



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

SUGAR REGULATORY ADMINISTRATION RECORDS SECTION	
RELEASED	
BY: _____	JUL 05 2018
DATE: _____	<i>C. M. [Signature]</i>

MEMO-REG-SRE-2018-Jul-01

July 3, 2018

CIRCULAR LETTER NO. 30
Series of 2017 – 2018

SUBJECT: PHYSICAL SUGAR STOCK, MOLASSES AND QUEDAN INVENTORY

The inventory of sugar stocks and quedan-permits of CY 2017 – 2018 and previous crop years shall be conducted in all operating sugar mills/refineries on August 20 – 25, 2018 pursuant to the policy of the Sugar Regulatory Administration (SRA) to undertake periodic assessment of the CY 2017 – 2018 sugar/molasses production and withdrawals. The inventory of sugar stock and quedan - permits shall be done in accordance with the following:

1. Except as stated in paragraph 2, hereof, an Inventory Team (IT) who will witness the inventory for each sugar mill/refinery company is hereby created.

For sugar mills, each IT shall be composed of the authorized representative of the mill company, planters' associations/cooperatives/federations and the authorized SRA Representative as team leader. Another for sugar refineries, each IT shall be composed of the authorized representative of the sugar refinery and the authorized SRA representative as a team leader.

2. The Private Surveyor, hired by the SRA for this purpose shall conduct the physical sugar inventory in the presence of the IT. After the completion of the physical inventory as certified by the representatives, and the submission of the final report, SRA will pay the Private Surveyor on the actual costs of the surveying services.

The SRA, on the other hand, shall bill the concerned mill/refinery companies the cost of the surveying services.

The IT as witness, shall issue the attached certification forms (SRA Inventory Forms A to G) certifying that a physical sugar and molasses stock inventory was conducted on the schedule date, and that each and every measurement was taken in the presence of the witnesses, and the specific

OFFICE OF THE MANAGER III	
PLANNING, POLICY & SPECIAL PROJECTS DEPARTMENT [PPSPD]	
Received by: _____	<i>[Signature]</i>
Date: _____	7/12/18
Time: _____	2:10 pm

dimensions and resultant volume is true and correct to the best of the IT personal knowledge.

In addition, all sketch plans and raw data sheets duly signed by all representatives should bear the following certifications:

We hereby certify that the above-measurements were taken in our presence and that the same are true and correct to the best of our knowledge.

Signed:

3. There shall be no withdrawal of raw and/or refined sugar and molasses in all mill/refinery warehouses/storage tanks during the entire duration of the physical sugar and molasses stock inventory. Assigned Regulation Officers should take note of the daily withdrawal within the week for both sugar and molasses, prior and after the conduct of inventory so as to facilitate the reconciliation of the balances.
4. The results of the physical sugar stock and molasses inventory and the sugar quedan inventory (to be reflected in the attached SRA forms and duly accomplished and certified by the concerned mill/refinery companies) must be submitted by the Private Surveyor to the SRA Regulation Officers assigned at the mills/refineries, who in turn will submit the same to the Regulation Department (RD), SRA, Quezon City within ten (10) calendar days counted from start of the physical sugar stock inventory.
5. All sugar mills are required to submit to the Regulation Department-SRA a listing of all outstanding quedans as of **August 31, 2018.**

Strict compliance of all concerned is hereby enjoined.


HERMENEGILDO R. SERAFICA
Administrator

Encl: as stated

Physical Sugar and Molasses Stock Inventory
Crop Year 2017 -2018
August 20 – 25, 2018

I. LUZON

MILL/REFINERY	SCHEDULE OF INVENTORY	SRA INVENTORY TEAM	SURVEYOR
CARSUMCO	August 21 - 23	ERNESTO ORTALIZ CELERINA CHING JILAH CADUNGON	G
CAT	August 24	ELIZABETH PORCIUNCULA RAHMAN DUNTON	G
SCISM	August 20	CELERINA CHING ARNOLD DE CASTRO	G
BSCI	August 20	JILAH CADUNGON ELIZABETH PORCIUNCULA ERNESTO ORTALIZ	H
CADPI	August 24 - 25	ARNOLD JACOBE ROMUALDO VIJANDRE ARNOLD DE CASTRO	H
PENSUMIL	August 21 - 23	RAHMAN DUNTON ARNULFO JACOBE	H

II. MINDANAO

MILL/REFINERY	SCHEDULE OF INVENTORY	SRA INVENTORY TEAM	SURVEYOR
BUSCO	August 23 - 24	ELISA LAO NELSON CACAYORIN MARIELIZ SIMAN VISION FAITH SANGALANG	I
CRYSTAL	August 20 - 22	DAISY DEPALUBOS VISION FAITH SANGALANG MARIELIZ SIMAN ROMUALDO VIJANDRE IV	I
DASUCECO	August 20	LUCIA LOPEZ ELISA LAO JOEL ARANETA NELSON CACAYORIN	J
COSUCECO	August 23	JOEL ARANETA LUCIA LOPEZ DAISY DEPALUBOS	J

Supervision:

MA. NATALIA R. TASIS
OIC SRED Luzon and Mindanao

III. VISAYAS

MILL/REFINERY	SCHEDULE OF INVENTORY	SURVEYOR	SRA INVENTORY TEAM
SAGAY	August 20, 2018	A	Jose Wilson Lamig Mark Anthony Nelmar
OPTION	August 20, 2018	A	Jose Wilson Lamig Mark Anthony Nelmar
LOPEZ	August 23 - 24, 2018	C	Consolacion Herrera Doroteo Liba Glenn Paul Libosada Wilmark Palacios
VMC	August 23-24, 2018	D	Jose Genaro B. Parroco Dareen Banaglorioso Mark Anthony Nelmar Ted Freilan Bantad
HPCo	August 23-24, 2018	A	Locelle Roquillas Regina Valencia Maria Faith Moreño Sharmaine Pineda
FIRST FARMERS	August 21, 2018	B	Maricris Rojo Sharmaine Pineda Mark Anthony Nelmar
CACI	August 21-22, 2018	C	Jose Wilson Lamig Doroteo Liba Wilmark Palacios Dareen Banaglorioso
BISCOM	August 21-22, 2018	D	Romeo Ombi-on Ted Freilan Bantad Keeshia Rose Nacion
SONEDCO	August 21-22, 2018	A	Joanel Elbanbuena Mary Angel Rose Aspera Glenn Paul Libosada
CAB	August 23, 2018	E	Francisco Banlaygas Elias Pangantihon Kherly Mae Baterna
URSUMCO	August 21 - 22, 2018	E	Elias Pangantihon Francisco Banlaygas Kherly Mae Baterna
TOLONG	August 24, 2018	E	Cecil Tuazon Francisco Banlaygas

CASA	August 22, 2018	B	Aniano Chavez Ivy Cababasay Ma. Lounie Maranan
PASSI	August 23, 2018	B	Ivy Cababasay Aniano Chavez Ma. Lounie Maranan
CAPIZ	August 24, 2017	B	Jerry Celo Ivy Cababasay Ma. Lounie Maranan
BOMEDCO	August 21, 2017	F	Berwin Buenconsejo Raphael Bautista
HISUMCO	August 23 -24, 2018	F	Berwin Buenconsejo Michelle Arlaine Arevalo

Supervision:

WILFREDO R. MONARES
OIC LMD/SRED - RD Visayas

NAME OF MILL: _____

LOCATION OF WAREHOUSE: _____

MILL PHYSICAL SUGAR STOCK INVENTORY
CROP YEAR 2017-2018

As of _____

	Bulk (Kg)	Bagged (LKg-Bag)
I. RAW SUGAR STOCK PRODUCED BY MILL	_____	_____
II. RAW SUGAR STOCK FROM OTHER SOURCES	_____	_____
a. From other Mill/s	_____	_____
b. Imported	_____	_____
TOTAL	=====	=====

We hereby certify that as per physical inventory of sugar stock at the mill warehouse of _____, the measurement of the bulk/bagged raw sugar herein are true and correct to the best of our knowledge.

PLANTERS/FEDERATIONS REPRESENTATIVE

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/ Title

Position/ Title

Position/ Title

MILL REPRESENTATIVE

SURVEYOR REPRESENTATIVE

SRA REPRESENTATIVE

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/ Title

Position/ Title

Position/ Title

Name in Print & Signature

Name in Print & Signature

Name in Print & Signature

Position/ Title

Position/ Title

Position/ Title

NAME OF MILL: _____

LOCATION OF WAREHOUSE: _____

RAW SUGAR OUTSTANDING QUEDAN INVENTORY
CROP YEAR 2017-2018

As of _____

(Quantity in Metric Tons)

CROP YEAR	"A"	"B"	"C"	"D"	"De"	"Dr"	"Dx"	Unquedanned	Total
2017 - 2018									
2016 - 2017									
2015 - 2016									
Total (MT)									
(LKg)									

We hereby certify that as per record of _____, the abovementioned volumes of outstanding raw sugar quedan-
permits as of date hereof are correct and true.

(Name of Mill Company)

Name in Print & Signature

Position / Title

NAME OF REFINERY: _____

REFINERY PHYSICAL SUGAR STOCK INVENTORY
CROP YEAR 2017-2018

As of _____

I. REFINED SUGAR STOCK	Volume (LKg - Bag)
1. From Raw Mill	
2. From Other Sources:	
a. From Other Mill/s	
b. Imported	
TOTAL	

We hereby certify that as per physical inventory of refined sugar stock at the mill warehouse of _____, the measurements of the bagged sugar are true and correct to the best of our personal knowledge.

REFINERY REPRESENTATIVE(S) SURVEYOR REPRESENTATIVE(S) SRA REPRESENTATIVE(S)

_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title
_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title
_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title

NAME OF REFINERY: _____

REFINERY BOOK INVENTORY
CROP YEAR 2017-2018

As of _____

VOLUME (LKg - Bag)	
A. REFINED SUGAR STOCK I. QUEDANNED 1. Refined Sugar from raw Mill covered by SRO 2. Refined sugar from other sources a. From Other Mill/s b. Imported TOTAL	
II. UNQUEDANNED 1. Refined sugar from raw Mill covered by SRO 2. Refined sugar from raw Mill not covered by SRO 3. Refined sugar from other sources a. From Other Mill/s b. Imported TOTAL	
QUEDANNED & UNQUEDANNED Grand Total	

We hereby certify that as per record of _____, the abovementioned volume of outstanding refined sugar quedan-permits as of date hereof are true and correct to the best of our personal knowledge.

Name of Refinery

By:

Name in Print & Signature

Position/Title

NAME OF MILL/REFINERY: _____

PHYSICAL RAW AND REFINED MOLASSES STOCK INVENTORY
CROP YEAR 2017 - 2018

TOTAL MOLASSES STOCK	VOLUME (M ³)	EQUIVALENT WEIGHT (MT)

We hereby certify that as per physical inventory of molasses stocks at the tanks of _____, the quantity of molasses stated herein and the measurements and analyses attached are true and correct to the best of our personal knowledge.

PLANTERS/FEDERATIONS REPRESENTATIVES

_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title

MILL REPRESENTATIVE(S)	SURVEYOR REPRESENTATIVE(S)	SRA REPRESENTATIVE(S)
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_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title

_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title

NAME OF MILL/REFINERY: _____

PHYSICAL MOLASSES STOCK INVENTORY
CROP YEAR 2017 - 2018

A. Data Measurement

TANK #	Diameter	Height	Sounding

Reading taken by: _____

B. Analyses

TANK #	Brix	% Pol	AP

Samples taken by: _____

Analyses performed by: _____

C. Results

TANK #	Volume	Specific Gravity	Weight (MT)

*Attached drawings, computations, etc.

NAME OF MILL/REFINERY: _____

OUTSTANDING MOLASSES CERTIFICATES
CROP YEAR 2017 - 2018

As of _____

Molasses Stock (in M.T.) _____

We hereby certify that as per records of _____, the
abovementioned volume of outstanding molasses certificates as of date hereof are true and correct to
the best of our knowledge.

Name of Refinery

By:

Name in Print & Signature

Position/Title

_____ Date

CERTIFICATION

To Whom It May Concern:

This is to certify that a physical sugar and molasses stock inventory was conducted in our presence by _____ at _____ on _____, as follows:

1.) No. of warehouse/s with Sugar: _____

Name of Warehouse	Location	Capacity (in LKg)	Stock (in LKg)
Raw:			
1.			
2.			
3.			
Refined:			
1.			
2.			
3.			

2.) No. of empty warehouse/s: _____

Name of Warehouse	Location	Capacity (in LKg)	
Raw:			
1.			
2.			
3.			
Refined:			
1.			
2.			
3.			

3.) Molasses

Tanks with contents:	Location	Capacity (in LKg)	Stock (in LKg)
Empty Tanks:			

CERTIFICATION

This certification is being issued pursuant to Circular Letter No. _____, series of 2017 - 2018 as witnesses to the said inventory.

PLANTERS' ASSOCIATION/ COOPERATIVE REPRESENTATIVE(S)

_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title

MILL / REFINERY REPRESENTATIVE(S)

_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title

SURVEYOR REPRESENTATIVE(S)

_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title

SRA REPRESENTATIVE(S)

_____ Name in Print & Signature	_____ Name in Print & Signature	_____ Name in Print & Signature
_____ Position/ Title	_____ Position/ Title	_____ Position/ Title