



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
Elliptical Road, Diliman, Quezon City 1101  
Philippines

July 4, 2018

**DEPARTMENT ORDER**

No. 10  
Series of 2018

**SUBJECT : ESTABLISHING THE INSTITUTIONAL LINK AND COORDINATION BETWEEN THE NATIONAL LABORATORIES OF THE BUREAUS OF ANIMAL INDUSTRY, PLANT INDUSTRY, AND SOILS AND WATER MANAGEMENT AND THE INTEGRATED LABORATORIES OF THE REGIONAL FIELD OFFICES OF THE DEPARTMENT OF AGRICULTURE**

**WHEREAS**, Department Order no. 4, series of 2017, hereinafter referred to as DO 4, mandates the rationalization and strengthening of national and regional laboratory services of the Department of Agriculture (DA) in order to, among others, optimize the utilization and efficiency of DA laboratories and ensure these can provide accurate data for regulatory and enforcement purposes, research and development, standards development, production, extension and marketing services for the agriculture and fishery sectors;

**WHEREAS**, in support to DO 4, there is a need to clearly define roles and responsibilities of national laboratories of the Bureaus of Animal Industry, Plant Industry, and Soils and Water Management vis-a-vis the Regional Integrated Laboratories of the DA Regional Field Offices and to strengthen their linkages as well, in order to enhance delivery of laboratory services to the agriculture sector;

**NOW, THEREFORE, I, EMMANUEL F. PIÑOL**, Secretary of Agriculture, by the powers vested in me by law, hereby issue this Department Order directing further support to DO 4 by establishing and implementing the institutional link and coordination that will effectively and efficiently connect the national laboratories of the Bureaus of Animal Industry, Plant Industry, and Soils and Water Management with the Regional Integrated Laboratories of the DA Regional Field Offices in the performance of their functions.

**SECTION I  
OBJECTIVES**

1. To institute an effective linkage and appropriate level of coordination between the national laboratories of the Bureaus of Animal Industry, Plant Industry, and Soils and Water Management and the Regional Integrated Laboratories of the DA Regional Field Offices;
2. To establish and institutionalize a mechanism for the unified development and implementation of national and regional laboratory work programs and services based on agreed national policies, protocols, and standards supportive to national objectives and consistent with international standards/best practices; and
3. To promote cooperation on national and regional laboratory development initiatives, including but not limited to, accreditation to ISO/IEC 17025:2017, proficiency testing and capacity building programs across DA Laboratories.

**EMMANUEL F. PIÑOL**  
Secretary

## SECTION II SCOPE AND COVERAGE

This Department Order covers the national laboratories of the DA Bureaus and the integrated laboratories of the DA Regional Field Offices listed below, which, for the purpose of this Order, shall be collectively referred to as "DA Laboratories":

### 1. National Laboratories of the:

- a. Bureau of Animal Industry (BAI)
- b. Bureau of Plant Industry (BPI)
- c. Bureau of Soils and Water Management (BSWM)

### 2. Integrated Laboratory Divisions (ILDs), referred as Regional Integrated Agricultural Laboratories (RIALs) in DO4, of the DA Regional Field Offices (DA RFOs), composed of the:

- a. Regional Animal Disease Diagnostic Laboratory
- b. Feed Chemical Analysis Laboratory
- c. Regional Crop Protection Center
- d. Regional Soils Laboratory

This Department Order also covers the Bureau of Agriculture and Fisheries Standards (BAFS) as the designated Coordinating Agency for the rationalization of DA laboratories (Section II, DO 4).

National laboratories of DA bureaus and attached agencies which operate their own regional laboratories are not covered by this Department Order.

## SECTION III FUNCTIONAL LINKAGES AND RESPONSIBILITIES OF THE DA LABORATORIES

### 1. Functional Linkages

- a. BAI shall provide technical leadership and guidance on the work programs and services of the Regional Animal Disease Diagnostic Laboratory and the Feed Chemical Analysis Laboratory of ILDs.
- b. BPI shall provide technical leadership and guidance on the work programs and services of the Regional Crop Protection Center of ILDs.
- c. BSWM shall provide technical leadership and guidance on the work programs and services of the Regional Soils Laboratory of ILDs.

### 2. Responsibilities of National Laboratories of BAI, BPI and BSWM

#### 2.1. General

- a. Develop and institutionalize national work programs and the appropriate organizational arrangements between the national laboratories and their regional counterpart laboratories that will clearly define relationships, facilitate exchange of information and data, and enhance communication and reporting systems, including monitoring.



- b. Provide technical leadership and guidance to the component laboratories of the ILDs of DA RFOs in the development and implementation of national policies, protocols, and standards under their respective jurisdiction.
- c. Monitor compliance and consistency of work of ILDs with the national policies, protocols, and standards.

## 2.2. Specific

- a. Lead in the development and issuance of Manual of Operations/Standard Operating Procedures in regard to 2.1.b for the use and reference of the component laboratories of ILDs.
- b. In coordination with the ILDs, identify testing and non-testing activities for the component laboratories of ILDs.
- c. Establish and cascade testing and monitoring protocols that are consistent with national and/or international standards to the component laboratories of ILDs.
- d. Provide technical support and guidance, including capacity building as necessary, to assist and equip the component laboratories of ILDs under their respective jurisdiction in the implementation of the national policies, protocols, and standards and towards ISO/IEC 17025:2017 accreditation, as applicable.
- e. Provide technical support and guidance in the preparation and implementation of programs for Method Validation and Verification, Equipment Maintenance and Calibration, and Quality Assurance.
- f. Provide technical support and guidance in the preparation and implementation of Good Laboratory Practices (GLP).
- g. Organize Proficiency Testing and Inter-Laboratory Comparison exercises and provide technical support and guidance in the implementation of and participation to such exercises.
- h. Conduct needs assessment to ascertain the ILDs to be afforded priority support in developing and enhancing capabilities and resources. This shall include establishing criteria for evaluation and prioritization, assistance in preparation of development plans, and evaluation of proposals of the component laboratories of ILDs under their respective jurisdiction.
- i. Conduct regular monitoring and evaluation of performance/capacity of the component laboratories of ILDs under their respective jurisdiction.
- j. Consolidate reports and evaluate the development and implementation of work programs and testing activities of their regional counterpart laboratories and regularly submit the same to BAFS.
- k. Lead in the development and implementation of an information management system that would facilitate exchange of information and data between and among the DA Laboratories.
- l. Coordinate with BAFS in undertaking the above tasks, including budgetary proposals, and Work and Financial Plans of the component laboratories of ILDs.

**3. Responsibilities of Integrated Laboratory Divisions (ILDs) of the DA Regional Field Offices (DA RFOs)**

- a. Conform to the laboratory policies, protocols, and standards developed and prescribed by the National Laboratories
- b. In coordination with the concerned National Laboratory, prepare and submit their testing protocols, budgetary proposals, and Work and Financial Plans
- c. Coordinate with and submit reports to the counterpart National Laboratory on the development and implementation of their work programs and testing activities
- d. Conduct method validation and verification for in-house testing methods adopted and optimized by regional integrated laboratories.
- e. Undertake testing activities of regional importance.


**4. Responsibilities of the Bureau of Agriculture and Fisheries Standards (BAFS)**

In accordance with its mandated role as the Coordinating Agency for the rationalization of DA laboratories, BAFS shall provide the necessary coordination and monitoring of implementation of this Order and shall report progress and implementation concerns to the Secretary thru the concerned Undersecretary and Assistant Secretary.

**SECTION IV  
IMPLEMENTATION AND EFFECTIVITY**

This Order shall be implemented under the overall guidance of the Undersecretary for Policy and Planning, Project Development, Research and Development, and Regulations and the supervision of the Assistant Secretary for Regulations.

This Order shall take effect immediately and shall remain in force until revoked or amended.

  
**EMMANUEL F. PIÑOL**  
 Secretary

DEPARTMENT OF AGRICULTURE  
  
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