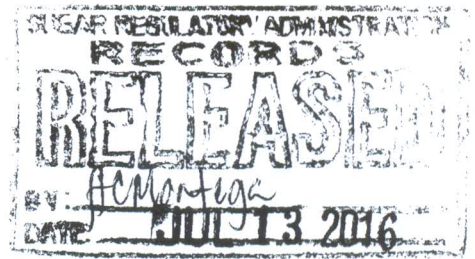




Republic of the Philippines  
Department of Agriculture  
**SUGAR REGULATORY ADMINISTRATION**  
Sugar Center Bldg., North Ave., Diliman, Quezon City  
Philippines 1101  
TIN 000-784-336



MEMO-REG-SRE-2016-Jun-003

June 24, 2016

**CIRCULAR LETTER NO. 36**  
**Series of 2015 – 2016**

**SUBJECT: PHYSICAL SUGAR STOCK, MOLASSES AND QUEDAN INVENTORY**

Pursuant to the policy of the Sugar Regulatory Administration (SRA) to undertake periodic assessments of the CY 2015-2016 sugar/molasses production and withdrawals, the inventory of sugar stocks and quedan-permits of CY 2015-2016/previous crop years, for the purpose of verifying the physical sugar stored at the mill/refinery warehouses and reconciling the same with the quedans that are still outstanding, is hereby to be conducted in all operating sugar mills/refineries on **August 22–26, 2016** (schedule of inventory hereto attached) and in accordance with the following:

1. Except as stated in paragraph 2, hereof, an Inventory Team (IT) to 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. 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.

The SRA representative, as a team leader, shall see to it that each party mentioned herein is properly represented during the duration of the inventory.

2. The Private Surveyor, hired for this purpose shall conduct the physical sugar inventory in the presence of the Inventory Team (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.



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 by the SRA Regulation Officers assigned at the mills/refineries, respectively to the Regulation Department (RD), SRA, Quezon City within Ten (10) calendar days 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, 2016, within Fifteen (15) calendar days thereafter.

Strict compliance of all concerned is hereby enjoined.

  
**MA. REGINA BAUTISTA - MARTIN**  
Administrator

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Encl: as stated

**CY 15-16 Year End Schedules of Physical Inventory for Raw, Refined Sugar and Molasses stocks  
August 22 - 26, 2016**

<b>Mills</b>	<b>Date</b>	<b>Surveyor</b>	<b>SRA Regulation Officers</b>
SAGAY	August 22,2016	A	Lamig, Wilson
OPTION	August 22,2016	A	Lamig, Wilson
LOPEZ	August 22-23, 2016	B	Herrera, Consolacion Roquillas, Locelle *Bollon, Bob
VMC	August 22 -24, 2016	C	*Mercurio, Sandra Parroco, Jose Genaro *Bollon, Bob
HPCO	August 22 -23, 2016	D	Albino, Ernesto
FF	August 23, 2016	A	Rojo, Maricris Albino, Ernesto
CACI	August 24 -25, 2016	D	Donesa, Helen
BISCOM	August 24-25, 2016	B	*Suarez, Jose Gerardo Lobrido, Merlene
SONEDCO	August 25-26, 2016	C	Elbanbuena, Joenel Ombi-on, Romeo
URSUMCO	August 22-23, 2016	E	Pangantihon, Elias
CAB	August 24-25, 2016	E	Banlaygas, Francisco
HTCI	August 26,2016	E	Tuazon, Cecil
DURANO	Not operational	-	-
BOMEDCO	August 22,2016	F	Buenconsejo, Berwin
HISUMCO	August 24-25, 2016	F	*Salonga, Gino Bayona, Saturnina
CAPIZ	August 24, 2016	A	Celo, Jerry
CASA	August 25, 2016	A	Chavez, Aniano *Mendez, Mae
PASSI	August 26, 2016	A	Cababasay, Ivy *Mendez, Mae

\* Subject for deletion upon ERIP implementation

**Over All Supervision :**

**Sofronio L. Cordova, Jr.**  
Chief, SPRO, SRED-Visayas

**Helen , Donesa**  
Supervising SPRO

**Ma. Rosario R. Sola**  
Supervising SPRO

**Noted:**

**Mary Antoinette S. Tampo**  
Manager III, RD-Visayas



Physical Sugar and Molasses Stock Inventory  
Crop Year 2015 -2016  
August 22 – 26, 2016

I. LUZON

MILL/REFINERY	SCHEDULE OF INVENTORY	SRA INVENTORY TEAM	SURVEYOR
CARSUMCO	August 24 – 26	NELSON CACAYORIN ERNESTO ORTALIZ DANILO GARCIA	G
CAT	August 23	ELIZABETH PORCIUNCULA JILAH CADUNGON ERNESTO ORTALIZ	G
SCISM	August 22	CELERINA CHING NELSON CACAYORIN ELIZABETH PORCIUNCULA	G
BSCI	August 22	JILAH CADUNGON RAHMAN DUNTON ARNOLD DECASTRO	H
CADPI	August 23 – 24	ARNULFO JACOBE ARNOLD DECASTRO CELERINA CHING	H
PENSUMIL	August 24 - 26	RAHMAN DUNTON JOHN PAUL ANTES	H

II. MINDANAO

MILL/REFINERY	SCHEDULE OF INVENTORY	SRA INVENTORY TEAM	SURVEYOR
BUSCO	August 22 – 23	ELISA LAO JOEL ARANETA FAITH SANGALANG	I
CRYSTAL	August 24 – 25	DAISY DEPALUBOS JOEL ARANETA FAITH SANGALANG	I
DASUCECO	August 25	DAISY DEPALUBOS LUCIA LOPEZ MARIELIZ SIMAN	J
COSUCECO	August 26	LUCIA LOPEZ ELISA LAO MARIELIZ SIMAN	J

Supervision:

RAPHAEL HENRI B. MUNDO  
OIC SRED Luzon and Mindanao

MA. NATALIA R. TASIS  
Supervising SPRO