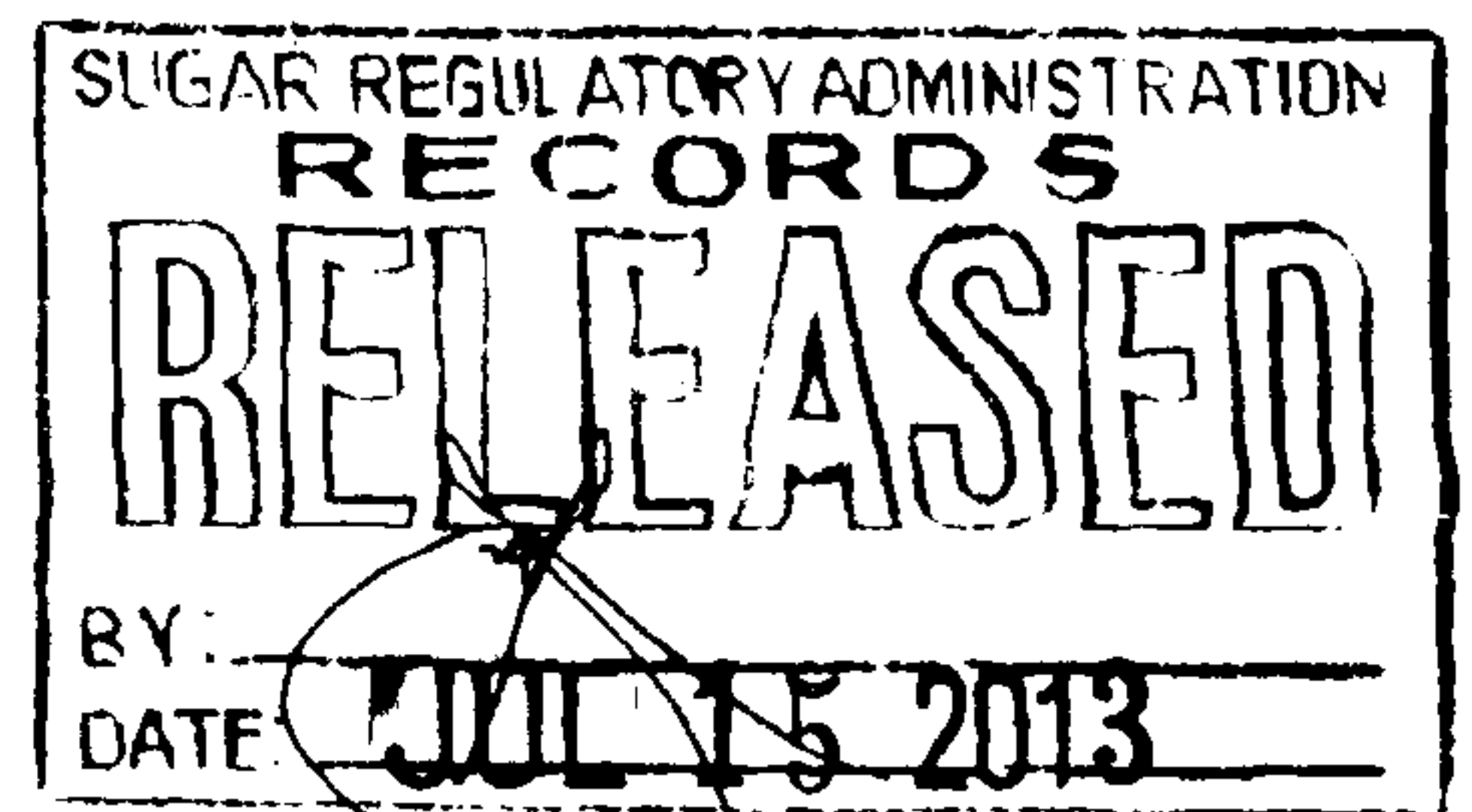




Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
Sugar Center Bldg., North Ave., Diliman, Quezon City
Philippines 1101
TIN 000-784-336



08 July 2013

CIRCULAR LETTER NO. 31
Series of 2012-2013

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: 2012-2013 sugar/molasses production and withdrawals, the inventory of sugar/molasses stocks and quedan-permits of CY: 2012-2013/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 19-24, 2013 (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 team leader.

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

2. The Private Surveyor, whose services have been hired and shall be initially paid by the Sugar Regulatory Administration (SRA), shall conduct the physical sugar inventory in the presence of the aforementioned IT.

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 Form G) certifying that a physical sugar stock and molasses inventory was conducted on the scheduled 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 should bear the following certification:

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 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 balances.
4. The result 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 and 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 Regulations Department-SRA a listing of all outstanding quedans as of August 31, 2013, within Fifteen (15) calendar days thereafter.

Strict compliance of all concerned is hereby enjoined.


MA. REGINA BAUTISTA MARTIN
Administrator

Encl: as stated

NAME OF MILL: _____

MILL PHYSICAL SUGAR STOCK INVENTORY
CROP YEAR 2012-2013

As of _____

	Bulk (LKg-Bag)	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	_____	_____

Total, Bulk & Bagged (LKg.)
(MT)

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

*Please include stock profile, computation, etc.

PLANTERS / FEDERATION REPRESENTATIVE(S)

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/Title

Position/Title

Position/Title

MILL REPRESENTATIVE

PRIVATE SURVEYOR
REPRESENTATIVE

SRA REPRESENTATIVE

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/Title

Position/Title

Position/Title

NAME OF MILL: _____

RAW SUGAR OUTSTANDING QUEDAN INVENTORY
CROP YEAR 2012 – 2013

As of _____

(Quantity in Metric Tons)

CROP YEAR	"A"	"B"	"C"	"D"	"De"	"Dr"	"Dx"	Unquedanned	Total
2012 - 2013									
2011 - 2012									
2010 - 2011									
2009 - 2010									
2008 - 2009									
Total (MT)									
(Lkg)									

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

(Name of Mill Company)

Name in Print & Signature

Position / Title

NAME OF REFINERY: _____

REFINERY PHYSICAL SUGAR STOCK INVENTORY
 CROP YEAR 2012-2013

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)

PRIVATE 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 OF REFINERY: _____

REFINERY BOOK INVENTORY
CROP YEAR 2012-2013

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 & REFINED MOLASSES STOCK INVENTORY
 CROP YEAR 2012-2013

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 / FEDERATION REPRESENTATIVE(S)

 Name in Print & Signature

 Name in Print & Signature

 Name in Print & Signature

 Position/Title

 Position/Title

 Position/Title

MILL REPRESENTATIVE

PRIVATE SURVEYOR
 REPRESENTATIVE

SRA REPRESENTATIVE

 Name in Print & Signature

 Name in Print & Signature

 Name in Print & Signature

 Position/Title

 Position/Title

 Position/Title

NAME OF MILL/REFINERY: _____

PHYSICAL MOLASSES STOCK INVENTORY
CROP YEAR 2012-2013

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)

*Attach drawings, computations, etc.

NAME OF MILL/REFINERY: _____

OUTSTANDING MOLASSES CERTIFICATES
CROP YEAR 2012-2013

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 personal knowledge.

Name of Mill/Refinery

By:

Name in Print & Signature

Position / Title

This certification is being issued pursuant to Circular Letter No.# _____ series of 2012 -- 2013 as witnesses to the said inventory.

PLANTERS' ASSOCIATION / COOPERATIVE REPRESENTATIVE(S)

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/Title

Position/Title

Position/Title

MILL/REFINERY REPRESENTATIVE(S)

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/Title

Position/Title

Position/Title

PRIVATE SURVEYOR
REPRESENTATIVE

SRA REPRESENTATIVE(S)

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/Title

Position/Title

Position/Title

WAREHOUSES and MOLASSES TANKS

SRED - Luzon & Mindanao

	Mills	Warehouse	Subsidiary	Tanks
1	SCISM-SF	1	1	2
2	SCISM-PORAC	1	1	2
3	CAT	4	-	6
4	CARSUMCO	3	-	2
5	BSCI	3	-	3
6	CADP	5	-	9
7	PENSUMIL	1	-	2
8	BUSCO	6	-	5
9	COSUCECO	2	-	4
10	CRYSTAL	4	1	3
11	DASUCECO	6	-	3
	TOTAL	36	3	41

Luzon & Mindanao =
39
41

Visayas =
104
57

Total Warehouses =
143
Total Tanks =
98

SUMMARY: NUMBER OF WAREHOUSES PER MILL

Updated as of July 10, 2013

MILLS	RAW WAREHOUSE	REFINED SUGAR WAREHOUSE	REFINED SUGAR SUB. WAREHOUSE	MOLASSES TANKS	MOLASSES EMPTY TANKS
51- Sagay *	2			2	
71- Option-MPC	1			1	
24-Lopez	1	1	26	3	
46-Victorias	2	2	17	10	1
19-Hawaiian	4			4	
49-First Farmers	1			2	
22-La Carlota	5			4	
08-BISCOM	11	3	2	3	2
55-URC SONEDCO		4	2	6	
59-URC-Tolong	1			1	2
64-URSUMCO	4			3	
04-Bais	2			5	6
36-Capiz	1			1	1
70-CASA	2			3	
58-URC Passi 1	2			3	2
57-Durano	1				1
09-Bogo	1			3	
62-Kananga	[^] 5	[^] 1		3	
TOTAL	46	11	47	57	15

TOTAL SUGAR WAREHOUSES: 104

[^] Kananga: Warehouse #3 (Raw & Refined)

Schedule of SRA Physical Sugar & Molasses Stock Inventory

Luzon & Mindanao

Crop Year 2012 - 2013

Aug 19 - 24, 2013

Mill / Refinery	Warehouse/s	Molasses Tank/s	Inventory Team
<u>NORTH LUZON</u>			
CARSUMCO Aug 19-21	3	2	Nelson Cacayorin - Team leader Danilo Garcia Edmundo Yasay
SCISCM (Porac) Aug 22	2	2	Celerina Ching - Team leader Elizabeth Porciuncula Faith Sangalang
SCISCM (SF) Aug 22	2	2	Elizabeth Porciuncula - Team leader Celerina Ching Faith Sangalang
Tarlac Aug 23	4	6	Edmundo Yasay - Team leader Jilah Cadungon JP Antes
<u>SOUTH LUZON</u>			
PENSUMIL Aug 19-21	1	2	Corazon Boyero - Team leader Rahman Dunton Marieliz Siman
BSCI Aug 22	3	3	Andre Tolentino - Team leader Arnulfo Jacobe Nenita Apacible
CADPI Aug 23	5	9	Arnulfo Jacobe - Team leader Nenita Apacible Arnold De Castro
<u>MINDANAO</u>			
BUSCO Aug 19-21	6	5	Natalia Tasis - Team leader Elisa Lao Joel Araneta
CRYSTAL Aug 22-23	5	3	Natalia Tasis - Team leader Lorenzo Garay Joel Araneta
DASUCECO Aug 22	6	3	Cresologo Juntilla - Team leader Lucia Lopez
COSUCECO Aug 23	2	4	Cresologo Juntilla - Team leader Lucia Lopez
TOTAL =		39	41

Note: Travel schedules includes travel time.

mm

CY 12-13 Year End Schedules of Physical Inventory for Raw, Refined Sugar and Molasses stocks

August 19 - 24, 2013

CORRECTED

Mills	Date	Surveyor	SRA Regulation Officers		
SAGAY	August 19,2013	A	Leduna, Socrates	Buenconsejo, Berwin	Roquillas, Locelle
OPTION	August 20,2013	A	Leduna, Socrates	Buenconsejo, Berwin	Roquillas, Locelle
LOPEZ	August 19-20,2013	B	Lamig, Wilson	Herrera, Consolacion	Claver, Marichu
VMC	August 19-21, 2013	C	Sola, Ma. Rosario	Mercurio, Sandra	Parroco, Jose Genaro
HPCO	August 19-20, 2013	D	Navales, Alan	Bollon, Bob	Aufigon, Chrisgel
FF	August 22, 2013	G	Rojo, Maricris	Albino, Ernesto	Relova, Aurelia
CACI	August 19-20, 2013	G	Donesa, Helen	Milos, Roque	Alminaza, Jorge
BISCOM	August 22-23, 2013	B	Matus, Ruemilio	Tingson, Melchorita	Lobrido, Merlene
SONEDCO	August 22-23, 2013	C	Elbanbuena, Joenel	Ombi-on, Romeo	
URSUMCO	August 19-20, 2013	E	Suarez, Jose Gerardo	Pangantihon, Elias	
CAB	22-Aug-13	E	Barlaygas, Francisco	Suarez, Jose Gerardo	
HTCI	August 23, 2013	E	Tuazon, Cecil		
DURANO	August 19, 2013	F	Era, Roy Ronel		
BOMEDCO	August 20, 2013	F	Era, Roy Ronel		
HISUMCO	August 22-23, 2013	F	Salonga, Gino	Bayona, Saturnina	
CAPIZ	August 22, 2013	A	Celo, Jerry		
CASA	August 23, 2013	A	Chavez, Aniano	Mendez, Mae	
PASSI	August 24, 2013	A	Cababasay, Ivy	Mendez, Mae	

Over All Supervision :

FLOR S. NEPOMUCENO
Supervising SPRO

SOFRONIO L. CORDOVA, JR.
Chief SPRO, SRED-Visayas

Noted:

MARY ANTOINETTE S. TAMPO
Manager III, Regulation Dept. -Visayas