



Republic of the Philippines
Department of Agriculture

SUGAR REGULATORY ADMINISTRATION
Sugar Center Bldg., North Avenue, Diliman, Quezon City, Philippines 1101
TIN 000-784-336
Website: <http://www.sra.gov.ph>
Email Address: srahead@sra.gov.ph
Tel No. (632) 8929-3633, (632) 3455-2135, (632) 3455-3376

SUGAR REGULATORY ADMINISTRATION
RECORDS SECTION

RELEASED

BY: _____
DATE: **MAY 16 2023**

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MEMO-REG-OTM-2023-MAY- 013

MEMORANDUM CIRCULAR NO. 5
Series of 2023

TO : **SAN FERNANDO. ERIC COMMERCIAL, INC.**
AGRO BULK MARINE CORPORATION
LESLIE CORPORATION

FROM : *[Handwritten signature]*
PABLO LUIS S. AZCONA
Acting Administrator & CEO

SUBJECT : **GUIDELINES FOR THE ISSUANCE OF CLEARANCE FOR THE**
RELEASE OF IMPORTED SUGAR UNDER THE DEPARTMENT
OF AGRICULTURE MINIMUM ACCESS VOLUME 2023

This refers to the Department of Agriculture Minimum Access Volume (MAV) 2023 Beginning Year Pool (BYP) Allocation as instructed by President Ferdinand R. Marcos to Senior Undersecretary Domingo F. Panganiban to facilitate the importation of sugar under the Department of Agriculture's Minimum Access Volume Program for CY 2023.

Attached is a checklist of documentary requirements and a set of guidelines relative to the issuance of Clearance for the Release of Imported sugar under this program.

For your guidance and strict compliance.



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**GUIDELINES FOR THE ISSUANCE OF SRA CLEARANCE FOR RELEASE OF IMPORTED
SUGAR UNDER THE DA-MINIMUM ACCESS VOLUME (MAV) 2023
TARIFF HEADING 1701**

1. Requirements for the Issuance of SRA Clearance. SRA shall approve the issuance of the Clearance for Release of Imported Sugar (SRA Clearance) to importers only upon complete submission of the following requirements with the Regulation Department, Quezon City:
 - a) DA MAV issued Approved Allocation/MAVIC for Raw and/or Refined Sugar
 - b) Notarized Application Letter for issuance of SRA Clearance, indicating the volume, type of sugar, and brand/markings of the imported sugar;
 - c) Bill of Lading;
 - d) Commercial Invoice;
 - e) Packing List;
 - f) Certificate of Analysis (from country of origin); and,
 - g) Proof of Payment of SRA Clearance and Monitoring Fee of Php33 per LKg-Bag
2. The SRA Clearance shall without exception indicate and classify the imported sugar as "C" or Reserve Sugar and shall be signed by the Administrator or his authorized representative.
3. Request for reclassification of "C" Reserve Sugar to "B" Domestic Market Sugar. Importers shall write to the SRA requesting for reclassification of their imported sugar classified as "C" sugar to "B" sugar, indicating the volume to be reclassified with the address of the SRA registered warehouse where the "C" sugar is stored. Only after the reclassification to "B" sugar can the imported sugar be released to the domestic market.
4. Reclassification from "C" to "B" Sugar. Reclassification period shall not be earlier than April 15, 2023 but not later than the deadline set under the MAV rules. The SRA Board shall have the authority to reclassify the imported sugar. It may delegate to the Administrator the authority to sign the Reclassification Certificates.

The Sugar Board through the Administrator shall make weekly reports on the status of the importation program, including the importer/s and their import volumes that were issued SRA Clearances and reclassified to "B" sugar, to the Department of Agriculture.

5. Warehousing and Monitoring of Imported Sugar. The imported sugar classified as "C" sugar shall be stored in an SRA-registered warehouse prior delivery to its direct end users/consumers.

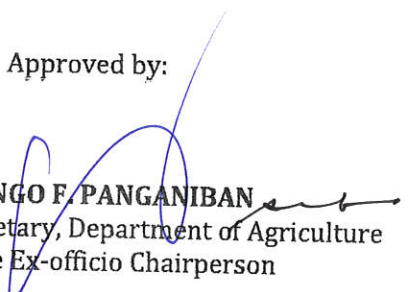
All importers shall report to SRA the weekly status, such as the arrivals, deliveries/utilization and stock balances of their imported sugar. Each shall maintain an



inventory ledger that shall record, among others, dates of delivery of the imported sugar to the warehouse and the dates and volume of withdrawal of the imported sugar from the same warehouse.

6. SRA Regulation personnel shall be allowed to inspect the warehouses, physical stocks, ledgers and other related documents on sugar imported under this Order during office hours of any working day.
7. Shipping Permit. Any coastwise movement or transport of the imported sugar, whether for warehousing or consumption shall require a shipping permit from SRA with corresponding fee of Php1.50 per LKg-bag.
8. Submission of misleading or false information or documents, non-compliance or violation with any provision of this Order or any orders, resolutions or circulars of SRA shall result in the disqualification to participate in future sugar import programs of SRA. This is without prejudice to other penalties as provided in the SRA Book of Penalties and existing laws such as of the Agricultural Anti-Smuggling Act, etc.
9. Any natural or juridical person that imports sugar but is not a Qualified Participant or does not have an approved allocation shall not be considered part of this import program and shall be considered as engaged in sugar smuggling. In addition, the SRA Board shall file charges against the importer/consignee for violation of pertinent laws, rules, regulations and other issuances.

Approved by:



DOMINGO F. PANGANIBAN
Senior Undersecretary, Department of Agriculture
Alternate Ex-officio Chairperson


PABLO LUIS S. AZCONA
Acting Administrator & CEO



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VACANT
BM – Planter’s Representative


MA. MITZI V. MANGWAG
BM – Miller’s Representative