



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

Tel No. (632) 8929-3633, (632) 3455-2135, (632) 3455-3376

REGULATORY ADMINISTRATION
RECORDS SECTION

RELEASED

JUL 14 2023

MEMO-REG-SRE-2023-Jul-001

July 10, 2023

CIRCULAR LETTER NO. 34
Series of 2022 - 2023

SUBJECT: PHYSICAL SUGAR STOCK, MOLASSES AND QUEDAN-PERMITTS INVENTORY

The inventory of sugar stocks, molasses and quedan-permits of CY 2022 - 2023 and previous crop years shall be conducted in all operating sugar mills/refineries on August 14 - 18, 2023 pursuant to the policy of the Sugar Regulatory Administration (SRA) to undertake periodic assessment of the CY 2022 - 2023 sugar/molasses production and withdrawals. The inventory of sugar stock, molasses, and quedan - permits shall be done in accordance with the following guidelines:

1. A private surveyor, hired by the Sugar Regulatory Administration (SRA) shall conduct the physical sugar and molasses inventory in the presence of an Inventory Team (IT) created for the purpose.

2. The Inventory Team (IT) referred to above which will witness the inventory for each sugar mill/refinery company shall be composed as follows:

2a. 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.

2b. As 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.

3. Upon completion of the physical inventory as certified to by the respective authorized representatives and the submission of the final report, SRA, only after validating the results and on the condition that the manner by which the inventory was conducted had been faithfully executed, shall pay the Private Surveyor the actual cost of the surveying services. The SRA, on the other hand, shall bill the concerned mill/refinery companies the cost of the surveying services. Should there be additional warehouses and molasses tanks other than those already declared prior to the issuance of this Circular Letter, the cost shall be directly billed to the mill concerned by the private surveyor and duly noted by the SRA regulation officer assigned thereat.



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3a. The IT, as witness, shall issue the herein attached pertinent Certification Forms (SRA Inventory Forms A to G) certifying that a physical sugar and molasses stock inventory was conducted on the scheduled date, and that each measurement was taken in the presence of the witnesses, and further that, the specific dimensions and resultant volumes are and correct to their 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 personal knowledge."

Signed:

4. There shall be no withdrawal of raw sugar and/or refined sugar and molasses from all mill/refinery warehouses/storage tanks for 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.

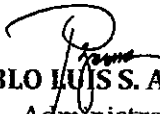
5. The result of the physical sugar stock and molasses inventory and the sugar quedan-permit inventory (to be reflected in the attached SRA forms and duly accomplished and certified to by the concerned mill/refinery companies) shall be submitted by the Private Surveyor to the SRA Regulation Officers assigned at the mills/refineries, who in turn will submit the same to the Regulation Department (RD), SRA, Quezon City within fifteen (15) calendar days counted from the start of the physical sugar and molasses stock inventory.

6. The Private Surveyor as well as the mill/refinery company shall keep the SRA, and all its officials and employees free and harmless against any and all claims, loss, damage, injury, cost charges, or liability arising out or in any way connected with the inventory.

7. In the event that there shall be no interested or hired Private Surveyor to conduct the stock inventory, automatically, the assigned authorized SRA Representative being the Team Leader shall execute the stock taking in the presence and assistance of the authorized representatives of the mill/refinery company and planters' associations/cooperatives/federations, as the case may be.

8. All sugar mills are required to submit to the Regulation Department (RD)-SRA a listing of all outstanding quedan-permits as of **August 31, 2023**.

Strict compliance of all concerned is hereby enjoined.


PABLO LUIS S. AZCONA
Administrator

Encl: as stated

July 10, 2023

CIRCULAR LETTER NO. 72
Series of 2022 - 2023

**SUBJECT: PHYSICAL SUGAR STOCK, MOLASSES AND QUEDAN-PERMITTS
INVENTORY**

The inventory of sugar stocks, molasses and quedan-permits of CY 2022 - 2023 and previous crop years shall be conducted in all operating sugar mills/refineries on August 14 - 18, 2023 pursuant to the policy of the Sugar Regulatory Administration (SRA) to undertake periodic assessment of the CY 2022 - 2023 sugar/molasses production and withdrawals. The inventory of sugar stock, molasses, and quedan - permits shall be done in accordance with the following guidelines:

1. A private surveyor, hired by the Sugar Regulatory Administration (SRA) shall conduct the physical sugar and molasses inventory in the presence of an Inventory Team (IT) created for the purpose.
2. The Inventory Team (IT) referred to above which will witness the inventory for each sugar mill/refinery company shall be composed as follows:
 - 2a. 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.
 - 2b. As 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.
3. Upon completion of the physical inventory as certified to by the respective authorized representatives and the submission of the final report, SRA, only after validating the results and on the condition that the manner by which the inventory was conducted had been faithfully executed, shall pay the Private Surveyor the actual cost of the surveying services. The SRA, on the other hand, shall bill the concerned mill/refinery companies the cost of the surveying services. Should there be additional warehouses and molasses tanks other than those already declared prior to the issuance of this Circular Letter, the cost shall be directly billed to the mill concerned by the private surveyor and duly noted by the SRA regulation officer assigned thereat.

3a. The IT, as witness, shall issue the herein attached pertinent Certification Forms (SRA Inventory Forms A to G) certifying that a physical sugar and molasses stock inventory was conducted on the scheduled date, and that each measurement was taken in the presence of the witnesses, and further that, the specific dimensions and resultant volumes are and correct to their 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 personal knowledge."

Signed:

4. There shall be no withdrawal of raw sugar and/or refined sugar and molasses from all mill/refinery warehouses/storage tanks for 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.

5. The result of the physical sugar stock and molasses inventory and the sugar quedan-permit inventory (to be reflected in the attached SRA forms and duly accomplished and certified to by the concerned mill/refinery companies) shall 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 fifteen (15) calendar days counted from the start of the physical sugar and molasses stock inventory.



6. The Private Surveyor as well as the mill/refinery company shall keep the SRA, and all its officials and employees free and harmless against any and all claims, loss, damage, injury, cost charges, or liability arising out or in any way connected with the inventory.

7. In the event that there shall be no interested or hired Private Surveyor to conduct the stock inventory, automatically, the assigned authorized SRA Representative being the Team Leader shall execute the stock taking in the presence and assistance of the authorized representatives of the mill/refinery company and planters' associations/cooperatives/federations, as the case may be.

8. All sugar mills are required to submit to the Regulation Department (RD)-SRA a listing of all outstanding quedan-permits as of **August 31, 2023.**

Strict compliance of all concerned is hereby enjoined.

Encl: as stated


PABLO LUIS S. AZCONA
Administrator 

PHYSICAL SUGAR and MOLASSES STOCK INVENTORY
Crop Year 2022-2023
August 14 to 18, 2023

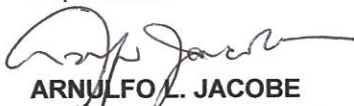
I. LUZON

MILL/REFINERY	DATE OF INVENTORY	SRA INVENTORY TEAM	SURVEYOR
URC-CARSUMCO	August 16 to 18, 2023	Nelson V. Cacayorin Antonino Santos John Paul D. Antes Jophany Pablo	G
CAT	August 14, 2023	Celerina G. Ching John Paul D. Antes Rahman B. Dunton Antonino Santos	G
URC-SURE Balayan	August 15, 2023	Jilah S. Cadungon Nelson V. Cacayorin Arnold A. De Castro John Randolph Valiente	H
CADPI	Aug. 16, 2023	Arnold A. De Castro Celerina G. Ching Rondell Ray Manjarres Harold Mira	H
PENSUMIL	August 16 to 18, 2023	Rahman B. Dunton Elizabeth M. Porciuncula Jilah S. Cadungon Danilo D. Garcia	H

II. MINDANAO

MILL/REFINERY	DATE OF INVENTORY	SRA INVENTORY TEAM	SURVEYOR
BUSCO	August 14 to 15, 2023	Romualdo B. Vijandre IV Ruddi Chris L. Caintic Marieliz M. Siman	I
CRYSTAL	August 16 to 17, 2023	Daisy R. Depalubos Maria Natalia R. Tasis Lucia M. Lopez Lisette C. Pineda	I
DASUCECO	August 18, 2023	Lucia M. Lopez Daisy R. Depalubos Maria Natalia R. Tasis Lisette C. Pineda	J
COSUCECO	August 17, 2023	Ruddi Chris L. Caintic Romualdo B. Vijandre IV Marieliz M. Siman	J

Supervision:


ARNULFO L. JACOBE

Chief SPRO - SRED Luzon & Mindanao

Noted by:


ATTY. GUILLERMO C. TEJIDA, III

Deputy Administrator II for Regulations



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Department of Agriculture

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Physical Sugar and Molasses Stock Inventory

Crop Year 2022-2023

August 14-18, 2023

I. VISAYAS

MILL/REFINERY	DATE OF INVENTORY	SRA INVENTORY TEAM	SURVEYOR
SAGAY	August 14, 2023	Doroteo S. Liba Mark Anthony L. Nelmar	A
OPTION	August 15, 2023	Doroteo S. Liba Mark Anthony L. Nelmar	A
LOPEZ	August 17-18, 2023	Berwin L. Buenconsejo Doroteo S. Liba Marvin T. Rubio	C
VMC	August 17-18, 2023	Enrico G. Sobremisana Jr. Mark Anthony L. Nelmar Dareen D. Banaglorioso	D
HPCO	August 16, 2023	Dareen D. Banaglorioso Enrico G. Sobremisana Jr.	A
FIRST FARMERS	August 14, 2023	Dareen D. Banaglorioso Enrico G. Sobremisana Jr.	B
URC- LA CARLOTA	August 14-15, 2023	Marvin T. Rubio Neilmar John M. Tulbo Berwin L. Buenconsejo	C
BISCOM	August 15-16, 2023	Glenn Paul G. Libosada Felip Rene M. Chin	D
SONEDCO	August 17-18, 2023	Neilmar John M. Tulbo Felip Rene M. Chin Glenn Paul G. Libosada	A
URSUMCO	August 14, 2023	Maria Faith C. Moreno Ted Freilan N. Bantad	E
CAB	August 15-16, 2023	Ted Freilan N. Bantad Maria Faith C. Moreno	E
HDJ-TOLONG	August 17, 2023	Cecil P. Tuazon	





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HDJ-BAYAWAN	August 18, 2023	Cecil P. Tuazon	E
CASA	August 17, 2023	Ivy C. Cababasay Elizabeth C. Celestial	B
URC-PASSI	August 18, 2023	Elizabeth C. Celestial Ivy C. Cababasay	B
CAPIZ	August 16, 2023	Mila C. Sira Elizabeth C. Celestial	B
HISUMCO	August 17-18, 2023	Jerry C. Celo Nimrod Nathan H. Layague	F

Supervision:


NORMEL L. FAJARITO
Chief SPRO – Visayas

Noted by:


WILFREDO R. MONARES
Manager III
Regulation Department – Visayas


ATTY. GUILLERMO C. TEJIDA III
Deputy Administrator II for Regulation



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NAME OF MILL: _____

LOCATION OF WAREHOUSE: _____

MILL PHYSICAL SUGAR STOCK INVENTORY
CROP YEAR 2022 - 2023

As of _____

I. RAW SUGAR STOCK PRODUCED BY MILL	STOCK	Bulk (Kg)	Bagged (LKg-Bag)
		_____	_____
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/COOPERATIVES/FEDERATIONS REPRESENTATIVE

Name in Print & Signature

Position/ Title

MILL REPRESENTATIVE(S)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

SURVEYOR REPRESENTATIVE(S)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

SRA REPRESENTATIVE(S)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

NAME OF MILL: _____

LOCATION OF WAREHOUSE: _____

RAW SUGAR OUTSTANDING QUEDAN INVENTORY
CROP YEAR 2022 - 2023

As of _____

(Quantity in Metric Tons)

CROP YEAR	"A"	"B"	"C"	"D"	"De"	"Dr"	"Dx"	Unque danned	Total
2022 – 2023									
2021 – 2022									
2020 – 2021									
2019 – 2020									
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 true and correct

(Name of Mill Company)

By:

Name in Print & Signature

Position / Title

NAME OF REFINERY: _____

REFINERY PHYSICAL SUGAR STOCK INVENTORY
CROP YEAR 2022 - 2023

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)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

SURVEYOR REPRESENTATIVE(S)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

SRA REPRESENTATIVE(S)

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

Name in Print & Signature

Position/ Title

NAME OF REFINERY: _____

REFINERY BOOK INVENTORY
CROP YEAR 2022 - 2023

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 2022 – 2023

TOTAL MOLASSES STOCK	VOLUME (M³)		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/COOPERATIVES/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)
_____ 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 MILL/REFINERY: _____

PHYSICAL MOLASSES STOCK INVENTORY
CROP YEAR 2022 - 2023

A. Data Measurement

TANK NO.	Diameter		Height	Sounding

Reading taken by: _____

B. Analyses

TANK NO.	Brix	% Pol	AP

Samples taken by: _____

Analyses performed by: _____

C. Results

TANK NO.	Volume		Specific Gravity	Weight (MT)

*Attached drawings, computations, etc.

NAME OF MILL/REFINERY: _____

OUTSTANDING MOLASSES CERTIFICATES
CROP YEAR 2022 – 2023

As of _____

MOLASSES STOCK (IN METRIC TONS)	
---------------------------------	--

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

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 2022 – 2023 as witnesses to the said inventory.

PLANTERS/COOPERATIVE/FEDERATIONS 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