



Republic of the Philippines
 Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
 Sugar Center Bldg., North Avenue, Diliman, Quezon City, Philippines 1102
 TIN 000-784-336

SUGAR REGULATORY ADMINISTRATION RECORDS SECTION	
RELEASED	
BY: _____	<i>[Signature]</i>
DATE: _____	JUN 16 2020
OFFICE OF THE PLANNING, POLICY & SPECIAL PROJECTS DEPARTMENT (PPSPD)	
Received by : _____	<i>[Signature]</i>
Date _____	6/16/20
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MEMO-REG-SRE-2020-Jun-02

**CIRCULAR LETTER NO. 34
 Series of 2019 - 2020**

SUBJECT: PHYSICAL SUGAR STOCK, MOLASSES AND QUEDAN INVENTORY

The inventory of sugar stocks and quedan-permits of CY 2019 - 2020 and previous crop years shall be conducted in all operating sugar mills/refineries on August 24 - 28, 2020 pursuant to the policy of the Sugar Regulatory Administration (SRA) to undertake periodic assessment of the CY 2019 - 2020 sugar/molasses production and withdrawals. The inventory of sugar stock and quedan - permits shall be done in accordance with the following:

1. Except as stated in paragraph 2, hereof, an Inventory Team (IT) who will witness the inventory for each sugar mill/refinery company is hereby created.

For sugar mills, each IT shall be composed of the authorized representative of the mill company, planters' associations/cooperatives/federations and the authorized SRA Representative as team leader. Another for sugar refineries, each IT shall be composed of the authorized representative of the sugar refinery and the authorized SRA representative as a team leader.

2. The Private Surveyor, hired by the SRA for this purpose shall conduct the physical sugar inventory in the presence of the IT. After the completion of the physical inventory as certified by the representatives, and the submission of the final report, SRA will pay the Private Surveyor on the actual costs of the surveying services.

The SRA, on the other hand, shall bill the concerned mill/refinery companies the cost of the surveying services.

The IT as witness, shall issue the attached certification forms (SRA Inventory Forms A to G) certifying that a physical sugar and molasses stock inventory was conducted on the schedule date, and that each and every measurement was taken in the presence of the witnesses, and the specific dimensions and resultant volume is true and correct to the best of the IT personal knowledge.



Management System
 ISO 9001:2015
 www.tuv.com
 ID 910000007



Website: <http://www.sra.gov.ph> Email Address: srahead@sra.gov.ph
 Tel. No.: (632)929-3633, (632)455-2135, (632)455-3376



"A food-secure Philippines with prosperous farmers and fisherfolk"

In addition, all sketch plans and raw data sheets duly signed by all representatives should bear the following certifications:

We hereby certify that the above-measurements were taken in our presence and that the same are true and correct to the best of our knowledge.

Signed:

3. There shall be no withdrawal of raw and/or refined sugar and molasses in all mill/refinery warehouses/storage tanks during the entire duration of the physical sugar and molasses stock inventory. Assigned Regulation Officers should take note of the daily withdrawal within the week for both sugar and molasses, prior and after the conduct of inventory so as to facilitate the reconciliation of the balances.
4. The results of the physical sugar stock and molasses inventory and the sugar quedan inventory (to be reflected in the attached SRA forms and duly accomplished and certified by the concerned mill/refinery companies) must be submitted by the Private Surveyor to the SRA Regulation Officers assigned at the mills/refineries, who in turn will submit the same to the Regulation Department (RD), SRA, Quezon City within ten (10) calendar days counted from start of the physical sugar stock inventory.
5. All sugar mills are required to submit to the Regulation Department-SRA a listing of all outstanding quedans as of **August 31, 2020.**

Strict compliance of all concerned is hereby enjoined.


HERMENEGILDO R. SERAFICA
Administrator

Encl: as stated

**Physical Sugar and Molasses Stock Inventory
Crop Year 2019 - 2020
August 24 - 29, 2020**

I. LUZON

MILL/REFINERY	SCHEDULE OF INVENTORY	SRA INVENTORY TEAM	SURVEYOR
CARSUMCO	August 27 - 29	ERNESTO ORTALIZ NELSON CACAYORIN ARNULFO JACOBE	G
CAT	August 25	ELIZABETH PORCIUNCULA ERNESTO ORTALIZ JR. NELSON CACAYORIN	G
BSCI	August 26	JILAH CADUNGON ELIZABETH PORCIUNCULA CELERINA CHING RAHMAN DUNTON	H
CADPI	August 24 - 25	ARNULFO JACOBE ROMUALDO VIJANDRE IV ARNOLD DE CASTRO JILAH CADUNGON	H
PENSUMIL	August 27 - 29	RAHMAN DUNTON LUCIA LOPEZ CELERINA CHING	H

II. MINDANAO

MILL/REFINERY	SCHEDULE OF INVENTORY	SRA INVENTORY TEAM	SURVEYOR
BUSCO	August 24 - 25	ELISA LAO MARIELIZ SIMAN VISION FAITH SANGALANG	I
CRYSTAL	August 27 - 29	DAISY DEPALUBOS ELISA LAO ROMUALDO VIJANDRE IV	I
DASUCECO	August 24	LUCIA LOPEZ RUDDI CHRIS CAINTIC DAISY DEPALUBOS	J
COSUCECO	August 25	RUDDI CHRIS CAINTIC DAISY DEPALUBOS	J

Supervision: **MA. NATALIA R. TASIS**
OIC SRED Luzon and Mindanao

Noted by: **DAISY CORAZON N. FABIA**

AUGUST 24 - 29, 2020

(FOR POSTING PURPOSES AND PREPARATION OF CIRCULAR)

PROPOSED:			
C.Y. 2019-2020 YEAR END SCHEDULE OF PHYSICAL SUGAR STOCKS INVENTORY FOR VISAYAS MILLS			
MILLS	DATE	SURVEYOR	SRA INVENTORY TEAM
SAGAY	AUGUST 24, 2020	A	BERWIN BUENCONSEJO DAREEN BANAGLORIOSO
OPTION	AUGUST 24, 2020	A	BERWIN BUENCONSEJO DAREEN BANAGLORIOSO
LOPEZ	AUGUST 27-28, 2020	C	ELY PANGANTIHON MARK ANTHONY NELMAR
VMC	AUGUST 27-28, 2020	D	JOSE GENARO PARROCO DAREEN BANAGLORIOSO MARY ANGEL ROSE ASPERA TED FREILAN BANTAD
HPCO	AUGUST 27, 2020	A	JOENEL ELBANBUENA MARIA FAITH MOREÑO REGINA VALENCIA
FIRST FARMERS	AUGUST 24, 2020	B	MARICRIS ROJO SHARMAINE PINEDA
CACI	AUGUST 25-26, 2020	C	NATASHA KIM GOCO MERLENE LOBRIDO WILMARK PALACIOS
BISCOM	AUGUST 25-26, 2020	D	ROMEO OMBI-ON TED FREILAN BANTAD KEESIA ROSE NACION
SONEDCO	AUGUST 25-26, 2020	A	BERWIN BUENCONSEJO RAFHAEL BAUTISTA GLENN PAUL LIBOSADA
URSUMCO	AUGUST 24, 2020	E	JERRY CELO ENRICO SOBREMISANA JR. KHERLY MAE BATERNA
CAB	AUGUST 25, 2020	E	PAT TABANIERA ENRICO SOBREMISANA JR. KHERLY MAE BATERNA
TOLONG	AUGUST 27, 2020	E	CECIL TUAZON DOROTEO LIBA
HDJ-BAYAWAN	AUGUST 28, 2020	E	CECIL TUAZON DOROTEO LIBA
CASA	AUGUST 28, 2020	B	ANIANO CHAVEZ IVY CABABASAY MA. LOUNIE MARANAN
PASSI	AUGUST 27, 2020	B	IVY CABABASAY ANIANO CHAVEZ MA. LOUNIE MARANAN
CAPIZ	AUGUST 26, 2020	B	MILA SIRA IVY CABABASAY MA. LOUNIE MARANAN
BOMEDCO	AUGUST 25, 2020	F	LOCELLE ROQUILLAS MICHELLE ARLAINE AREVALO
HISUMCO	AUGUST 27-28, 2020	F	LOCELLE ROQUILLAS MICHELLE ARLAINE AREVALO

Supervision: JOSE WILSON V. LAMIG
OIC, SRED - VISAYAS

Noted: WILFREDO R. MONARES
OIC, MANAGER III, RD - VISAYAS

NAME OF MILL: _____

LOCATION OF WAREHOUSE: _____

**MILL PHYSICAL SUGAR STOCK INVENTORY
CROP YEAR 2019 - 2020**

As of _____

	Bulk (Kg)	Bagged (LKg-Bag)
I. RAW SUGAR STOCK PRODUCED BY MILL	_____	_____
II. RAW SUGAR STOCK FROM OTHER SOURCES	_____	_____
a. From other Mill/s	_____	_____
b. Imported	_____	_____
TOTAL	=====	=====

We hereby certify that as per physical inventory of sugar stock at the mill warehouse of _____, the measurement of the bulk/bagged raw sugar herein are true and correct to the best of our knowledge.

PLANTERS/FEDERATIONS REPRESENTATIVE

_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title

MILL REPRESENTATIVE

SURVEYOR REPRESENTATIVE

SRA REPRESENTATIVE

_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title

_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title

NAME OF MILL: _____

LOCATION OF WAREHOUSE: _____

**RAW SUGAR OUTSTANDING QUEDAN INVENTORY
CROP YEAR 2019 - 2020**

As of _____

(Quantity in Metric Tons)

CROP YEAR	"A"	"B"	"C"	"D"	"De"	"Dr"	"Dx"	Unquedanned	Total
2019 - 2020									
2018 - 2019									
2017 - 2018									
2016 - 2017									
Total (MT)									
(LKg)									

We hereby certify that as per record of _____, the abovementioned volumes of outstanding raw sugar quedan-permits as of date hereof are correct and true.

(Name of Mill Company)

Name in Print & Signature

Position / Title

NAME OF REFINERY: _____

**REFINERY PHYSICAL SUGAR STOCK INVENTORY
CROP YEAR 2019 - 2020**

As of _____

	Volume (LKg - Bag)
I. REFINED SUGAR STOCK	
1. From Raw Mill	_____
2. From Other Sources:	_____
a. From Other Mill/s	_____
b. Imported	_____
TOTAL	_____

We hereby certify that as per physical inventory of refined sugar stock at the mill warehouse of _____, the measurements of the bagged sugar are true and correct to the best of our personal knowledge.

REFINERY REPRESENTATIVE(S)

SURVEYOR REPRESENTATIVE(S)

SRA REPRESENTATIVE(S)

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/ Title

Position/ Title

Position/ Title

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/ Title

Position/ Title

Position/ Title

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/ Title

Position/ Title

Position/ Title

NAME OF REFINERY: _____

**REFINERY BOOK INVENTORY
CROP YEAR 2019 - 2020**

As of _____

		VOLUME (LKg - Bag)
A. REFINED SUGAR STOCK		
I. QUEDANNED		
1. Refined Sugar from raw Mill covered by SRO		
2. Refined sugar from other sources		
a. From Other Mill/s		
b. Imported		
	TOTAL	=====
II. UNQUEDANNED		
1. Refined sugar from raw Mill covered by SRO		
2. Refined sugar from raw Mill not covered by SRO		
3. Refined sugar from other sources		
a. From Other Mill/s		
b. Imported		
	TOTAL	=====
	QUEDANNED & UNQUEDANNED Grand Total	=====

We hereby certify that as per record of _____, the abovementioned volume of outstanding refined sugar quedan-permits as of date hereof are true and correct to the best of our personal knowledge.

Name of Refinery

By:

Name in Print & Signature

Position/Title

NAME OF MILL/REFINERY: _____

**PHYSICAL RAW AND REFINED MOLASSES STOCK INVENTORY
CROP YEAR 2019 - 2020**

TOTAL MOLASSES STOCK	VOLUME (M ³)	EQUIVALENT WEIGHT (MT)

We hereby certify that as per physical inventory of molasses stocks at the tanks of _____, the quantity of molasses stated herein and the measurements and analyses attached are true and correct to the best of our personal knowledge.

PLANTERS/FEDERATIONS REPRESENTATIVES

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

MILL REPRESENTATIVE(S)

SURVEYOR REPRESENTATIVE(S)

SRA REPRESENTATIVE(S)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

NAME OF MILL/REFINERY: _____

**PHYSICAL MOLASSES STOCK INVENTORY
CROP YEAR 2019 - 2020**

A. Data Measurement

TANK #	Diameter	Height	Sounding

Reading taken by: _____

B. Analyses

TANK #	Brix	% Pol	AP

Samples taken by: _____

Analyses performed by: _____

C. Results

TANK #	Volume	Specific Gravity	Weight (MT)

*Attached drawings, computations, etc.

NAME OF MILL/REFINERY: _____

**OUTSTANDING MOLASSES CERTIFICATES
CROP YEAR 2019 - 2020**

As of _____

Molasses Stock (in M.T.) _____

We hereby certify that as per records of _____, the abovementioned volume of outstanding molasses certificates as of date hereof are true and correct to the best of our knowledge.

Name of Refinery

By:

Name in Print & Signature

Position/Title

_____ Date

CERTIFICATION

To Whom It May Concern:

This is to certify that a physical sugar and molasses stock inventory was conducted in our presence by _____ at _____ on _____, as follows:

1.) No. of warehouse/s with Sugar: _____

Name of Warehouse	Location	Capacity (in LKg)	Stock (in LKg)
Raw:			
1.			
2.			
3.			
Refined:			
1.			
2.			
3.			

2.) No. of empty warehouse/s: _____

Name of Warehouse	Location	Capacity (in LKg)	
Raw:			
1.			
2.			
3.			
Refined:			
1.			
2.			
3.			

3.) Molasses

Tanks with contents:	Location	Capacity (in MT)	Stock (in MT)
Empty Tanks:			

CERTIFICATION

This certification is being issued pursuant to Circular Letter No. _____, series of 2019 – 2020 as witnesses to the said inventory.

PLANTERS' ASSOCIATION/ COOPERATIVE REPRESENTATIVE(S)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

MILL / REFINERY REPRESENTATIVE(S)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

SURVEYOR REPRESENTATIVE(S)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

SRA REPRESENTATIVE(S)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title