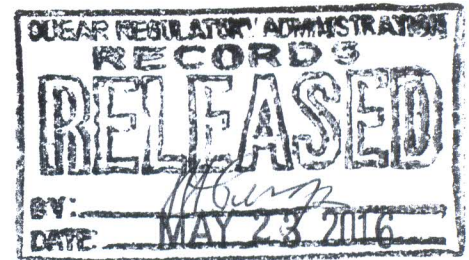




Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
Sugar Center Bldg., North Ave., Diliman, Quezon City
Philippines 1101
TIN 000-784-336



MEMO-REG-SRE-2016-May-002

MEMORANDUM CIRCULAR No. 5

DATE : **May 18, 2016**
TO : **ALL MILLS AND REFINERIES**
SUBJECT : **Crop Year 2015-2016 In-house Physical Raw and Refined Sugar and Molasses Stock Inventory**

In view of crop year 2015-2016 milling termination, this office advises all the Regulation Officers to conduct sugar and molasses stock inventory for the purpose of monitoring and verifying physical stock stored at all warehouses and tanks maintained by the mill/refinery and to reconcile the same with the SRA-SMS book sugar and molasses balances that are still outstanding.

SRA Inventory Teams are hereby created, which shall be responsible for conducting a simultaneous inventory to be assisted/witnessed by Planter's Associations and Mill representatives. SRA inventory team shall see to it that each party mentioned herein shall be represented for the duration of the inventory.

The results of the physical sugar and molasses stock inventory shall be reflected in the attached SRA forms and duly accomplished and certified by the concerned witnessed representatives and must be submitted within five (5) calendar days from the date of inventory.

All daily sugar molasses withdrawals for the week from the start and after the inventory shall be separately recorded and submitted together with the inventory reports for reconciliation and update.

Attached herewith are inventory forms and inventory schedule to be used by all concerned.

Please be guided accordingly.


MA. REGINA BAUTISTA-MARTIN
Administrator

cc: Asst. Administrator HR/RD-Visayas



Schedule of SRA Inhouse Inventory
Luzon and Mindanao Crop Year 2015 - 2016
June 6 - 10, 2016

Mill/ Refinery	Date	Inventory Team	
<u>NORTH LUZON</u>			
CARSUMCO	June 6 - 8	Nelson Cacayorin	Team Leader
		Raphael Henri Mundo Danilo Garcia	
SCISM (Porac)	June 9	Celerina Ching	Team Leader
		John Paul Antes Edmundo Yasay	
CAT, Tarlac	June 10	Edmundo Yasay	Team Leader
		Elizabeth Porciuncula Ernesto Ortaliz	
<u>SOUTH LUZON</u>			
PENSUMIL, Bicol	June 6 - 8	Rahman Dupnton	Team Leader
		Marieliz Siman Vision Faith Sangalang	
BSCI/Balayan- SURE	June 9	Jilah Cadungon	Team Leader
		Arnulfo Jacobe Nenita Apacible	
CADPI, Don Pedro	June 6 - 7	Arnulfo Jacobe	Team Leader
		Nenita Apacible Arnold Decastro	
<u>MINDANAO</u>			
BUSCO	June 8 - 10	Elisa Lao	Team Leader
		Joel Araneta Lucia Lopez	
CRYSTAL	June 6 - 8	Daisy Depalubos	Team Leader
		Lorenzo Garay Joel Araneta	
DASUCECO	June 9 - 10	Cresologo Juntilla	Team Leader
		Daisy Depalubos Lorenzo Garay	
COSUCECO	June 6 - 7	Lucia Lopez	Team Leader
		Elisa Lao	

Note: Travel Schedules includes travel time

RAPHAEL HENRI B. MUNDO - OIC SRED, Luzón and Mindanao
MA. NATALIA R. TASIS - Supervising SPRO