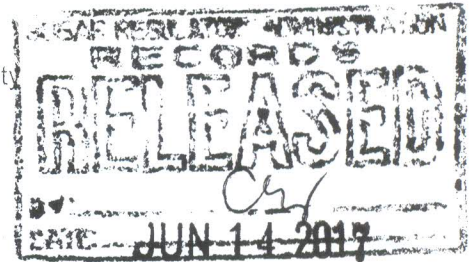




Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
Sugar Center Bldg., North Ave., Diliman, Quezon City
Philippines 1101
TIN 000-784-336



MEMO-REG-LMD-2017-JUNE-03

June 05, 2017

CIRCULAR LETTER NO. 40
Series of 2016-2017

**SUBJECT: APPLICATION FOR MILLING/REFINING LICENSE
FOR CROP YEAR 2017-2018**

With reference to the above-mentioned subject, all Sugar Mill/Refinery Companies are hereby directed to submit the following requirements to Regulation Department, Sugar Regulatory Administration (SRA), Diliman, Quezon City, to wit:

- a) Application (in triplicate) for the issuance of a stated license to manufacture or refine centrifugal sugar subject to the conditions under SRA Sugar Order No. 8, dated 23 July 1992, and SRA Sugar Order No. 4, dated 17 September 1992, respectively;
- b) Duly accomplished Milling or Refining License Questionnaire;
- c) Crop Estimate for Crop Year 2017-2018/ applicable only Sugar Mill Companies; and
- d) Duly Notarized Undertaking (see attached prescribed form).

The aforementioned requirements (copies of which are attached hereto for your reference), shall be submitted Thirty (30) Days prior to the start of Crop Year 2017-2018.

Additionally, consistent with SRA's desire to rationalize the mill schedules of the industry, please take note of the scheduled start of your milling operation, SRA hopes that said schedule considers cane maturity and good mill efficiency.

This Circular Letter shall take effect immediately.


ANNA ROSARIO V. PANER
Administrator

Encl.: as stated

APPLICATION FOR MILLING LICENSE

Date: _____

SUGAR REGULATORY ADMINISTRATION

Sugar Center Building
North Avenue, Diliman
Quezon City 1101 Philippines

Gentlemen:

Pursuant to SRA Sugar Order No. 8, dated 23 July 1992, series of 1991-1992, I HEREBY APPLY for the issuance of license to manufacture centrifugal sugar for the Crop Year _____. For this purpose, I hereby set forth the following information:

1. Mill Company Name: _____
2. President: _____
3. Millsite Address: _____
Telephone Number: _____ Fax Number: _____
4. Metro Manila Office Address: _____
Telephone Number: _____ Fax Number: _____
5. We are owners/not owners (circle one) of the mill we operate. (If not owners, submit documents pertinent to right or authority from owner to operate sugar mill).
 - a. MOA/Contract of Lease
 - b. Surety/Cash Bond
6. Enclosed herewith are latest copies of each of the mill company's business papers:

Number and Date

 - a. Mayor's Permit (Millsite) _____
 - b. DTI Registration _____
 - c. SEC Registration _____
(Enclosed latest copy of Articles of Incorporation)
 - d. CDA Registration for Cooperative _____
 - e. Tax Payer Identification Number (TIN) _____
 - f. Email Address _____

I HEREBY CERTIFY that the above-information are correct, and I AGREE that the same be examined and verified by SRA whenever necessary, and to submit reports regularly, as maybe required by the SRA.

Further, I understand that SRA may cause the suspension, cancellation or revocation of the MILLING LICENSE or the imposition of a fine, or both, for non-observance or violation of the conditions imposed by SRA Sugar Order No. 8 dated 23 July 1992, Series of 1991-1992 and pertinent SRA rules and regulations.

President

(Signature over Printed Name)

SUBSCRIBED AND SWORN to before me this _____ day of _____
affiant exhibited to me his/her Community Tax Certificate No. _____ issued on
_____ at _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____.

APPLICATION FOR A MILLING LICENSE

Date: _____

SUGAR REGULATORY ADMINISTRATION
Philippine Sugar Center Building
North Avenue, Diliman
Quezon City 1101

S i r s :

Pursuant to SRA Sugar Order No. 8, dated 23 July 1992.
I HEREBY APPLY for the issuance of a license to manufacture
centrifugal sugar for the Crop Year 19____-____. For this
purpose, I hereby set forth the following information:

1. Mill Company Name: _____
2. President: _____
3. Millsite Address: _____
4. Metro Manila Office Address: _____

5. We are owners/not owners (circle one) of the mill
we operate. (If not owners, submit documents
pertinent to right or authority from owner to
operate sugar mill).
6. Enclosed herewith are latest copy each of the mill
company's business papers:

Number & Date

- a. Municipal License _____
- b. Mayor's Permit _____
- c. DTI Registration _____
- d. VAT Number _____
- e. SEC Registration _____
(Enclose latest copy of Articles of
Incorporation)
- f. Taxpayer Identification
Number (TIN) _____

I HEREBY CERTIFY to the correctness of the above
information and I AGREE to have same examined and verified
by SRA whenever necessary and to submit reports regularly.

Further, I HEREBY AGREE that SRA may cause the
cancellation or revocation of the MILLING LICENSE for non-
observance or violation of the conditions imposed by SRA
Sugar Order No. 8, dated 23 July 1992.

President
(Signature over Printed Name)

SUBSCRIBED AND SWORN to before me this _____ day of
_____; affiant exhibited to me his Residence
Certificate No. _____ issued on _____ at
_____.

APPLICATION FOR A REFINING LICENSE

Date: _____

SUGAR REGULATORY ADMINISTRATION
Philippine Sugar Center Bldg.
North Avenue, Diliman
Quezon City 1101

S i r s :

Pursuant to SRA Sugar Order No. 4 dated 17 September 1992, I HEREBY APPLY for the issuance of a license to manufacture refined sugar for the Crop Year 19____-____. For this purpose, I hereby set forth the following information:

1. Refinery Name: _____
2. President: _____
3. Refinery Address: _____
4. Metro Manila Office Address: _____
5. We are owners/not owners (circle one) of the sugar refinery we operate. (If not owners, submit documents pertinent to right or authority from owner to operate sugar refinery).
6. Enclosed herewith are latest copy each of the sugar refinery's business papers:

Number & Date

- a. Municipal License _____
- b. Mayor's Permit _____
- c. DTI Registration _____
- d. VAT Number _____
- e. SEC Registration _____
(Enclose latest copy of Articles of Incorporation)
- f. Taxpayer Identification Number (TIN) _____

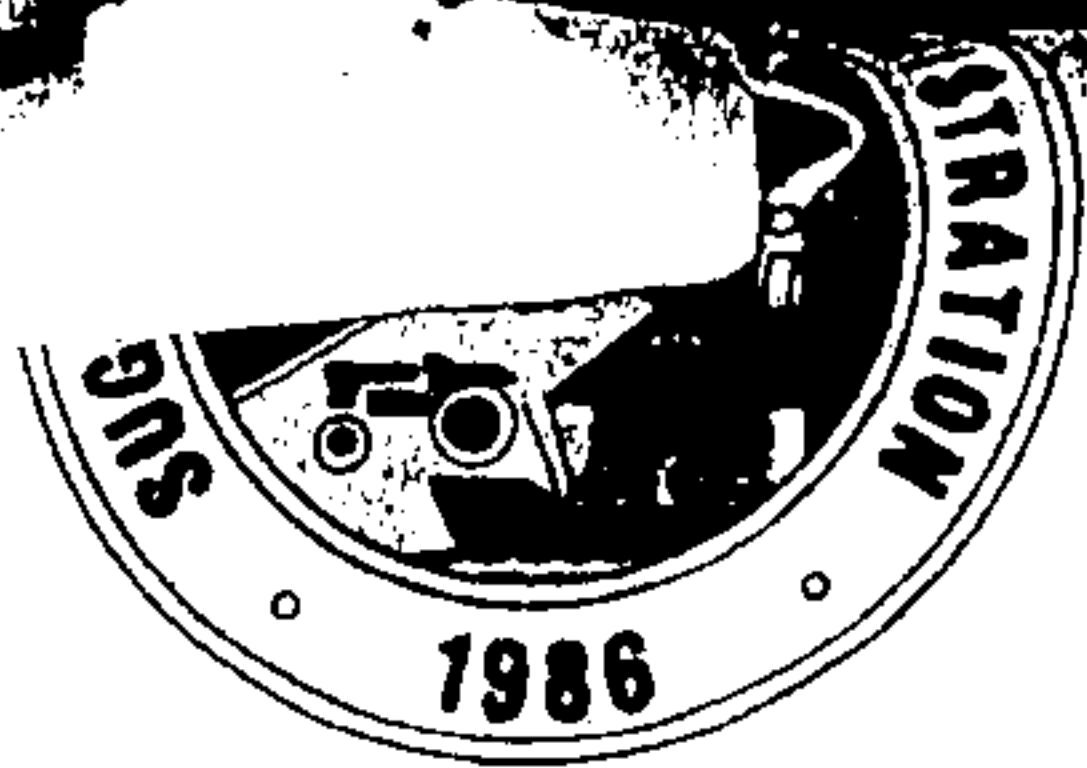
I HEREBY CERTIFY to the correctness of the above information and I AGREE to have same examined and verified by SRA whenever necessary and to submit reports regularly.

Further, I HEREBY AGREE that SRA may cause the cancellation or revocation of the REFINING LICENSE for understatement of production, non-quedanning of refined sugar, non-payment of monitoring fees or non-obeservance or violation of the conditions imposed by SRA Sugar Order No. 4, dated 17 September 1992.

President
(Signature over Printed Name)

SUBSCRIBED AND SWORN to before me this ____ day of _____; affiant exhibited to me his Residence Certificate No. _____ issued on _____ at _____

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REPUBLIC OF THE PHILIPPINES
SUGAR REGULATORY ADMINISTRATION

North Avenue, Diliman, Quezon City
P.O. Box 70, U.P., Diliman, Quezon City

17 September 1992

SRA SUGAR ORDER NO. 4
Series of 1992-93

SUBJECT: Application for Refining License

Effective Crop Year 1992-93 and every crop year thereafter, all sugar refineries shall apply with the Sugar Regulatory Administration (SRA) for the issuance of a license to manufacture refined sugar under the following conditions:

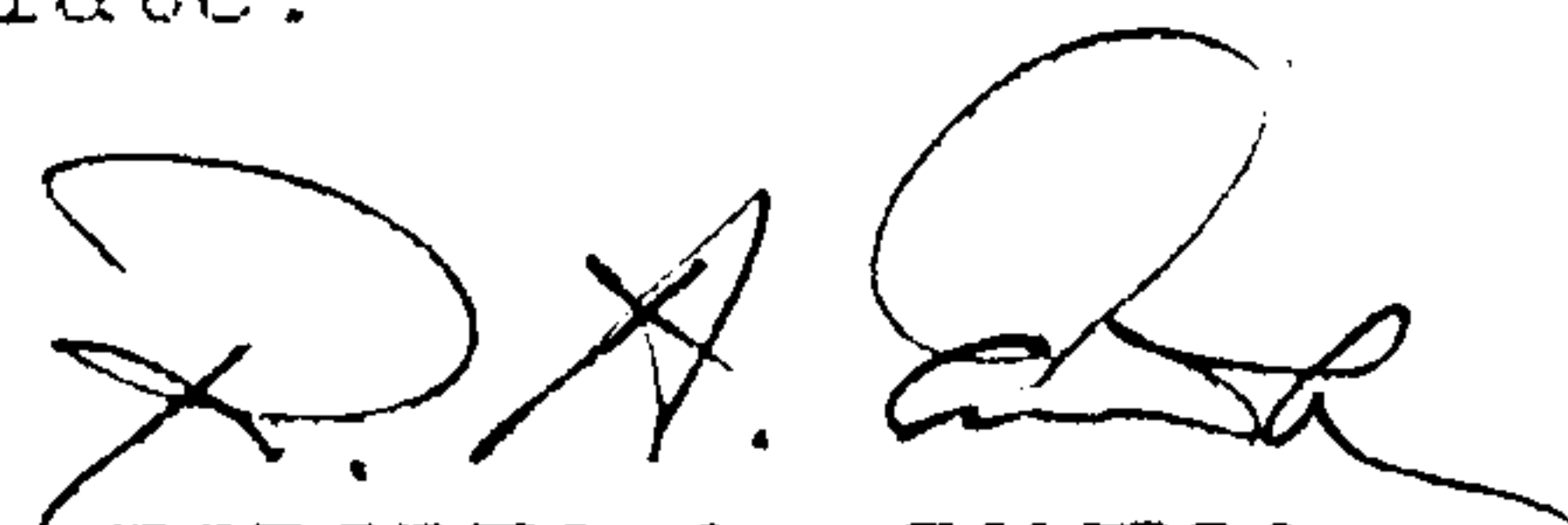
1. Three (3) copies of the Application for license to manufacture refined sugar (see copy, attached) shall be submitted to the SRA, North Avenue, Diliman, Quezon City 1101, prior to the commencement of refining operations.

2. The Application shall be accompanied by a certification to the effect that all information shown and indicated in the Application are true and correct as shown in the books and records of the refinery and executed by the President of the refinery duly notarized.

3. The refinery shall submit regularly all reports required by the SRA, specifically the Sugar Monitoring System (SMS reports), and shall remit regularly payment of the monitoring fees provided/imposed under General Administration Order No.1, dated August 5, 1992.

4. Under no condition may a sugar refinery begin refining operations until after issuance of the refining license by SRA.

5. The SRA shall cause the cancellation/revocation of the license of any sugar refinery for understatement of production, non-quedanning of refined sugar, non-payment of monitoring fees or found to have violated the rules and regulations that may be issued and may impose such sanctions/penalties/fines as the SRA Board may deem appropriate.

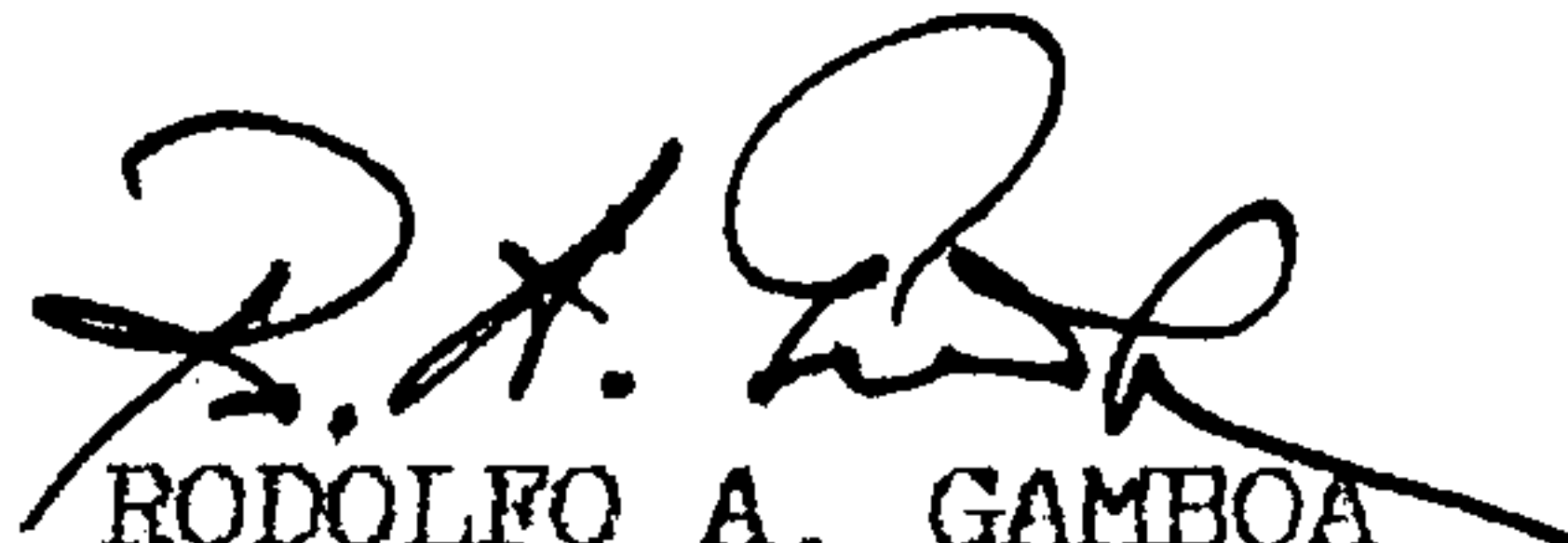

RODOLFO A. GAMBOA
Administrator

5. Under no condition may a mill company begin milling operations until after payment of the license fee and issuance of the milling license by the SRA.

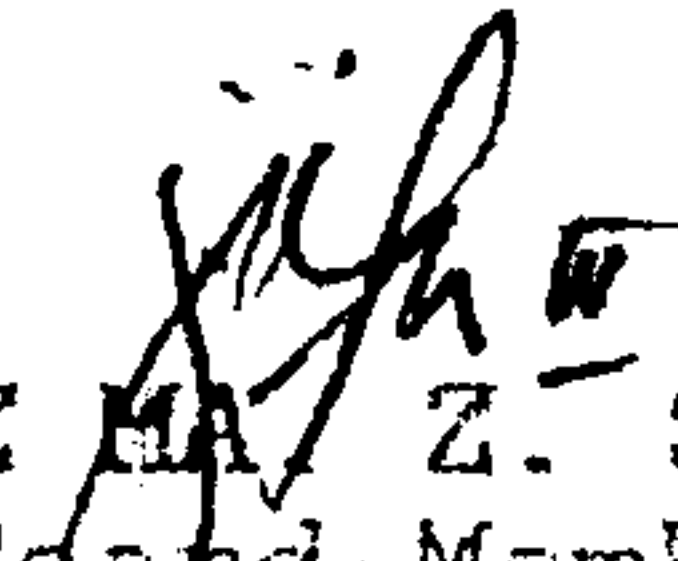
6. The SRA shall cause the cancellation/revocation of the license of any mill company found to have violated the rules and regulations issued thereunder and may impose such sanctions/penalties/fines as the SRA Board may deem appropriate.



ROBERTO S. SEBASTIAN
Chairman



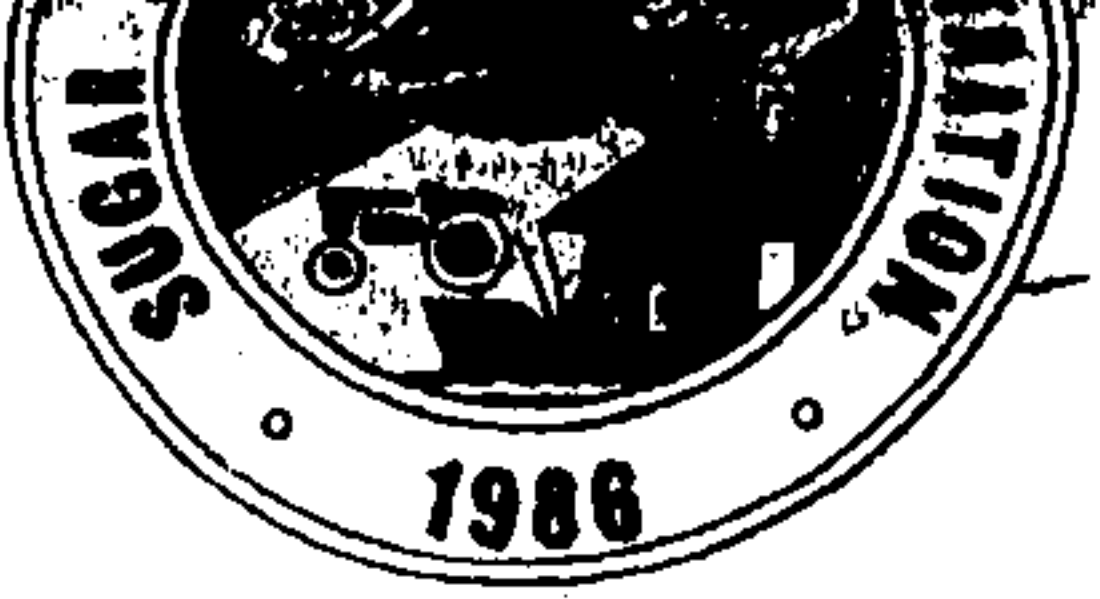
RODOLFO A. GAMBOA
Administrator



JOSE M. Z. SILVA
Board Member



BERNARD C. TREBOL
Board Member



23 July 1992

SRA SUGAR ORDER NO. 8
Series of 1991-92

SUBJECT: Application for Milling License

Effective Crop Year 1992-93 and every crop year thereafter, all raw sugar mill companies shall apply with the Sugar Regulatory Administration (SRA) for the issuance of a license to manufacture centrifugal sugar under the following conditions:

1. Three (3) copies of the Application for license to manufacture centrifugal sugar (see copy, attached) shall be submitted to the SRA, North Avenue, Diliman, Quezon City 1101, 30 days prior to the commencement of the next crop year.

2. The Application shall be accompanied by a certification to the effect that all information shown and indicated in the Application are true and correct as shown in the books and records of the mill company and executed by the President of the mill company duly notarized.

3. Strict adherence and compliance with the rules and regulations of the SRA shall be enforced upon all mill companies relative to the manufacture, quality, warehousing and disposal of centrifugal sugar, specifically:

(a) All classes of sugar manufactured shall be issued the corresponding quedan-permits and shall be stored in millsite/subsidiary warehouses. Advance-quedanning (based on sugar in process) is prohibited;

(b) No sugar in the custody of the mill company shall be withdrawn from millsite/subsidiary warehouses without prior surrender of the corresponding quedan-permits and such other documents that may be required and payment of all liens.

4. The mill company shall submit regularly all reports required by the SRA, specifically the Sugar Monitoring System (SMS) reports.

UNDERTAKING

KNOW ALL MEN BY THESE PRESENTS:

(Name of Company/Corporation/Cooperative)

with office address and principal place of business at

hereby undertakes to faithfully abide and comply with all the Sugar Orders/ Circulars/ Rules and Regulations and other issuances of the Sugar Regulatory Administration; to allow SRA authorized representative/s to inspect my/our warehouse/s anytime of the day; and that I/We shall be held administratively liable for any violation thereof. This is without prejudice to criminal or civil liability, if any, under existing laws.

Furthermore, SRA may, for just cause suspend/ cancel/ revoke/ terminate at anytime my/our license or impose a fine, or both, for violation of pertinent SRA rules and regulations.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, at _____, Philippines.

(Name of Company/ Corporation /Cooperative)

By: _____

(Name/Signature /Position)

(Signature over Printed Name or person duly authorized for this purpose)

SUBSCRIBED AND SWORN to before me this _____ day of _____; affiant exhibited to me his/her Community Tax Certificate No. _____ issued on _____ at _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____.

REFINING LICENSE QUESTIONNAIRE

CROP YEAR 2017-2018

A. Production (2016-2017)

- | | | | |
|-----|-----------------------------------|-------|----------|
| 1. | Total Raw Melted | | |
| 1.1 | Average Pol | _____ | M.T. |
| 1.2 | Average Color | _____ | % |
| 2. | Melting Rate | _____ | ICUMSA |
| 3. | Refined Sugar Manufactured, Gross | _____ | LKg./Day |
| 4. | Refined Sugar Manufactured, Net | _____ | LKg./Day |
| 4.1 | Average Pol | _____ | % |
| 4.2 | Average Color | _____ | ICUMSA |
| 5. | Average Refined Sugar Output | _____ | LKg. |
| 6. | Rated Capacity (RAW) | _____ | LKg./Day |
| 7. | Total Molasses Produced | _____ | M.T. |
| 8. | Total available Operating Time | _____ | Hrs. |
| 9. | Total Actual Operating Time | _____ | Hrs. |
| 10. | Start of Operation | _____ | |
| 11. | End of Operation | _____ | |
| 12. | End-of-Year Sugar Stock | _____ | LKg. |

B. Production Estimates (2017-2018)

- | | | | |
|-----|---|-------|------|
| 1. | Projected Raw Sugar Available for Melting | | LKg. |
| 1.1 | Mill Share | _____ | Lkg. |
| 1.2 | Outside Local Raw | _____ | LKg. |
| 1.3 | Imported Raw | _____ | Lkg. |
| 2. | Projected Refined Sugar Production | _____ | Lkg. |
| 2.1 | Premium Grade | _____ | Lkg. |
| 2.2 | Bottlers Grade | _____ | Lkg. |
| 2.3 | Standard Grade | _____ | Lkg. |
| 3. | Projected Refining Period | | |
| 3.1 | Start | _____ | |
| 3.2 | End | _____ | |

C. Technical Information

- | | | | |
|-----|---|-------|--------|
| 1. | Work Force | | |
| 1.1 | Permanent | _____ | |
| 1.2 | Seasonal | _____ | |
| 2. | Warehouse Capacity | | |
| 2.1 | Main Refined Sugar Warehouse | _____ | LKg. |
| 2.2 | Subsidiary Warehouse | _____ | Lkg. |
| 3. | Power and Energy | | |
| 3.1 | Bagasse Consumed | _____ | Tons |
| 3.2 | Bunker Oil Consumed | _____ | Li |
| 3.3 | Outside Power Purchased | _____ | Kw |
| 4. | Pollution Abatement Facilities for Refineries | | |
| 4.1 | Type or Method | _____ | |
| 4.2 | Rated Capacity | _____ | Li/Day |
| 5. | Refinery Superintendent | _____ | |
| 6. | Factory Manager | _____ | |
| 7. | Chief Chemist/Head, QA | _____ | |
| 8. | Pollution Control Manager | _____ | |

Prepared by: Mill Company _____

Resident Manager _____

Date _____

APPLICATION FOR REFINING LICENSE

Date: _____

SUGAR REGULATORY ADMINISTRATION

Sugar Center Building
North Avenue, Diliman
Quezon City 1101 Philippines

Gentlemen:

Pursuant to Sugar Order No. 4, dated 17 September 1992, Series of 1992-1993, I HEREBY APPLY for the issuance of license to manufacture refined sugar for the Crop Year _____. For this purpose, I hereby set forth the following information:

1. Refinery Name: _____
2. President: _____
3. Refinery Address: _____
Telephone Number: _____ Fax Number: _____
4. Metro Manila Office Address: _____
Telephone Number: _____ Fax Number: _____
5. We are owners/not owners (circle one) of the sugar refinery we operate. (If not owners, submit documents pertinent to right or authority from owner to operate sugar refinery).
 - a. MOA/Contract of Lease
 - b. Surety/Cash Bond
6. Enclosed herewith are latest copies of each of the sugar refinery's business papers:

Number and Date

- a. Mayor's Permit (Refinery site) _____
- b. DTI Registration _____
- c. SEC Registration _____
(Enclosed latest copy of Articles of Incorporation)
- d. CDA Registration for Cooperative _____
- e. Tax Payer Identification Number (TIN) _____
- f. Email Address _____

I HEREBY CERTIFY to the correctness of above information and I AGREE to have same examined and verified by SRA whenever necessary and to submit reports regularly.

Further, I HEREBY AGREE that SRA may cause the suspension, cancellation or revocation of the REFINING LICENSE or the imposition of a fine, or both, for non-observance or violation of the conditions imposed by SRA Sugar Order No. 4 dated 17 September 1992, Series of 1992-1993 and pertinent SRA rules and regulations.

President

(Signature over Printed Name)

SUBSCRIBED AND SWORN to before me this _____ day of _____
affiant exhibited to me his/her Community Tax Certificate No. _____ issued on _____
at _____.

Doc. No. _____

Page No. _____

Book No. _____

Series of _____.

UNDERTAKING

KNOW ALL MEN BY THESE PRESENTS:

(Name of Company/Corporation/Cooperative)

with office address and principal place of business at

(1)hereby undertakes to faithfully abide and comply with all the Sugar Orders/
Circulars/
Rules and Regulations and other issuances of the Sugar Regulatory Administration; (2)to
allow SRA authorized representative/s to inspect my/our warehouse/s anytime of the day;
(3)and that I/We shall be held administratively liable for any violation thereof. Another year
this is without prejudice to criminal or civil liability, if any, under existing laws.

Furthermore, SRA may, for just cause suspend/ cancel/ revoke/ terminate at anytime
my/our license or impose a fine, or both, for violation of pertinent SRA rules and
regulations.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of
_____, at _____, Philippines.

(Name of Company/ Corporation /Cooperative)

By: _____
(Name/Signature /Position)

(Signature over Printed Name or person duly authorized for this purpose)

SUBSCRIBED AND SWORN to before me this _____ day of _____; affiant
exhibited to me his/her Community Tax Certificate No. _____ issued on
_____ at _____.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____.

MILLING LICENSE QUESTIONNAIRE

CROP YEAR 2017-2018

A. Production (2016-2017)

- | | | |
|------------------------------|-------|--------|
| 1. Cane Milled Gross | _____ | TC |
| 2. Average Daily Grinding | _____ | TC |
| 3. Sugar Due Cane | _____ | LKg. |
| 4. Actual Sugar Manufactured | _____ | LKg. |
| 5. Average Daily Production | _____ | LKg. |
| 6. Average Pol of Raw Sugar | _____ | |
| 7. Total Time Elapsed | _____ | Hrs. |
| 8. Total Purchased Power | _____ | Kw/Hr. |
| 9. Bunker Fuel Consumption | _____ | Li |
| 10. Area Harvested | | |
| a. Plant Cane Area | _____ | Has. |
| b. Ratoon Cane Area | _____ | Has. |
| 11. Area Irrigated | _____ | Has. |
| 12. Molasses Production | _____ | M.T. |
| 13. End-of-Year Sugar Stock | _____ | LKg. |

B. Production Estimates (2017-2018)

- | | | |
|----------------------------------|-------|------|
| 1. Total Area Planted | | |
| a. Plant Cane Area | _____ | Has. |
| b. Ratoon Cane Area | _____ | Has. |
| 2. Estimated Cane Tonnage | _____ | TC |
| 3. Estimated Sugar Production | _____ | Lkg. |
| 4. Estimated Molasses Production | _____ | M.T. |
| 5. Rated Capacity | _____ | TC/D |
| 6. Start of Milling | _____ | |
| 7. Estimated End of Milling | _____ | |
| 8. Milling Participation | | |
| a. Planter's Share | _____ | % |
| b. Mill share | _____ | % |

C. Technical Information

- | | | |
|--|-------|--------|
| 1. Work Force | | |
| a. Permanent | _____ | |
| b. Seasonal | _____ | |
| 2. Warehouse Capacity | | |
| a. Millsite | _____ | LKg. |
| b. Subsidiary | | |
| WH#1 | _____ | LKg. |
| WH#2 | _____ | LKg. |
| WH#3 | _____ | LKg. |
| 3. Molasses Tank Capacity | _____ | M.T. |
| 4. Number of Boilers | _____ | |
| 5. Total Capacity of Boilers | _____ | T/Hr. |
| 6. Average Operating Pressure of Boilers | _____ | Kg/Cm. |
| 7. No. of Turbo-Generators (TG) | _____ | |
| 8. Total Capacity of TG | _____ | KW. |
| 9. Description of Air Pollution Control Device | _____ | |
| 10. Capacity and Description of Waste Water Treatment Facility | _____ | |
| 11. ISO or Related Certifications | _____ | |
| 12. Factory Manager | _____ | |
| 13. Chief Chemist/Head, QA | _____ | |
| 14. Pollution Control Officer | _____ | |
| 15. Safety Officer | _____ | |

Prepared by: Mill Company

Resident Manager

Date