

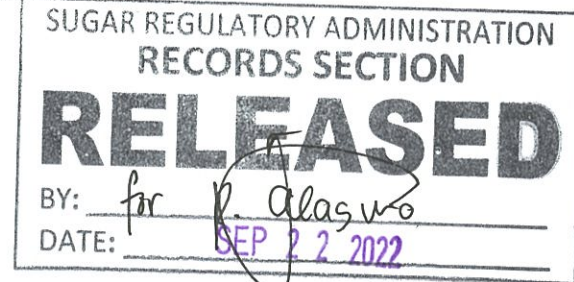


Republic of the Philippines  
Department of Agriculture  
**SUGAR REGULATORY ADMINISTRATION**  
Sugar Center Bldg., North Avenue, Diliman, Quezon City, Philippines 1101  
TIN 000-784-336  
Website: <http://www.sra.gov.ph>  
Email Address: [srahead@sra.gov.ph](mailto:srahead@sra.gov.ph)  
Tel. No.: (632)8929-3633, (632)3455-2135, (632)3455-3376

MEMO-REG-LAB/ILS-2022-Sep-004

September 17, 2022

**MEMORANDUM CIRCULAR NO. 2**  
Series of 2022



**TO : ALL CONCERNED SRA OFFICIALS AND PERSONNEL**

**FROM : DAVID JOHN THADDEUS P. ALBA**  
Administrator

**SUBJECT: GUIDELINES GOVERNING THE IMPLEMENTATION OF THE SUGAR SAFETY MODEL IN STRENGTHENING THE NATIONAL FOOD CONTROL SYSTEM OF THE SUGAR REGULATORY ADMINISTRATION**

### Section I. Policy Statement

The Republic Act 10651, otherwise known as the Sugarcane Industry Development Act of 2015 (SIDA 2015), provides for establishing a supply chain monitoring system from sugarcane to sugar at the retail level to ensure the sufficiency and safety of sugar. The aforementioned provision of SIDA 2015 requires formulating policies and programs for addressing the sugar safety risks and developing appropriate standards and control measures to strengthen the scientific basis of the regulatory system.

The SRA Memorandum Order No. 4 series of 2022 directs the adoption and integration of the Sugar Safety Model to strengthen the organization's national food control system by developing and implementing sustainable sugar safety initiatives.

### Section II. Objectives

This Guideline shall have the following objectives:

1. To formulate industry-specific interventions appropriate for the sugar supply chain instigated at the national down to the regional level.
2. To delineate the responsibilities to the competent departments corresponding to their functional objectives in the organization.
3. To strengthen the coordination and collaboration between and among departments in implementing the sugar safety initiatives.



Management System  
ISO 9001:2015



www.tuv.com  
ID 9105085567

*A food-secure and resilient Philippines  
with empowered and prosperous farmers and fisherfolk*





### Section III. Definition of Terms

For this Guideline, the following terms shall be defined as follows:

1. **Food Supply Chain** - refers to all stages in the production of food from primary production, post-harvest handling, distribution, processing and preparation for human consumption.
2. **Primary production** - refers to all stages in sugarcane production or growing, including harvesting.
3. **Post-harvest handling** - refers to stages in the supply chain involving the minimal transformation of the sugarcane after primary production, such as cutting.
4. **Processing** - refers to any action that substantially alters the sugarcane, including but not limited to extraction and other processes to produce sugar.
5. **Distribution** - involves sugar traders, wholesalers, repackers and retailers.

### Section IV. Scope and Coverage

This Guideline shall cover the following offices of the Sugar Regulatory Administration:

1. Regulation (RD)
  - a. Laboratory Services Division
  - b. Licensing & Monitoring Division
  - c. Sugar Regulation & Enforcement Division
2. Research, Development & Extension (RDE)
  - a. Agro-Allied Research Division
  - b. Agricultural Research Division
  - c. Extension Services Division
3. Planning, Policy and Special Projects Department (PPSPD)
4. Legal Department (Legal)

### Section V. Functions and Responsibilities

The Responsible Departments shall propose and implement activities corresponding to the strategic actions related to the sugar safety model's five (5) components toward attaining its success indicators as stipulated under Memorandum Order No. 4 Series of 2022.

| <b>Primary Production and Post-harvest Handling</b> |                               |
|---|-------------------------------|
| <b>Component</b>                                    | <b>Responsible Department</b> |
| Policy and Legal Framework                          | RDE, PPSPD & Legal            |
| Control Management                                  | RDE                           |
| Risk-based Sugar Inspection                         | RDE                           |
| National Laboratory System                          | RDE                           |
| Sugar Safety Communication and Education            | RDE                           |



| <b>Processing and Distribution</b>       |                               |
|--|-------------------------------|
| <b>Component</b>                         | <b>Responsible Department</b> |
| Policy and Legal Framework               | RD, PPSPD & Legal             |
| Control Management                       | RD                            |
| Risk-based Sugar Inspection              | RD                            |
| National Laboratory System               | RD                            |
| Sugar Safety Communication and Education | RD                            |

### **Section VI. Food Safety Unit (FSU)**

In compliance with Department of Agriculture Memorandum Order No. 11 series of 2021 on the establishment of a Food Safety Unit in Food Safety Regulatory Agencies, the following shall compose SRA's Food Safety Unit:

|                         |  |
|-------------------------|--|
| Program Overseer        | Deputy Administrator II for Regulation<br>Deputy Administrator II for Research, Development and Extension  |
| Focal Person            | Designated SRA Representative<br>DA Food Safety Focal Group  |
| Sugar Safety Officers   | Division Chiefs, RD or its Designated Representative <ol style="list-style-type: none"> <li>1. Laboratory Services Division</li> <li>2. Licensing &amp; Monitoring Division</li> <li>3. Sugar Regulation &amp; Enforcement Division</li> </ol> Division Chiefs, RDE or its Designated Representative <ol style="list-style-type: none"> <li>1. Agro-Allied Research Division</li> <li>2. Agricultural Research Division</li> <li>3. Extension Services Division</li> </ol> |
| Legal Officers          | Manager III, Legal Department<br><br>Designated Alternate Member   |
| Planning Representative | Manager III, Planning, Policy & Special Projects Department<br><br>Designated Alternate Member   |
| Secretariat             |  |

### **Section VIII. Monitoring**

The FSU shall oversee the implementation of this Guideline and ensure collaboration and coordination of all sugar safety initiatives in the organization.

### **Section IX. Funding Support**

Funding support related to sugar safety initiatives shall be shouldered by the department concerned through their respective budget.

### **Section X. Effectivity**

This Guideline shall take effect immediately and for immediate execution by concerned SRA officers and personnel.