



Republic of the Philippines  
Department of Agriculture  
OFFICE OF THE SECRETARY  
Elliptical Road, Diliman  
Quezon City 1100, Philippines

8 July 2019

**DEPARTMENT CIRCULAR**

No. 05

Series of 2019

**SUBJECT : PROTOCOL FOR THE EXPORT OF FRESH BANANA**

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Pursuant to Presidential Decree 1433, otherwise known as "Plant Quarantine Law of 1978" as amended, BPI Quarantine Administrative Order No. 01, series of 1981, also known as the IRR of the PD 1433, " Republic Act No. 10611, otherwise known as the "Food Safety Act of 2013", relevant implementing rules and regulations, and the Philippines' obligations under the International Plant Protection Convention (IPPC) and the World Trade Organization Agreement on the Application of Sanitary and Phytosanitary Measures, and upon prior consultation, this Revised Protocol is hereby issued for strict compliance by all concerned.

**I. DEFINITION OF TERMS**

Licensing – the process in which Department of Agriculture through its regulatory agencies approve an application of a person, corporation, cooperative, agriculture or fisheries establishment or other juridical persons for authority to operate an establishment and to engage in any activity in the primary production and post-harvest of the food supply chain to produce safe primary and post-harvest animal and plant food and inputs. It includes facilities involved in activities related to agro-chemical and other inputs in the primary and post-harvest stages of production. The approval will require proving capability to operate a facility or establishment or to engage in activities in the primary production and post-harvest stages of the food supply chain and covered by the license.

Registration – the process in which Department of Agriculture through its regulatory agencies enter information about agriculture and fisheries establishment engaged in the primary production and post-harvest of the food supply chain including facilities involved in activities related to agro-chemical and other inputs in the primary and post-harvest stages of production, in an official list or system for entering names and information of the DA-FSRAs.

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*LM Plegas*  
for **LOURDES B. PLEGAS**  
Supervising Administrative Officer

## II. COVERAGE

This Protocol shall apply to the exportation of hard green banana fruit (*Musa spp*). No exportation shall be allowed in violation of this Protocol.

## III. REQUIREMENTS FOR LICENSING OF EXPORTERS, TRADERS, PACKING FACILITIES AND REGISTRATION GROWERS

### a. Licensing of Producer-Exporters

1. Current Mayor's Permit
2. Security and Exchange Commission (SEC) for corporations, Cooperative Development Authority (CDA) for cooperatives and Department of Trade and Industry (DTI) Registrations for sole proprietorship
3. List of Director/s for corporation, partners and officers for partnership or cooperative or registration certificate of the owner/s for single proprietorship
4. Pesticide Management Manual
5. List of quality assurance personnel with corresponding qualifications
6. Farm Cultural Practices, Pest Management and Waste Disposal systems
7. List of Licensed packing facility
8. Packing facility operations, pest management and waste disposal practices
9. Quality Standards Accreditation/s
10. Internal Control System (ICS) implemented in the farm and packing facility
11. BPI-PQS and BPI-PPSSD farm inspection report
12. Valid supply contracts with registered growers indicating area coverage (in hectares), and volume and period of contract, Brand name/s (optional)

### b. Licensing of Trader-Exporters

1. Pesticide Management Manual
2. List of suppliers (licensed exporter or registered grower)
3. Valid contracts with suppliers (licensed exporter, or registered growers indicating area coverage [in hectares], volume and period of contract and packing facility owner)
4. Brand name/s

### c. Licensing of Packing Facilities

1. Current Mayor's Permit
2. Floor Plan and Location Map
3. 2x2 photo of owner
4. Packing Facility Process Flow
5. Disposal System for Rejected Fruits

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for *CMR/...*  
LOUISA S. L. P. P. P.  
Supervising Administrative Officer

6. Disinfestation Program for the Packing Facility
7. Written Standard Operating Procedure, including Pest Management and other safeguards
8. Packing facility must be insect proof and equipped with a minimum of 2 wash tanks, with sufficient clean water supply and sufficient lighting, dryer/blower; proper clean storage area, with pressurized water spray and conveyor lines
9. List of Technical and Non-Technical Personnel
10. Certificate of Attendance of the owner, facility manager or a quality assurance in a training on Good Manufacturing Practices (GMP)
11. List of exporters using the facility and the export destination
12. BPI PQS and BPI-PPSSD Inspection Report

d. Registration of Growers

1. Community Tax Certificate
2. Information on their Production Area i.e. proof of ownership, valid claim of possession or any agreement which allows the applicant to use the property, location plan, land area of production site, estimated volume of production
3. Certificate of attendance of owner, farm manager or a quality assurance in a training on Good Agricultural Practices (GAP) and
4. BPI PQS Verification Report

**IV. PROCEDURE FOR LICENSING OF EXPORTERS, TRADERS, PACKING FACILITIES AND REGISTRATION GROWERS**

1. All exporters (producers or traders), and packing facility owners must file an application for license with the nearest Bureau of Plant Industry station. All applicants must first submit the requirements for registration for recording of BPI in an official database. Following registration, applicants may immediately proceed to the licensing procedure.
2. All growers must file an application for registration through submission of the requirements for registration to the nearest BPI station.
3. BPI may impose a minimal administrative fee.
4. BPI shall evaluate documentary requirements submitted by exporters, packing facility owners, and growers.
5. BPI shall conduct interview and orientation to applicants on Plant Quarantine Law, Food Safety Law, standards, relevant rules and regulations, the specific protocol for export and other relevant matters.
6. Exporters, growers and packing facility owners shall allow the inspection, regular or otherwise, of their facilities by BPI.
7. BPI shall validate and evaluate operational and cultural management practices, packing facilities and registered growers operation standards.

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*per Lourdes B. Plechas*  
 LOURDES B. PLECHAS

Supervising Administrative Officer



8. Upon recommendation from BPI-PQ station, the BPI-NPQSD shall prepare the License to Export/Operate or Registration Certificate, and submit the same to the BPI Director for approval.
9. License to Export/Operate or Registration Certificate must be displayed prominently in the office or in the facility (marker).
10. Any licensed exporter/packing facility and registered grower, who violates the Plant Quarantine law, Food Safety Act, applicable rules and regulations, or this Circular, shall be suspended as a licensed exporter/packing facility or a registered grower. Further, any exporter who will accumulate three (3) successive violations shall have its License to Export/Operate or Registration Certificate revoked. Regain of License to Export/Operate or Registration shall only be possible upon compliance of all corrective measures based on thorough BPI investigation. BPI, upon receipt of official notification from the importing country, shall issue a show-cause order to the exporter requiring the same to submit a report within 72 hours on alleged violation.
11. License to Export/Operate or Registration Certificate shall be renewed every three (3) years and subject to audit at least once a year.

#### V. RESPONSIBILITIES

1. Responsibilities of the Bureau of Plant Industry - National Plant Quarantine Service Division (BPI-NPQSD)
  - a. Supervise and implement this protocol in terms of phytosanitary requirements;
  - b. Establish and maintain with BPI-PPSSD an official database of all registered growers, and all licensed exporters and packing facilities;
  - c. License (*formerly "accredit"*) exporters (trader-exporter and producer-exporter), and packing facility and register growers in accordance with Memorandum Order 40, s. 2012;
  - d. Assign a unique and permanent code for each grower per production site, packing facility and exporter;
  - e. Inform the National Plant Protection Organization (NPPO) of the importing country of the codes assigned to each grower, packing facility and exporter;
  - f. Enforce and, whenever necessary, revise the pest management program in agreement with the growers;
  - g. Conduct inspection, monitoring and audit of production areas of registered growers and licensed packing facilities;
  - h. Review and maintain all forms and documents related to export activities in places of production, packing facilities, trading and shipping documents;
  - i. Conduct, in partnership with the Agricultural Training Institute and/or industry associations and other concerned agencies, trainings on Good Agricultural Practices, Good Manufacturing Practices and other related trainings; and,
  - j. Issue Phytosanitary Certificate for each shipment.

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 for *CM Adriano*  
 LOUDES B. PANTONAS  
 Supervising Administrative Officer

2. Responsibilities of the BPI-Plant Product Safety Services Division

- a. Supervise and implement this protocol in terms of food safety requirements;
- b. Maintain with BPI-NPQSD an official database of all registered growers, exporters, and packing facilities, and all licensed exporters and packing facilities;
- c. Assess the Pesticide Management Manual submitted by the exporters and growers;
- d. Validate Internal Control System and check its implementation;
- e. Conduct inspection/audit on the use of pesticides in farm operations and packing facilities in coordination with NPQSD for compliance to food safety requirements;
- f. Evaluate submitted self-monitoring reports of exporters on pesticide residues twice a year;
- g. Randomly collect samples from licensed packing facilities for pesticide residue testing; and
- h. Keep an up-to-date record of all data and information pertaining to the food safety compliance of all exporters, packing facilities, and growers.

3. Responsibilities of Banana Exporters

- a. Be knowledgeable of the specific requirements of the plant health and food safety law relevant to the production, packing, and export of fresh bananas;
- b. Designate a food safety compliance officer;
- c. Ensure compliance with exporting and importing country's food safety and plant quarantine rules and regulations;
- d. Apply for license (*formerly "registration"*) as exporter with BPI-NPQSD in accordance with Memorandum Order 40, s. 2012;
- e. Submit list of registered growers, their production sites and copy of contracts;
- f. Submit list of licensed (*formerly "accredited"*) packing facility operators and location of packing facilities;
- g. Submit Production Manual;
- h. Submit Pesticide Management Manual (see attached Annex I - PMM Template);
- i. Submit internal control system implemented in the farm and packing facility (see attached Annex II);
- j. Submit self-monitoring reports on the level of pesticide residues twice a year or whenever deemed necessary by the BPI;
- k. Ensure compliance to Good Manufacturing Practices (GMP) by packing facilities;
- l. Ensure compliance to Good Agricultural Practices (GAP) by the growers;
- m. Maintain all records in relation to banana export;
- n. Post its License to Export (*formerly "Registration Certificate"*) prominently in the office (marker);
- o. Allow the inspection, regular or otherwise, of the exporter's facility by BPI; and

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*for* *Chitroga*  
LOURDES B. PLECHAS  
Supervising Administrative Officer

- p. Exporters shall submit their application for renewal six (6) months prior to expiration of license (*formerly "registration"*).
4. Responsibilities of Banana Traders-Exporters
- a. Apply for license (*formerly "registration"*) as trader-exporter with BPI-NPQSD in accordance with Memorandum Order 40 s. 2012;
  - b. Submit list of registered growers, their production sites and copy of contracts;
  - c. Maintain all records in relation to banana export;
  - d. Post its License to Export (*formerly "Registration Certificate"*) prominently in the office (marker);
  - e. Allow the inspection, regular or otherwise, of the exporter's facility by BPI; and
  - f. Trader-Exporters shall submit their application for renewal six (6) months prior to expiration of license (*formerly "registration"*).
5. Responsibilities of Banana Growers
- a. Apply for registration as grower per production site with BPI-NPQSD in accordance with Memorandum Order 40, s. 2012;
  - b. Comply with the best agricultural practices based on Good Agricultural Practices (GAP);
  - c. Strictly follow the Pesticide Management Manual submitted by their exporter;
  - d. Maintain all records in relation to banana export;
  - e. Post its Registration Certificate prominently at the entrance/front of the production area/farm (marker);
  - f. Allow the inspection, regular or otherwise, of the exporter's facility by BPI; and
  - g. Submit application for license renewal six (6) months prior to the date of expiration.
6. Responsibilities of Packing Facility Operators
- a. Be knowledgeable of the specific requirements of the plant health and food safety law relevant to the production, packing, and export of fresh bananas;
  - b. Designate a food safety compliance officer;
  - c. Ensure compliance with exporting and importing country's food safety and plant quarantine rules and regulations;
  - d. Apply for a license (*formerly "accreditation"*) as packing facility per facility with BPI-NPQSD in accordance with Memorandum Order 40, s. 2012;
  - e. Post its License (*formerly "accreditation"*) prominently at the entrance/front of the facility (marker);
  - f. Allow the inspection, sampling of bananas regular or otherwise, of the exporter's facility by BPI; and

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Supervising Administrative Officer



- g. Packing Facility operators shall submit their application for renewal six (6) months prior to expiration of license (formerly "registration").

## VI. TRACEABILITY

Unique code is assigned to every licensed exporter and packing facility, and registered farmer/grower in this format:

**PQ-001 - BBA - DV-01 - Bn1 -A**

Exporter	Packing	Packing	Farm Code
	Code	Facility	Location
		Code	Code

Harvested bananas must be placed in boxes/crates that are properly marked to show the license code of the exporter, packing facility, and registration code of grower, date of packing, destination, and any additional information as may be required by the importing country. The place of production must remain identifiable when the fruit is transported from the place of production to the packing facility and throughout the export process.

## VI. PEST MANAGEMENT PROGRAM

To guarantee the quality and health of all Philippine bananas for export and comply with the exporting and importing country's plant quarantine law, rules and regulations, all growers/exporters of bananas agreed to adopt the following policies on the management and application of pesticide/chemicals during pre- and post-harvest of bananas:

- Pre-harvest application of Fertilizer and Pesticide Authority (FPA)-approved and Bureau of Agriculture and Fisheries Standard (BAFS) -approved plant protection product to prevent incidence of fruit pests and diseases.
- Harvestable bunches are inspected for the presence of insects pests. Bunches with pests are rejected/ discarded during harvest.
- Upon arrival of fruit at the packing plant, fruit bunches are sprayed with pressurized water to eliminate any possible insect presence. While bunches are waiting to be dehanding, the fruit inspector in the packing plant checks for insect damage and other debris.
- During dehanding, individual hands are thoroughly inspected for possible presence of pest and any other evidence of insect damage.
- After dehanding, individual hands are thoroughly cleaned (by brushing/foaming) by the fruit selector and further cleaned with pressurized water to eliminate possible presence of pests and other debris.

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for [unclear]  
[unclear]

- f. The individual hands are kept dried (using dryer/blower) and inspected again to confirm that fruits are free from pest and other debris during weighing and immediately before packing inside the box.
- g. Only clean, dry pallets free from trash, soil, weed seeds and non-weeds contaminants shall be used by the industry.
- h. Packed fruits are stored in a clean, insect-proof storage/container van or at cold storage.
- i. Vessels and container vans must be cleaned with the recommended disinfectant before loading.

## VII. PESTICIDES/CHEMICALS MANAGEMENT

To guarantee the quality and health of all Philippine bananas for export and comply with the exporting and importing country's plant quarantine law, rules and regulations, all producers/ exporters of banana have agreed to adopt the following policies on the management and application of pesticide/chemicals on banana production; thus, totally eliminate any incidence of pesticide/chemical detection.

1. Only recommended and FPA-approved pesticides and chemicals are allowed to be used in fresh banana production
2. The application of pesticides/chemicals shall be done only as necessary, meaning only during the occurrence of plant pest or disease infestation.
3. Each brand of chemicals must be properly registered with the Fertilizer and Pesticide Authority (i.e., with FPA Registration Number for each brand)
4. The use of Fipronil and other non-registered or banned chemicals are absolutely prohibited.
5. FPA Certified Pesticide Applicator and Accredited Responsible Care Officer (ARCO) must be at all times present during the preparation of the pesticide/chemical to be applied.
6. All pesticide/chemical shall be properly labeled and stored in chemical storage cabinet allotted for each farm. Chemical storage cabinets shall be securely locked. Other chemicals not used for banana production should not be kept in the same chemical storage.
7. Strictly follow all applicable local and national laws and regulations, or corresponding or similar laws, regulations, or standards for agricultural practices.

## VIII. BANANAS FOR HARVEST AND EXPORT

The bananas must be harvested at a hard green stage. Banana that is at or past color break (turning yellow) shall not be exported.

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*for [signature]*  
LOURDES B. PLECHAS  
Supervising Administrative Officer



## **IX. SAFEGUARDING**

Bananas must be safeguarded from exposure to pest and pesticides from planting through the entire post-harvest process up to export. Transport of these packed bananas from the packing facilities to the wharf shall be properly secured.

## **X. POST-HARVEST PROCESSING**

All quality bananas shall be washed at the packing facility with chlorinated water or FPA-approved plant protection products as post-harvest treatment.

## **XI. FINAL BPI INSPECTION**

Exported bananas must be inspected under the direction and supervision of BPI-NPQSD inspectors before shipment. A sample equivalent to 2% of the total number of boxes from each consignment shall be randomly selected by BPI-NPQSD for quarantine pest inspection. When a single pest is found, the Plant Quarantine Officer on duty shall automatically deny issuance of Phytosanitary Certificate (zero tolerance).

## **XII. ISSUANCE OF PHYTOSANITARY CERTIFICATE**

Each consignment of bananas shall be accompanied and covered by a Phytosanitary Certificate issued by BPI-NPQSD.

## **XIII. SANCTIONS FOR NON COMPLIANCE**

### **a. Importing Country**

The BPI, upon receipt of official notification from the importing country, shall issue a show-cause order to the exporter requiring the same to submit a report within 72 hours on the alleged violation. The BPI shall suspend the license (*formerly "registration"*) of the exporter from exporting to the said importing country based on the violation of the conditions of import. However, any exporter who will receive three (3) successive notifications from the importing country will have its license revoked.

### **b. BPI Audit**

If exporters, growers and/or packing facility fail to comply with the audit requirements, the following sanctions shall be imposed.

First offense - warning with the obligation to undertake corrective measures within the period prescribed by BPI. Failure to undertake corrective measures within the prescribed period shall be a ground for suspension of license/registration.

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*for customs*  
LOURDES B. PLECHAS  
Supervising Administrative Officer

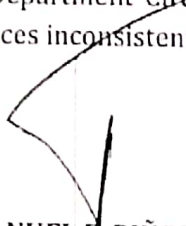
Second offense – suspension of license/registration until the corrective measures have been implemented within the prescribed period by BPI. Failure to undertake corrective measures within the prescribed period shall be a ground for revocation of license/registration.

Third offense – revocation of license/registration with BPI and blacklisting.


#### **XIV. RIGHT TO APPEAL**

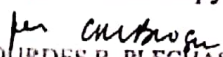
Any person aggrieved by an action or decision of the BPI Director under this Circular may appeal to the DA Secretary within fifteen (15) days from receipt thereof.

This Department Circular takes effect immediately and repeals and/or amends all other issuances inconsistent hereof.



**EMMANUEL R. PIÑOL**  
Secretary

DEPARTMENT OF AGRICULTURE  
  
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