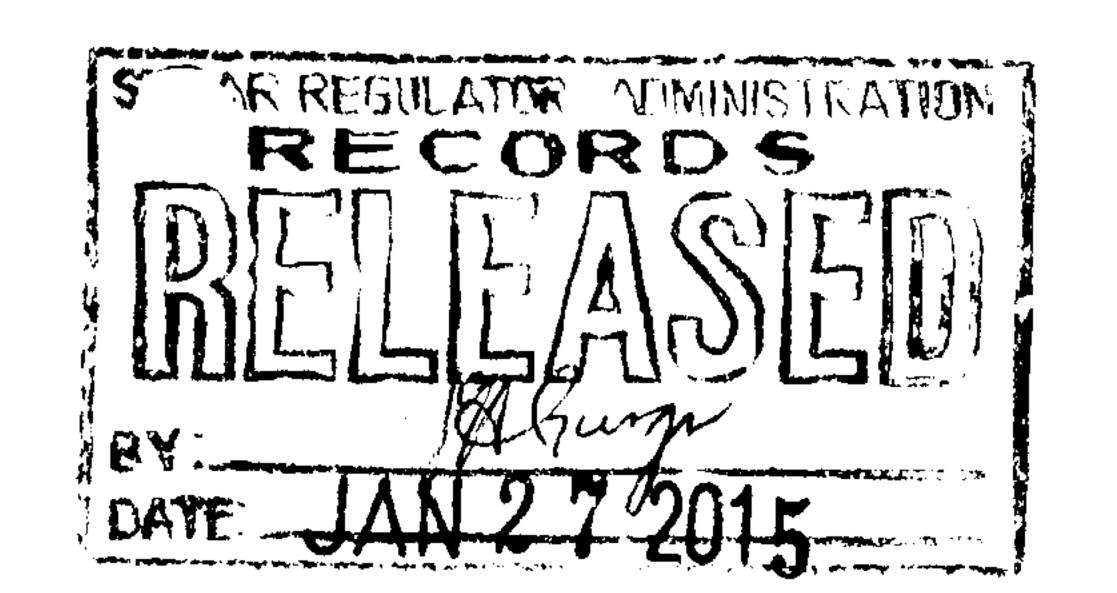


Republic of the Philippines Department of Agriculture

SUGAR REGULATORY ADMINISTRATION

Sugar Center Bldg., North Ave., Diliman, Quezon City Philippines 1101
TIN 000-784-336



January 22, 2015

CIRCULAR LETTER NO. 19

Series of 2014-2015

SUBJECT

AMENDMENT TO CIRCULAR LETTER NO. 30, SERIES OF 2008-2009 ENTITLED "GUIDELINES ON THE PRODUCTION OF BIOETHANOL"

Pursuant to the Amended Policies on the Production of Bioethanol embodied in Sugar Order No. _______, series of 2014-2015, the following amended guidelines shall be implemented by the Sugar Regulatory Administration (SRA):

I. Registration of Bioethanol Producers / Manufacturers

- 1. Amended Requirements
 - Letter requesting registration, original copy
 - Filled-up Application Form (SRA Form B-3), original copy
 - Compliance to monthly reportorial and documentary requirements, for renewal only
 - Mayor's Permit, certified photocopy
 - SEC Registration or CDA Registration with Articles of Incorporation /
 Cooperation & By-Laws, certified photocopy
 - Taxpayer's Identification Card or duly stamped BIR TIN Form, certified
 Photocopy
 - Sworn statement by the bioethanol producer that feedstocks used are locally-sourced
 - Proof of payment of SRA applicable fees Official Receipt or Deposit Slip,
 certified photocopy
- II. Collection of Monitoring Fee and Bioethanol Research, Development & Extension (BRDE) Lien
- All bioethanol producers using sugarcane, sugar, sugar syrups and other products from sugarcane and sugar, except molasses, as feedstocks for Page 1 of 3



bioethanol manufacture shall pay to SRA a monitoring fee of five (5) centavos and a BRDE lien of ten (10) centavos per liter of bioethanol produced and sold;

- The P0.05/liter monitoring fee and P0.10/liter BRDE lien shall be converted in terms of Pesos per Metric Ton of feedstock. In the case of sugarcane, the standard conversion factor shall be 70 liters per metric ton sugarcane. Thus, P0.05 / liter monitoring fee and P0.10 / liter BRDE lien in the case of sugarcane as feedstock shall be P3.50/metric ton cane and P7.00/metric ton cane, respectively;
- The conversion formula for sugar, sugar syrups and such other products from sugarcane used as feedstocks in the manufacture of bioethanol fuel shall be subject to approval by the Sugar Board upon the recommendation of the bioethanol producers and upon review by the SRA technical staff.

III. Assignment of an SRA Regulation Officer (SRO) in every Bioethanol Fuel Production Facility

- SRA shall assign one SRO in every bioethanol fuel production facility in the
 country using sugarcane, sugar, sugar syrups and other products from
 sugarcane and sugar, including molasses, as feedstocks for bioethanol fuel
 manufacture. The SRO shall monitor bioethanol production, gather
 production and feedstock reports, obtain necessary documents as proof that
 feedstocks are locally-sourced such as shipping permits, storage certificates,
 release orders of sugar and molasses and other applicable documents, collect
 the necessary fees and lien and provide other regulatory, advisory and
 facilitation services.
- The SRO shall submit the monthly reports and documents to the NBB Bioethanol Committee through the SRA Planning & Policy Department.

IV. Reportorial Requirements of Bioethanol Fuel Producers

- Monthly submission of E-Cane Reports (Forms B-4 to B-7), as applicable;
- Monthly submission of photocopies of molasses storage certificates / release orders, sugar release orders, shipping permits and other valid evidences and proofs that feedstocks used in the manufacture of bioethanol fuel are locally sourced.

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V. Penalties and Sanctions

Any violation to SRA policies and guidelines governing the production of bioethanol fuel shall be subject to the revocation of SRA-issued registration certificates and to the applicable penalties provided under Chapter VIII of the National Biofuel Board Joint Administrative Order (NBB-JAO) No. 2008-1, series of 2008.

VI. Repealing Clause

Orders, circulars and other issuances that are not consistent with this Circular are hereby deemed repealed, revoked or amended accordingly.

VII. Effectivity

This circular takes effect upon ratification by the Sugar Board and publication in the UP law library.

By Authority of the Sugar Board:

MA. REGINA'BAUTISTA-MARTIN

Administrator

SRA PRESCRIBED APPLICATION FORM

SRA Certification Of Existing Sugarcane Plantations As Feedstock Production and Plant Site Areas For Bioethanol Production

| Business Name: |
|---|
| Plant Site Location: |
| Business Address: |
| Contact Numbers : |
| Plant Site: |
| Business Office in Metro Manila: |
| Date Established : |
| Date to Start Commercial Operation : |
| Estimated Number of Factory Workers : |
| Feedstock / s : |
| Estimated Annual Molasses Requirement, MT: |
| Estimated Annual Sugar Syrup / Raw Sugar Requirement, MT: |
| Estimated Annual Area Requirement (Hectares): |
| From Existing Sugarcane Plantations: |
| From Expansion Areas: |
| Total Area Requested for Certification (Hectares) : |
| Total No. of Landowners : Total No. of Farms: |
| Sugar Milling Districts Covered: |
| Rated Capacity: |
| Tons Cane per day (TCD) : |
| Tons Molasses per day (TMD) : |
| Liters Ethanol per day (LED) : |
| Estimated Operatings Days Per Year: |
| Estimated Cogeneration Capacity, MW (if applicable) : |
| Projected Annual Bioethanol Production: |
| Proprietor / s: |
| |
| |
| |
| Prepared by: Date Prepared: |
| Name & Signature of Proponent's Authorized Representative |
| Contact Numbers/Cellphone No.: |

SRA Form B-2 (Revision 2015)

SRA PRESCRIBED MATRIX FOR CERTIFICATION OF EXISTING SUGARCANE PLANTATION AREAS FOR BIOETHANOL PRODUCTION

| Business Name : | | | ······································ | <u></u> | |
|---------------------------------------|---|---------------------------------------|--|-------------------------------|--|
| Business Address : | | | · · · · · · · · · · · · · · · · · · · | | |
| Plant Site Location : | · · · · · · · · · · · · · · · · · · · | | | | |
| Sugar Milling District: | | Area per | Production | (CY) | Productivit |
| Landowners / Planters | Farm Locations | Farm (Hectares) | MT Sugar | MT Sugarcane | LKG / Ha. |
| 1. | | | | | · · · · · · · · · · · · · · · · · · · |
| 2. | <u>, , , , , , , , , , , , , , , , , , , </u> | | | <u></u> | |
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| 14. | · · · · · · · · · · · · · · · · · · · | | | <u></u> | |
| TOTAL | | · · · · · · · · · · · · · · · · · · · | | | |
| Prepared by:(Name & Signatu | ure of Proponent's Authoriz | ed Representative) | - | ared: | |
| (Items belov | w are to be filled up i | by the SRA MD | O/Inspector |) | |
| Recommendations and | l Findings : | | | | |
| | | | | | |
| · · · · · · · · · · · · · · · · · · · | | | <u> </u> | | |
| | | <u></u> | <u> </u> | ··· | |
| | Use addition | al sheets if nec | essary | , _ , _ , _ , _ , _ , _ , _ , | |
| Inspected & Valida | ted by: | | _Date Inspe | cted : | |
| | Name & Signatur | e of SRA MDO | <u>-</u> | | |

NOTE: Please sign all pages containing list of areas inspected - these will be attached to the SRA Certification

SRA PRESCRIBED APPLICATION FORM SRA Registration of Bioethanol Manufacturers / Producers

CY

| Business Name: |
|--|
| Plant Site Location: |
| Business Address: |
| Contact Numbers : |
| Plant Site: |
| Business Office in Metro Manila: |
| Date Established : |
| Date to Start Commercial Operation : |
| Estimated Number of Factory Workers : |
| Feedstock / s: |
| Estimated Annual Area Requirement, if applicable (Hectares): |
| From Existing Sugarcane Plantations: |
| From Expansion Areas : |
| Total Estimated Feedstock Production Area (Hectares): |
| Estimated Annual Molasses Requirement (MT) : |
| Estimated Annual Sugar Syrup / Sugar Requirement (MT) : |
| Rated Capacity: |
| Tons Cane per day (TCD) : |
| Tons Molasses per day (TMD) : |
| Liters Ethanol per day (LED) : |
| Estimated No. of Operating Days Per Year: |
| Estimated Cogeneration Capacity, MW (if applicable): |
| Projected Annual Bioethanol Production: |
| Proprietor / s: |
| |
| |
| Plant/Operations Manager: |
| |
| |
| Prepared by : Date Prepared: Name & Signature of Proponent's Authorized Representative |
| Contact Numbers/Cellphone No. : |

WEEKLY "E-CANE" REPORT (Sugarcane as Feedstock)

| | | | | | | For the Wee | k of | _to, 20 | |
|---|--------------------------------|--------------|----------------|---------------------------------|---------------------------------------|--|---------------------------------------|--|---|
| Business N | lame : | | | | | | | | |
| Plant Site | | | | | | | | | |
| Date | Sugarcane Delivered (MT) | % Pol | Brix | Price Range per Ton Cane (P/TC) | Area Harvested (Hectares) | SRA Monitoring Fee (P3.50/TC) | BRDE Lien (P7.00/TC) | Supplier/Planter* | Farm Location (Barangay, Municipality, Province) |
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| | | | | | | e indicated for monitoring of the first week may not f | | last day of the last week of the month may | not also fall on a Sunday. |
| Prepared | | Signature of | f Distillery F | Representative | <u></u> | | Date Prepa | red: | |
| Attested L | oy : | | | | thanol Regulation O | fficer | Date Attest | e d : | |

NOTE: 1. All pages must bear the initial or signature of the distillery & SRA representatives

2. A consolidator or sugarcane trader should be duly registered with SRA as sugarcane trader

WEEKLY "E – Molasses" REPORT (Molasses as Feedstock)

| ant Site Ad | | T | 0/ | O estas | | None of States of Tandon | Origin Alama of Curan Adill or | CV One descent of Control of | Contain No. of |
|--------------------|-------------------------------|------------------------------------|---------------------|--------------|-------------------------------------|--|--|--|--|
| Date | Molasses Delivered (MT) | Type of Molasses (A,B or Final) | % Total Sugar | Brix | Price Range per Ton Molasses (P/MT) | Name of Molasses Trader | Origin - Name of Sugar Mill or Refinery | CY Produced & Serial * No. of Storage Certificates / Release Orders | Serial No. of Shipping Permits If Any |
| | <u> </u> | | | - | | | | | |
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| f de la caractería | | | - 5 4 1 1 | | | ad for monitoring numbers | · | | <u> </u> |
| OTE: 1.Weekly r | | oned on a " Mon <mark>d</mark> o | ay to Sunday | " basis; hov | vever, the first day of the | ted for monitoring purposes first week may not fall on a Monday a | nd the last day of the last week of the month | may not also fall on a Sunday. | |
| repared by | | | | · | | Do | te Prepared: | | |

NOTE: All pages must bear the initial or signature of the distillery & SRA representatives
All Sugar / Molasses / Sugar Syrup Traders must be registered with SRA

SRA Form B – 6 (Revision 2015)

WEEKLY "E – Sugar Syrup" REPORT (Sugar Syrup as Feedstock) Forthe Week of to , 20

| Business N | lame : | | | | | | <u> </u> | | |
|---------------------------------|---|------------------------------|---|---|--|---|--|--|-----------------------------------|
| Plant Site | | | | | | | | | |
| Business A | ddress : | | <u></u> | | | ·-···································· | | .* | |
| Date | Sugar Syrup Delivered (MT) | % Total Sugar In Syrup | Price Range per Ton Sugar Syrup(P/MT) | SRA Monitoring Fee (P.05/liter bioethanol sold or as agreed on per ton sugar syrup basis) | BRDE Lien (P0.10/liter bioethanol sold or as agreed on per ton sugar syrup basis) | Supplier / Trader | Origin - Name of Sugar Mill or Refinery | Serial No. of Sugar Syrup Quedans or Any Proof of Purchase | Serial No. of Shipping Permits, I |
| | | | | | | | | | |
| | | | | | | | | - | |
| | | | | | | | | | |
| | | | | | | | | | |
| * Lien for Suga NOTE: Weekly | r Syrup subject to discuss reports shall be reckoned | ion with SRA ar | nd the bioethanol produc y to Sunday "basis; how | ers; if no agreed lien on a ever, the first day of the fi | per ton of sugar syrup is a rst week may not fall on a | agreed, lien shall be based on Monday and the last day of th | per liter of bioethanol produced he last week of the month may no | t also fall on a Sunday. | |
| Prepared | by:^ | | ire of Distillery Represent | ative | | Date Prepared: | | | |
| Attested | / | ure of SRA Repr | esentative / SRA Bioetha | nol Regulation Officer | | Date Attested: | | | |

NOTE: All pages must bear the initial or signature of the distillery & SRA representatives
All Sugar / Molasses / Sugar Syrup Traders must be registered with SRA

WEEKLY "E - Raw Sugar" REPORT (Raw Sugar as Feedstock) For the Week of _____to__ Business Name:_____ Plant Site Address : _____ Business Address: Serial No. of Serial No. of Sugar Origin - Name of Supplier / Trader **BRDE Lien** SRA Monitoring Price Range per % Total Raw Sugar Date Shipping Permits, If Sugar Mill or Refinery Quedans (P0.10/liter Fee (P.05/liter Ton Sugar Delivered (MT) Sugar or bioethanol sold or as bioethanol sold or as (P/MT) Sucrose agreed on per ton raw sugar basis) agreed on per ton raw sugar basis)

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| * Lien for the Social Amelioration and Welfare Program of bioethanol workers; Utilization and management are subject to DOLE guidelines | |
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| Lien for the Social Amenoration and Wehate Programs of the mouth many not electration and the social Amenoration and Wehate Programs of the first street of the mouth many not electration | a Sunday |
| "Mandau the first day of the first week may not tall on a Monday and the last day of the last week of the month may not also juit on | u sunuay. |
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| Prepared by : | · | Date Prepared: |
|---------------|--|-----------------|
| • | Name & Signature of Distillery Representative | |
| Attested by: | | Date Attested : |
| | Name & Signature of SRA Representative / SRA Bioethanol Regulation Officer | |

NOTE: All pages must bear the initial or signature of the distillery & SRA representatives All Sugar / Molasses / Sugar Syrup Traders must be registered with SRA

| SRA Form B-8 | (Revision | 2015) |
|--------------|-----------|-------|
|--------------|-----------|-------|

| | | For the Week of | to 20 | | |
|--|--|---|--|--------------------------------|--|
| | | • | | | |
| ness Name : | | | | <u></u> | |
| Site Address : | | | | | |
| Date | Bioethanol Produced ^{2/} (Liters) | MT Feedstock/s Used | Bioethanol Sold ^{2/} (Liters) | % Purity as Ethanol | Price Ran * (Pesos/Lit |
| | | | | | |
| | | | | | |
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| TOTAL | | | | | |
| kly reports shall be reckoned on a " Methanol in this report means the bioetha | onday to Sunday "basis; however, the first day of the anol product that passed the PNS for anhydrous ethan | e first week may not fall on a Monday and not to be used as fuel; "Heads and Tails" of | the last day of the last week of the month low grade ethanol are not included | may not also fall on a Sunday. | |
| ared by : | | | Date Prepare | rd: | <u>. </u> |
| | of Distillery Representative | | | | |
| sted by : | | | Date Attes | sted. | |

NOTE: 1. All pages must bear the initial or signature of the distillery & SRA representatives

2. All bioethanol producers shall be registered by SRA and registration should be renewed every crop year (September 1st of current year to August 31st of the following year)