keeping, maintenance and updating a registry for Locally Registered Meat Establishments by the NMIS.

A. OBJECTIVES

1. To address the need for a baseline data on existing locally registered meat establishments.
2. To provide basis for future assistance to locally registered meat establishments that are in need of improvement or rehabilitation.
3. To institutionalize a system of identification to support traceability programs on disease prevention and protection of the consuming public.
4. To provide reference for government and non-government entities in the formulation and execution of policies, procedures and rules and regulations relative to their compliance to standards and upgrading.

B. DEFINITION OF TERMS

1. **LOCALLY REGISTERED MEAT ESTABLISHMENT (LRME)** - refers to slaughterhouses, meat processing plants, poultry dressing plants, meat cutting plants and cold storages that are registered by the city/municipal government but are not accredited by the NMIS.
2. **LGU MEAT INSPECTION SERVICE (MIS)** - refers to the established meat inspection system in the LGUs, namely the provincial (PMIS), city (CMIS) and municipal (MMIS) that shall be under the Office of the Provincial, City and Municipal Veterinarian or whosoever directly supervises the local MIS.
3. **OPERATOR** – refers to person, entity or head of office directly managing the operation of the establishment.
4. **REGISTERED** – refers to official enlistment with the LGUs and NMIS.

The production of clean, wholesome, healthy and sound meat for food is concern of everyone. 1

C. GENERAL PROVISIONS

1. CITIES AND MUNICIPALITIES (CMIS/MMIS)

The following procedures and requirements shall be observed in the registration of meat establishments in the cities and/or municipalities:

- i. The operator of the meat establishment shall fill up the Registration Form (Form No 1).
 - ii. The duly accomplished Registration Form No 1 together with the following documents shall be submitted to the Meat Inspection Service of the concerned LGU:
 1. Business Permit
 2. Sanitary Permit
 3. Picture of the meat establishment
 4. Certificate of Water Potability
 - iii. A team from the City/Municipal Veterinary Office or any equivalent office shall conduct an ocular inspection and evaluation of the meat establishment.
 - iv. The LGU, through the Veterinary Office or any equivalent office shall prepare the Certificate of Registration (Form No 2) upon completion of ocular inspection and evaluation report.
 - v. The Local Chief Executive shall approve the Certificate of Registration.
 - vi. The component cities and municipalities shall submit regularly copies of Certificate of Registration to the Provincial Meat Inspection Service (PMIS) for collation.
- ### 2. PROVINCE (PMIS) AND CITIES (Highly Urbanized and Independent Component)
1. The PMIS shall require component cities and municipalities to submit copies of Certificate of Registration of LRME under their jurisdiction for collation at the provincial level.
 2. The PMIS shall submit annually consolidated list of LRMEs in the province together with the copies of Certificate of Registration to the NMIS regional Office.
 3. The highly urbanized and independent component cities shall likewise submit annually a master list of LRMEs together with the copies of certificate of registration in their territorial jurisdiction directly to the NMIS regional Office.
- ### 3. NATIONAL MEAT INSPECTION SERVICE (NMIS)
1. The NMIS Regional Office shall prepare a consolidated list of all locally registered meat establishments in the region and submit the same to the NMIS Central Office.
 2. The NMIS Regional Office shall provide Provincial Veterinarian a copy of the Regional List of LRMEs for validation and ready reference.



3. The Registry of LRME shall be kept, maintained and regularly updated by NMIS Central Office under the Locally Registered Meat Establishment Assistance Service (LRMEAS).
4. NMIS shall make the registry readily available to the public through its website.

So Ordered.


ATTY JANE C BACAYO, DVM, MPA
Executive Director

FORM 1: REGISTRATION FORM FOR LRME

LOGO AND LETTERHEAD OF LOCAL GOVERNMENT UNIT

REGISTRATION FORM FOR LOCALLY REGISTERED MEAT ESTABLISHMENT

1. Name of applicant/operator:

2. Address of applicant: _____
3. Contact Details:
Telephone No: _____
Fax No: _____
E-mail: _____
4. Name of Establishment:

5. Address of Establishment: _____
6. Type of Meat Establishment:
 Slaughterhouse/Abattoir
 Poultry Dressing Plant
 Meat Processing Plant
 Meat Cutting Plant
 Cold Storage
 Others (please specify)
7. City/Municipal Registration Number (if previously registered): _____
8. Date established/constructed: _____
Funded by: _____
9. Date of Last renovation/repair (if any): _____
10. Status of facilities: _____
11. Reason for non-accreditation of meat establishment:

12. Number of animals slaughtered/dressed per day:

Large cattle _____; Hogs _____; Goats _____; Poultry _____

13. Source of animals:

14.

Prepared or Processed (for meat processing, meat cutting plant)	Average Daily Production		
	Product	Volume	Brand Name
____ Pork	____ Cutting	_____	_____
____ Beef	____ Boning	_____	_____
____ Poultry	____ Mechanical boning	_____	_____
____ Others	____ Fabrication	_____	_____
____ Curing	____ Formulating	_____	_____
____ Cooking	____ Smoking	_____	_____
____ Canning	____ Drying	_____	_____
____ Slicing		_____	_____

15. Destination/Distribution:

Wet markets _____

Hotel/Restaurants _____

Cold Storage _____

Meat Shops _____

Supermarket _____

16. Income generated from Slaughter Fees and Charges per month (average)

17. Name of Meat Inspectors

18. Name of Meat Butchers

19. Other information

Name and Signature of Applicant: _____

Position: _____

Contact Details: _____

Date of Application: _____

Prepared by (if by authorized representative): _____