

- ✓ The following Forms are available at the BAFS' Organic Agriculture Registration Section (OARS) and can be downloaded at the BAFS website www.bafs.da.gov.ph (Downloads):

1. Experimental Use Permit (EUP) Application Form (OARS-01-EUP.v3)
2. Registration of Organic Input Producer Application Form (OARS-02-COR.v4)
3. Registration of Organic Input Product (OARS-03-CPR.v1)
4. Organic Input Importation or Exportation Permit Application Form (OARS-05-IEP.v4)

- ✓ Duly accomplished application form and complete requirements will be processed.

- ✓ Letters should be addressed to:

DR. VIVENCIO R. MAMARIL
Director IV
Bureau of Agriculture and Fisheries Standards
Department of Agriculture
BPI Compound, Visayas Avenue, Diliman
Quezon City 1101

For inquiries, please visit us:

**ORGANIC AGRICULTURE
REGISTRATION SECTION (OARS)**

Organic Agriculture Division

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) 928-8741 to 64
locals: 3304 or 3319**

or email us:

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BUREAU OF AGRICULTURE AND FISHERIES STANDARDS
Department of Agriculture
BPI Compound, Visayas Avenue, Diliman, Quezon City

**Organic Agriculture
Registration
CHECKLISTS
(Requirements)
Organic Soil Amendments &
Organic Bio-Control Agents**

NOTE: This applies only to those with organic claims.



v10.May2020
BAFS-OAD-OARS

APPLYING FOR EXPERIMENTAL USE PERMIT (EUP)
(OBCA Applicant only)

Local or Imported Product

Documents with Authorized Name and Signature:

- 1. Duly Accomplished Application Form (OARS-01-EUP.v3)
- 2. Efficacy Trial Protocol (ETP) prepared and signed by a BAFS certified researcher for OBCA. The applicant is required to accomplish the evaluation matrix provided by BAFS
- 3. Product profile, including the list of raw materials (substrates) used and production process
- 4. Material Safety Data Sheet (MSDS) or any available product technical information

Notes:

- 1. Requirements 3 and 4 are not required for label expansion unless there were changes.
- 2. Application for EUP must be submitted at least one (1) month before conducting the actual trial.
- 3. Efficacy Trial Terminal Reports must be submitted to BAFS within six (6) months after the trials. The applicants are required to accomplish the evaluation matrix provided by BAFS.

APPLYING FOR IMPORT/EXPORT PERMIT
(OSA and OBCA Applicant)

A. Documents with Authorized Name and Signature:

- 1. Duly Accomplished Application Form (OARS-05-IEP.v4)
- 2. Bill of Lading
- 3. Commercial Invoice
- 4. Packing List
- 5. Copy of Quarantine Certificate from the country of origin.

Note: Requirement 5 is not required both for OSA and OBCA products with the following considerations:

- a) Organic compounds directly extracted from plants; and
- b) Not considered as microorganisms

APPLYING FOR REGISTRATION (OSA AND OBCA)
NEW/RENEWAL APPLICANT

1. Organic Soil Amendments (OSA)

(fertilizers, compost/soil conditioners, microbial inoculants, plant supplements)

A. CERTIFICATE OF REGISTRATION (COR)

Documents with Authorized Name and Signature:

- 1. Duly Accomplished Application Form (OARS-02-COR.v4)
- 2. Company Profile
- 3. Copy of Organic Certificate (OC) from a BAFS Officially-Accredited OCB
- 4. Copy of Distributorship Agreement/TPA (when applicable)

Note: Requirement 2 is not required for renewal applications unless there were changes

B. CERTIFICATE OF PRODUCT REGISTRATION (CPR)

Documents with Authorized Name and Signature:

- 1. Duly Accomplished Application Form (OARS-03-CPR.v1)
- 2. Copy of OC from a BAFS Officially-Accredited OCB
- 3. Copy of recent laboratory analyses of the product (as required by PNS: OSA) from a BAFS Officially-Accredited OCB
- 4. Product Profile, including the list of raw materials used and production process
- 5. Product brochure and/or pamphlet
- 6. Proposed packaging and labeling

Note: Requirements 4 to 6 are not required for renewal application unless there were changes

2. Organic Biological Control Agents (OBCA)

(botanicals, microbials, macrobials and semiochemicals)

A. CERTIFICATE OF REGISTRATION (COR)

Documents with Authorized Name and Signature:

- 1. Duly Accomplished Application Form (OARS-02-COR.v4)
- 2. Company Profile
- 3. Copy of Organic Certificate (OC) from a BAFS Officially-Accredited OCB
- 4. Copy of Distributorship Agreement/TPA (when applicable)

Note: Requirement 2 is not required for renewal applications unless there were changes

B. CERTIFICATE OF PRODUCT REGISTRATION (CPR)

Documents with Authorized Name and Signature:

- 1. Duly Accomplished Application Form (OARS-03-CPR.v1)
- 2. Copy of OC from a BAFS Officially-Accredited OCB
- 3. Copy of recent laboratory analyses for heavy metals of the product (only for botanicals) from a BAFS Officially-Accredited OCB
- 4. Copy of BAFS Notice of Approved Product Efficacy (NAPE)
- 5. Toxicity Data
- 6. Product brochure and/or pamphlet
- 7. Proposed packaging and labeling

Note: Requirements 4 to 7 are not required for renewal application unless there were changes