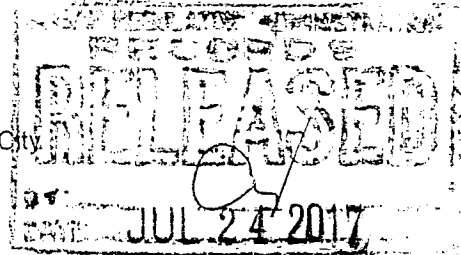




Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
Sugar Center Bldg., North Ave., Diliman, Quezon City
Philippines 1101
TIN 000-784-336



June 6, 2017

MEMORANDUM CIRCULAR NO. 11
Series of 2017

SUBJECT: GUIDELINES FOR THE IMPLEMENTATION OF THE QUICK RESPONSE FUND FOR PESTS AND DISEASES INFESTATIONS FUNDED BY THE GAA, COB AND OTHER FUNDING SOURCES

I. Policy Statement

Section 35 of the 2017 General Appropriations Act (GAA), anchored on the provisions of the Philippine Disaster Risk Reduction and Management Act of 2010 and other related laws, mandates the implementation of projects and activities designed to enhance risk reduction and resiliency in the national and local communities. The sugarcane industry stakeholders, as reported in the Disaster Risk Reduction and Management Plan for the Sugarcane Industry (Sugarcane DRRMP 2017-2022), have identified the infestation of pests and diseases in the sugarcane farms as one of the disasters and risks that the farmers suffered in sugarcane farming.

II. Scope and Objectives

These general Guidelines shall govern the implementation of the project on "**Quick Response Fund for Pests & Diseases Infestations**" funded by the GAA, Sugar Regulatory Administration (SRA) corporate operating budget (COB) and other funding sources given as a "**grant**" to the sugarcane mill districts through the Mill District Development Councils (MDDCs), farmers organizations & block farms. The grant shall be released "in kind" by SRA subject to Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act".

The objective of the program is to provide immediate assistance to the farmers of the sugarcane mill districts in controlling the infestations of pests and diseases.

III. Eligible Proponents

The following are eligible proponents of the project, "Quick Response Fund for Pests and Diseases Infestations":

- 1) Mill District Development Councils (MDDCs);

- 2) Farmers organizations in the case of inactive MDDCs / MDDCs without SRA accreditation; and
- 3) Block Farms.

IV. **Qualifications**

1. **Organizational capacity** to implement and manage the project such as the distribution of pesticides / chemicals and other control agents against pests and diseases infestations. This is to be assessed and certified by the SRA Mill District Officer (MDO);

V. **Requirements for Compliance by the Implementing Organizations**

The eligible proponents must submit the following:

1. **A Letter addressed to the SRA Administrator**, through the concerned Chief Agriculturist of the Extension Services unit, requesting assistance for the control of pests and diseases infestations in the sugarcane mill district; and
2. **A Survey of pests and diseases infestations** including list and quantity of pesticides, chemicals and control agents needed and list of owners / locations / hectarage of infested farms which shall be certified by the Head or Chairperson of the MDDC, farmers organization or block farm and attested by the SRA MDO.

VI. **Funding Source**

- General appropriations Act (GAA)
- SRA Corporate Operating Budget (COB)
- Other Funding Sources

VII. **Evaluation and Approval of the Project Proposal**

1. The concerned Chief of the Agricultural Services Division shall endorse to the SRA Administrator through the R, D & E Manager III the request for assistance from the MDDC, farmers organization or block farm including the survey of pests and diseases infestations stated in items V.1 & V.2 above.
2. The Administrator may act directly on the request or assign the Planning & Policy Department (PPD) to evaluate the qualifications, requirements and other supporting documents. The PPD shall submit its recommendations to the Administrator.
3. The fund available for quick response on pests and diseases infestations may be prorated according to the hectarage of each sugarcane mill district or prioritized according to urgency of the situation that shall be

decided by the SRA Administrator through the recommendation of the Chairperson of the R, D & E Program Committee.

VIII. **Release, Utilization and Liquidation of Pesticides, Chemicals & Control Agents**

1. A **MOA** for the implementation of the quick response fund on pests and diseases infestations shall be approved by the Sugar Board.
2. A **MOA** between SRA and the MDDC, farmers organization or block farm shall be executed. The Sugar Board shall authorize the Administrator to sign the individual MOAs.
3. **Release of pesticides, chemicals & control agents** to the requesting organizations shall be properly recorded and inspected by the SRA MDO and accepted by the Head / Chairperson of the MDDC, farmers organizations or block farm.
4. The **MDDC, farmers organization or the block farm** shall be responsible for the distribution of the pesticides, chemicals or control agents to the affected / infested farm owners and shall submit monthly liquidation or distribution report to SRA containing the list of farm owners, hectarage of farm treated and quantity of pesticides, chemicals or control agents distributed to each farm owner that shall be attested by the SRA MDO.
5. The **liquidation reports** of pesticides, chemicals & control agents shall be addressed to the Administrator through the Planning & Policy Department (PPD) for evaluation, monitoring and inspection.
6. The MDDC, farmers organization or block farms shall ensure that the assistance given by SRA shall be equitably distributed to affected / infested farms.

IX. **Monitoring, Evaluation & Inspection**

1. The PPD shall monitor the liquidation reports submitted by the MDDCs, farmers organizations or block farms and may conduct field inspections, if necessary, to validate the reports.
2. The PPD shall submit quarterly monitoring reports and annual reports to the Sugar Board including observations and recommendations through the Chairperson of the SIDA – R, D & E Program Committee.
3. The Internal Audit Department (IAD) shall assess and audit project outputs and outcomes after two (2) years of implementation and submit the assessment and audit report to the Sugar Board through the Chairperson of the R, D & E Program Committee.

X. **Penalty Clause**

1. Any project beneficiary or implementing organization who failed to comply with reportorial requirements or found to have misused and diverted the assistance to other uses not approved by the SRA Sugar Board shall be

blacklisted by SRA, and shall be ground for disqualification and non-entitlement to any future support fund from the SRA or from any government entity;

2. The SRA legal team, in coordination with PPD and IAD, shall act as investigation team and shall report its findings and recommendations to the Sugar Board through the Chairperson of the R, D & E Program Committee including any recommended penalties or sanctions.

XI. Repealing Clause

All previous issuances inconsistent herewith are hereby deemed revoked and amended accordingly.

APPROVED: (By the Authority of the Sugar Board)


Anna Rosalie V. Paner
Administrator