

✓ The following Forms are available at the DA-BAFS' Organic Agriculture Division-Registration Section (OAD-RS) and can be downloaded at the DA-BAFS website, www.bafs.da.gov.ph (Services):

1. Experimental Use Permit (EUP) Application Form (OARS-01-EUP.v4)
2. Registration of Organic Input Product Application Form (OARS-03-CPR.v3)
3. Organic Input Importation or Exportation Clearance Application Form (OARS-05-IEC.v5)

✓ Only duly accomplished application form and complete requirements will be processed.

For inquiries, please visit us:

ORGANIC AGRICULTURE DIVISION - REGISTRATION SECTION (OAD-RS)

Bureau of Agriculture and Fisheries Standards
Department of Agriculture
BPI Compound, Visayas Avenue, Diliman Quezon
City 1101 Philippines

or call us:

**DA Trunkline Nos.: (02) 8928-8741 to 64
locals: 3304 or 3319**

or email us:

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Organic Agriculture Registration Checklist of Requirements

Organic Soil Amendments OSA & Organic Bio-Control Agents (OBCA)

Important Reminders:

1. *This checklist applies only to those products with organic claims.*
2. *The Organic Certificate (OC) is a prerequisite for the registration of OSA or OBCA products.*
3. *The valid OC qualifies organic input (OSA or OBCA) producers for automatic enrolment in the DA-BAFS Registry and issuance of Certificate of Registration (COR).*



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**APPLYING FOR EXPERIMENTAL USE PERMIT (EUP) FOR
OBCA PRODUCT (LOCAL OR IMPORTED)**

For product registration of OBCA, the two efficacy data for a particular crop-pest(s) combination are prerequisite. The EUP shall be secured before the conduct of efficacy trials. The following requirements, with authorized name and signature, shall be submitted to DA-BAFS, through its OAD-RS:

A. EUP for Product Registration

- 1. Duly Accomplished Application Form (OARS-01-EUP.v4); and
- 2. Efficacy Trial Protocol (ETP) prepared by a DA-BAFS officially – accredited OBCA researcher. The OBCA researcher is required to accomplish the ETP matrix provided by DA-BAFS.

B. EUP for Other Purposes (Product Research and Development, Emergency-use, and Off-label)

- 1. Duly Accomplished Application Form (OARS-01-EUP.v4);
- 2. Efficacy Trial Protocol (ETP) prepared by a researcher, not limited to the DA-BAFS officially - accredited OBCA researchers; and
- 3. Technical documents (e.g., pest and disease outbreak data, terms and agreements and other relevant information).

Notes:

- a) *Efficacy Trial Terminal Reports (ETTR) must be submitted to DA-BAFS within one year after the expiration of the EUP.*
- b) *For the EUP issued for other purposes, the efficacy data shall not be used as prerequisite for product registration of OBCA.*

**APPLYING FOR CERTIFICATE OF PRODUCT
REGISTRATION (CPR) (For OSA and OBCA)**

The following requirements, with authorized name and signature, shall be submitted to DA-BAFS, through its OAD-RS:

- 1. Duly Accomplished Application Form (OARS-03-CPR.v3);
- 2. Organic Certificate (OC) issued by a DA-BAFS – accredited organic certifying body (OCB);
- 3. Product label;
- 4. Product packaging of different sizes;
- 5. List of authorized importers, exporters, manufacturers, distributors and/or end-users, as applicable; and
- 6. Additional requirement for imported OSA and OBCA products: Distributorship agreement between the mother company and importing business enterprise; or
- 7. Additional requirement for product rebranding: Third – Party Authorization (TPA).

Notes:

- a) *The applicant shall follow the TPA template that will be provided by the DA-BAFS.*
- b) *The DA-BAFS will not require the submission of requirements 3 to 7 for renewal unless there are significant changes.*

**APPLYING FOR ORGANIC INPUT IMPORTATION/
EXPORTATION CLEARANCE (OIIC/EC) (For OSA and
OBCA)**

The following requirements, with authorized name and signature, shall be submitted to DA-BAFS, through its OAD-RS:

- 1. Duly Accomplished Application Form (OARS-05-IEP.v5);
- 2. Bill of Lading;
- 3. Sales Invoice;
- 4. Packing List; and
- 5. Additional requirement for microbial-based OSA and OBCA products: Quarantine Certificate from the country of origin; or
- 6. Additional requirement for OSA and OBCA products to be imported for organic certification purposes: Certification from DA-BAFS accredited OCB stating on-going application for organic certification.

Note:

- a) *The application for organic input importation/exportation clearance shall be per shipment basis.*