

REGULATION DEPARTMENT

(Visayas)

LICENSING & MONITORING DIVISION (LMD)

SUGAR REGULATION & ENFORCEMENT DIVISION (SRED)

Functional Statement: REGULATION DEPARTMENT—Visayas

Enforces/implements SRA policies, rules and regulations pertaining to production, importation and exportation, withdrawals and disposition of sugar and sugar by-products in Visayas.

LICENSING AND MONITORING DIVISION (LMD)

- ▶ Issues licenses to sugar mills/ refineries and traders (sugar/molasses/muscovado) situated in Visayas and near provinces.
- ▶ Monitors warehouses processors/exporters under the Customs Bonded Warehouses (CBW) in Visayas region.
- ▶ Serves as industry community expert at the BOC located in Visayas to monitor sugar (and by products, e.g. molasses) and sugar products (premix sugars).

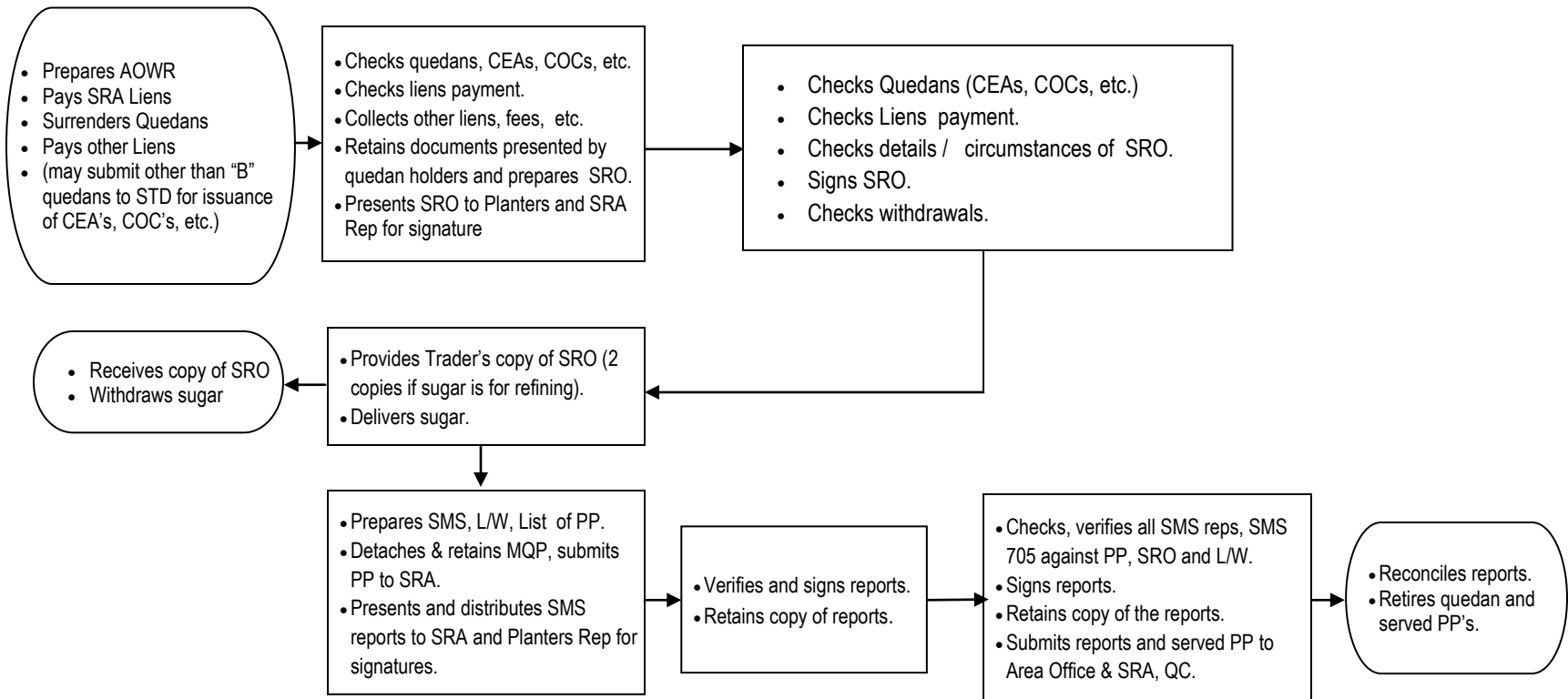
SUGAR REGULATION AND ENFORCEMENT DIVISION (SRED)

- ▶ Enforces SRA sugar policies, rules & regulations pertaining to production (and importation), withdrawals and disposition of sugar (and sugar by products) in operating sugar mills and refineries in Visayas, especially Negros and Panay, including ports for coastwise sugar movement.
- ▶ Verifies from SMS sugar monitoring system of all mills/refineries and provides timely and accurate information on sugar production, withdrawals, stock balances and prices.
- ▶ Controls sugar and molasses with emphasis on quedanning, sugar and molasses releases/transfers and physical stocks inventory.
- ▶ Collects sugar liens and monitoring fees.
- ▶ Certifies mills' sugar and molasses samples for laboratory analysis to SRA.

REGULATION DEPARTMENT
Sugar Regulation & Enforcement Division (SRED)—Visayas

Processing Sugar Withdrawals and Verification of Sugar Release Order (SRO)

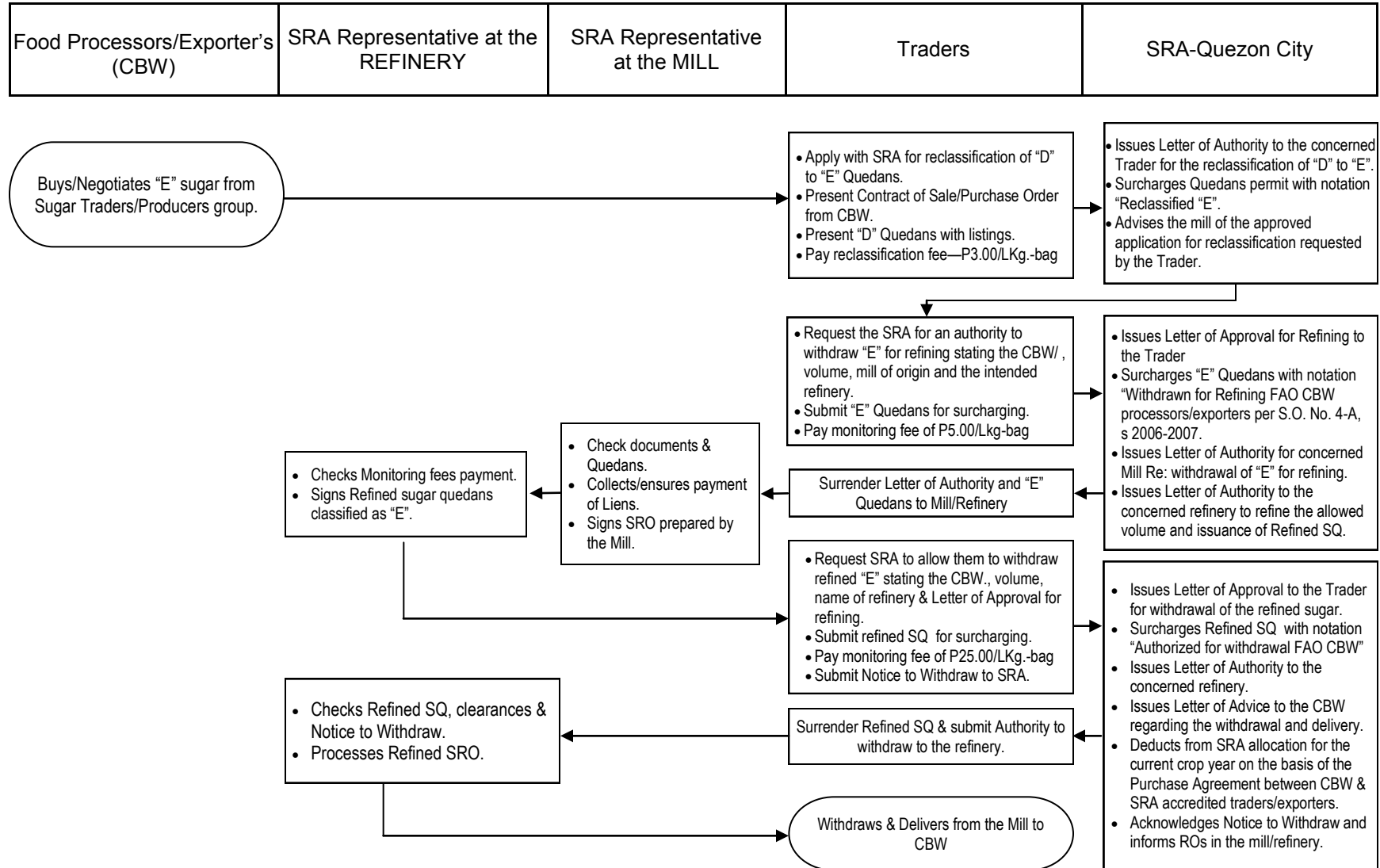
QUEDAN HOLDER (Traders, Coops, Planters, etc.)	SUGAR MILL			SRA
	MILL REPRESENTATIVE	PLANTER'S REPRESENTATIVE	SRA REPRESENTATIVE	



Legend:
 STD—Sugar Transaction Division
 AOWR – Abstract of Official Warehouse Receipts
 L/W – Ledger of Withdrawals
 PP – Permit Portion
 MQP – Mill Quedan Portion

**REGULATION DEPARTMENT
Sugar Regulation & Enforcement Division (SRED)—Visayas**

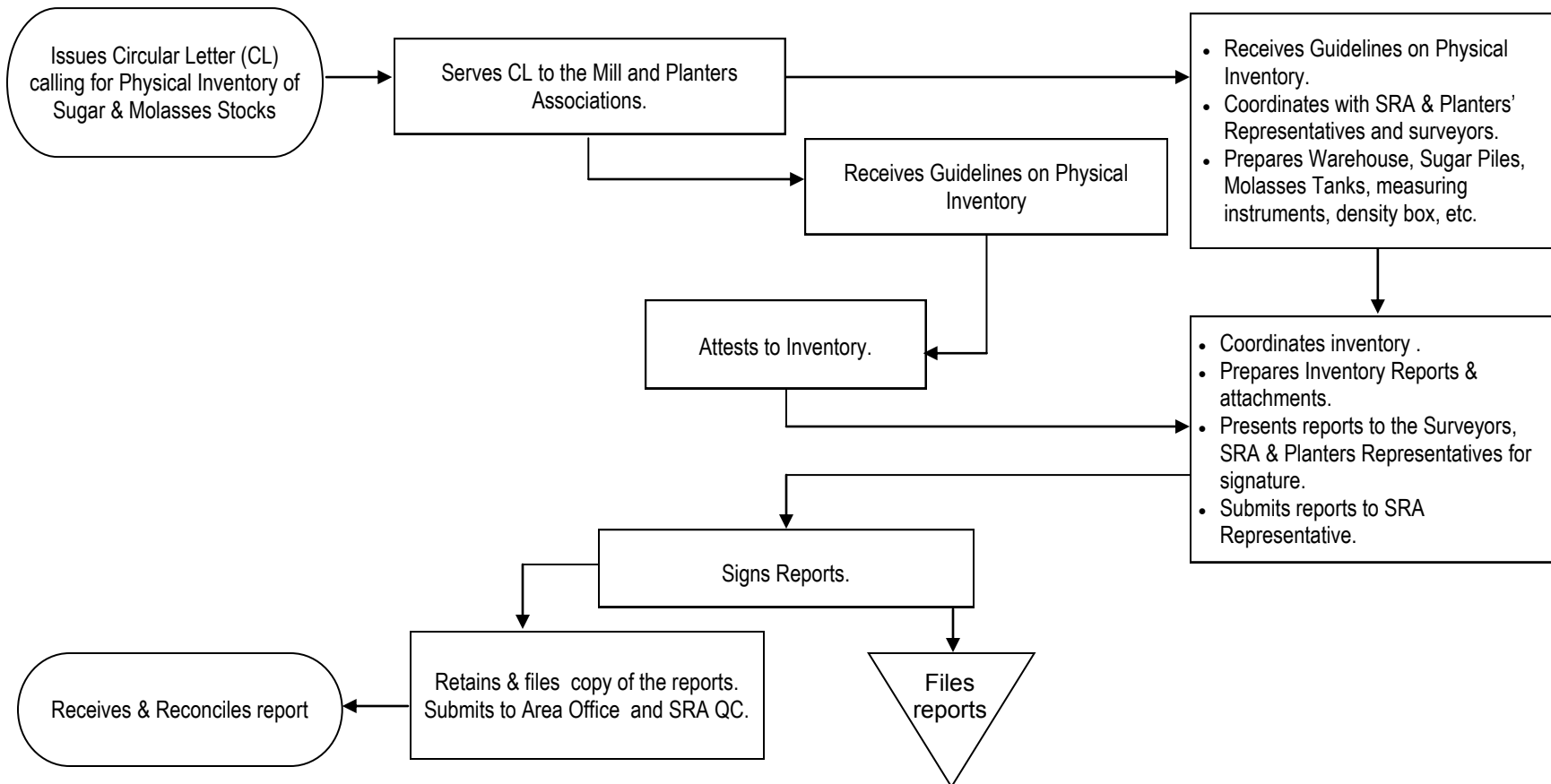
Processing of “D” Sugar to “E” Sugar



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Sugar Regulation & Enforcement Division (SRED)—Visayas**

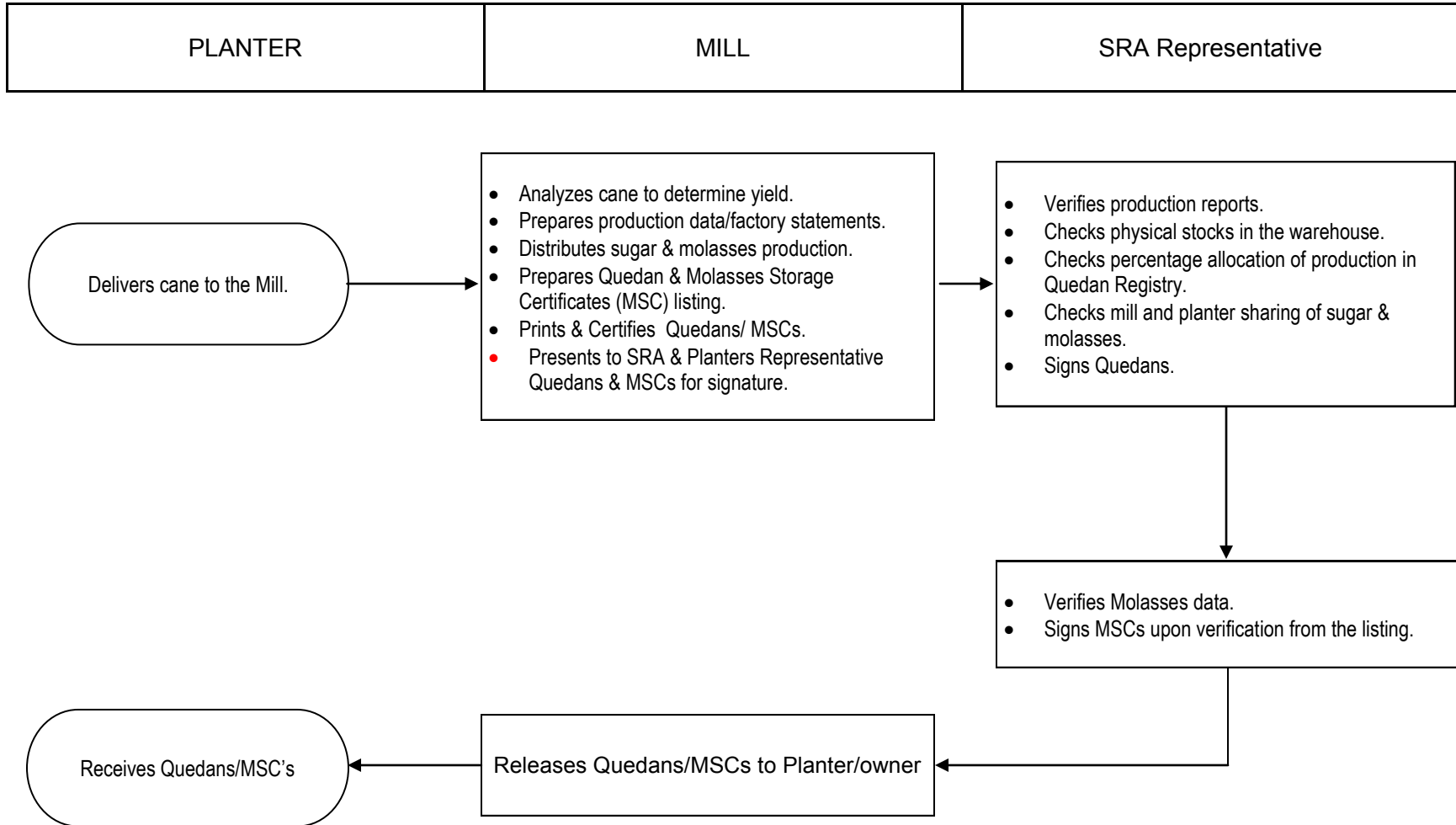
Physical Inventory of Sugar and Molasses

SRA	SRA Representative	Planter's Association Representative	Mill Representative
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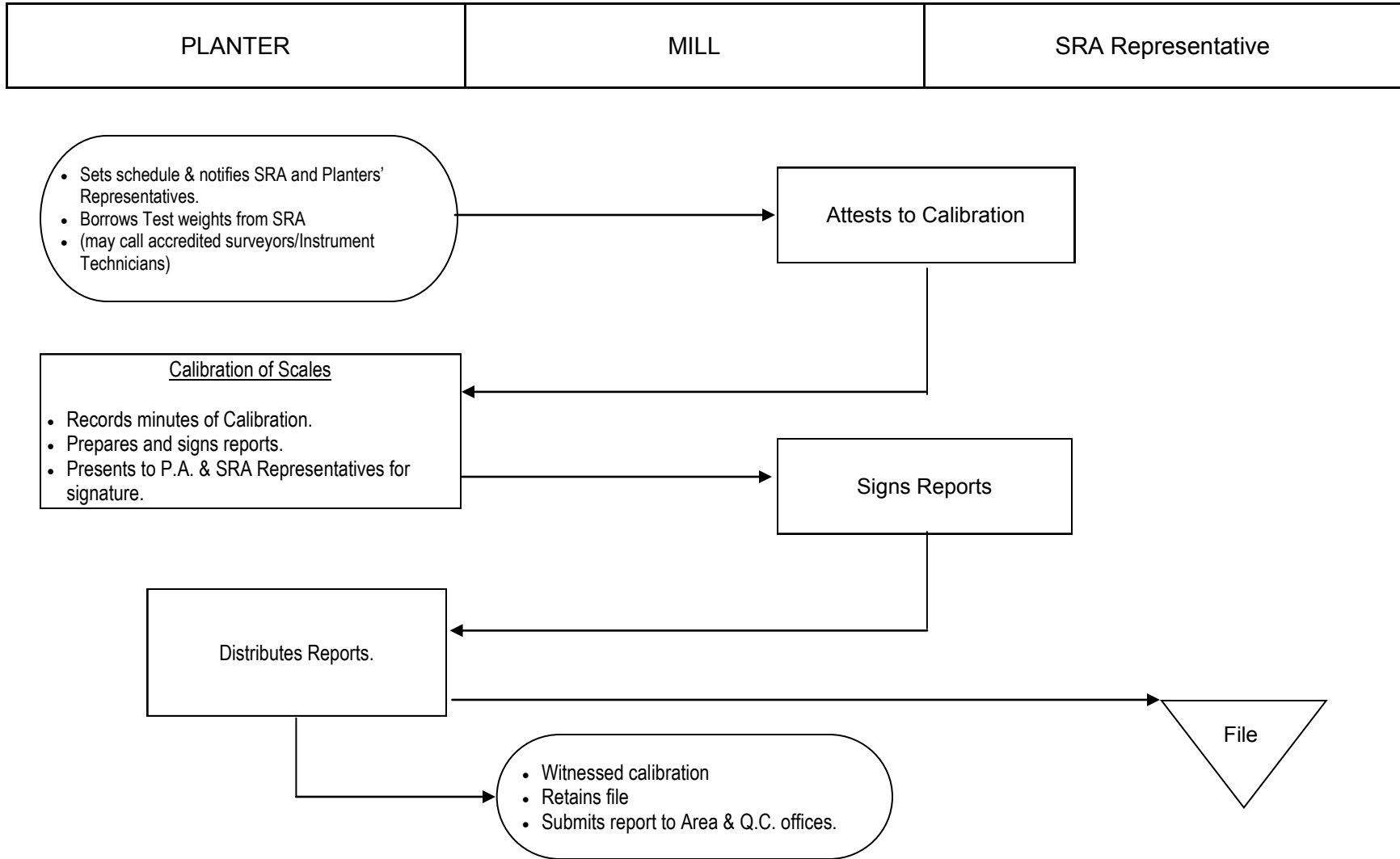
REGULATION DEPARTMENT
Sugar Regulation & Enforcement Division (SRED)—Visayas

Attestation of Sugar Quedans & Molasses Storage Certificates



**REGULATION DEPARTMENT
Sugar Regulation & Enforcement Division (SRED)—Visayas**

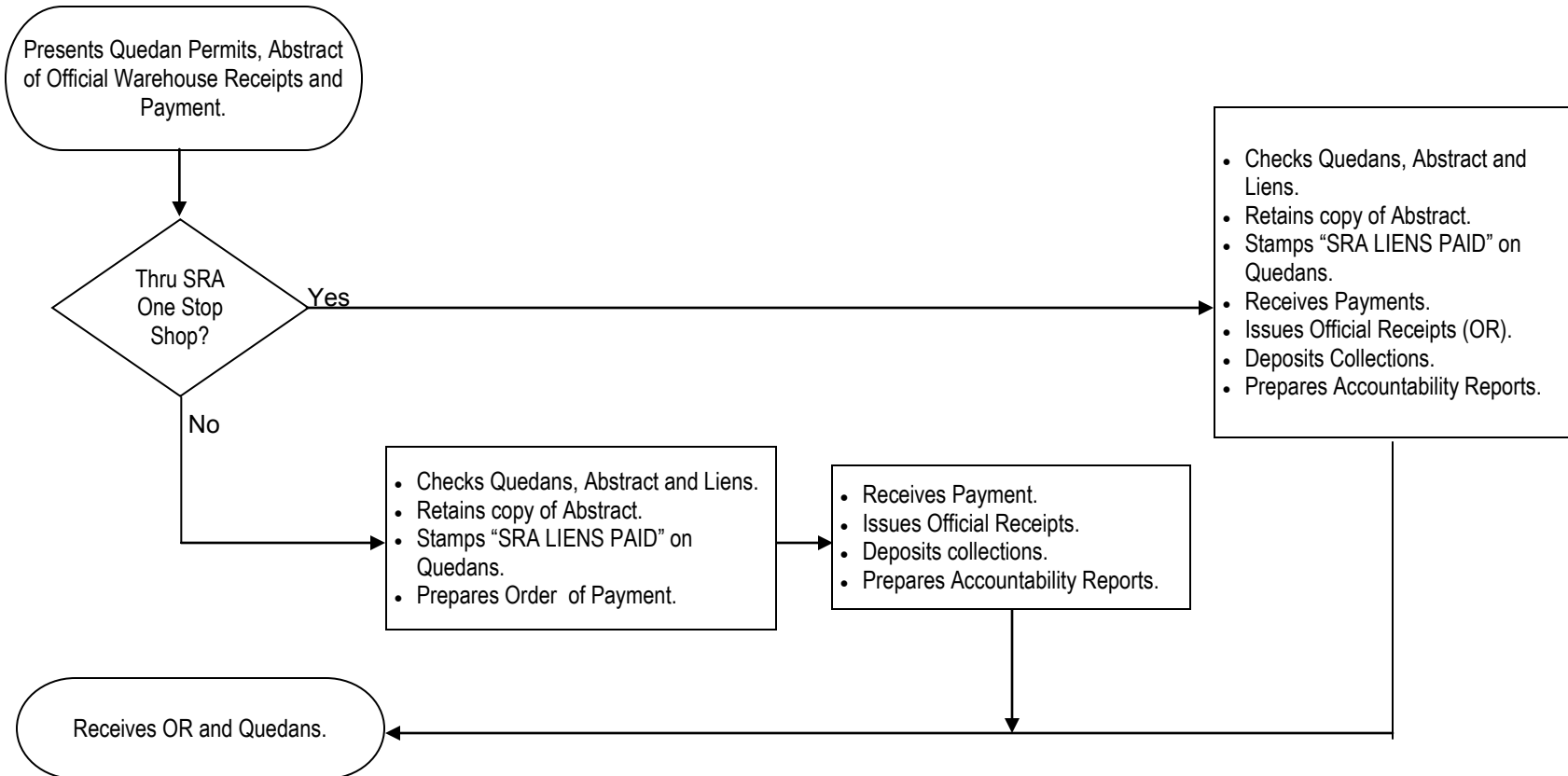
Calibration of Scales and Other Balances



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Sugar Regulation & Enforcement Division (SRED)-Visayas

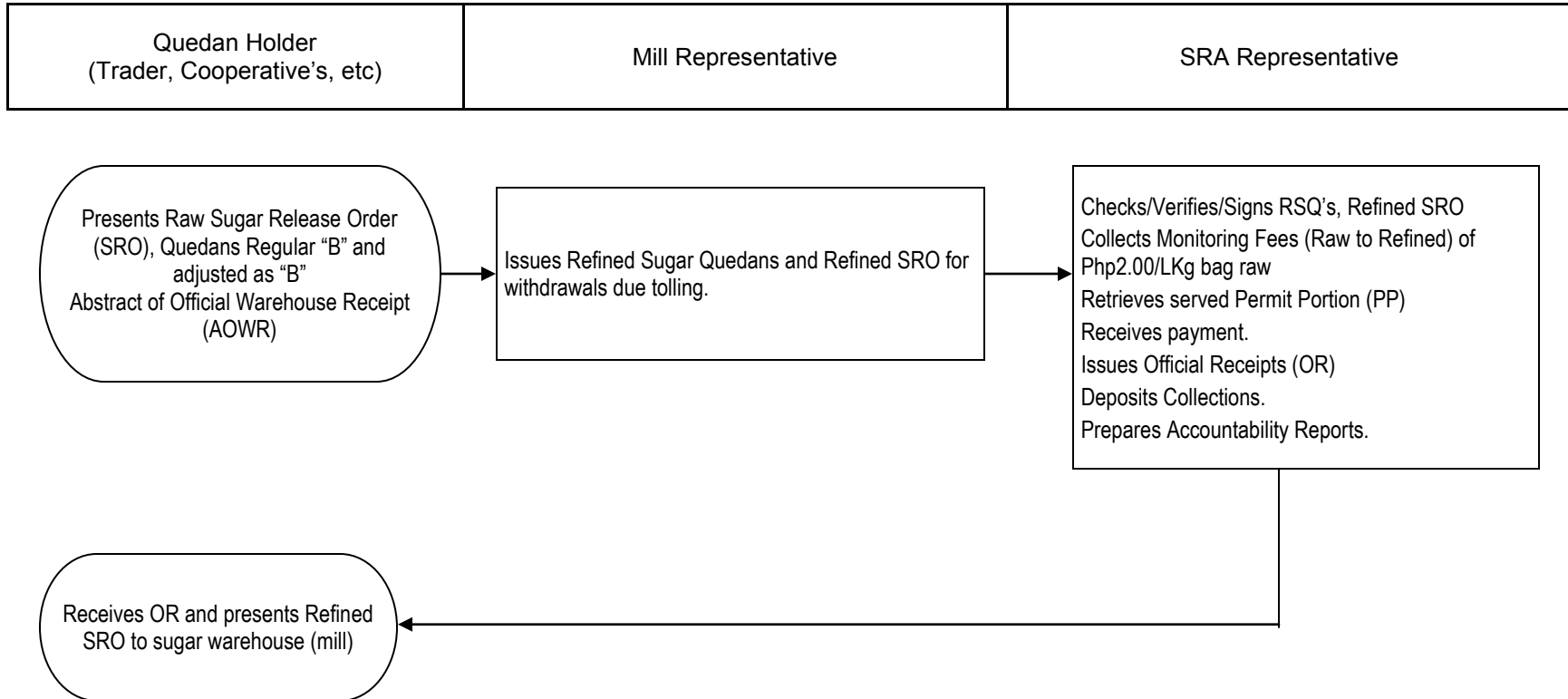
Verification of SRA Monitoring Fees (Raw)

Quedan Holder	SRA		Deputized Collecting SPRO at the Mill
	SRED Verification	Treasury	



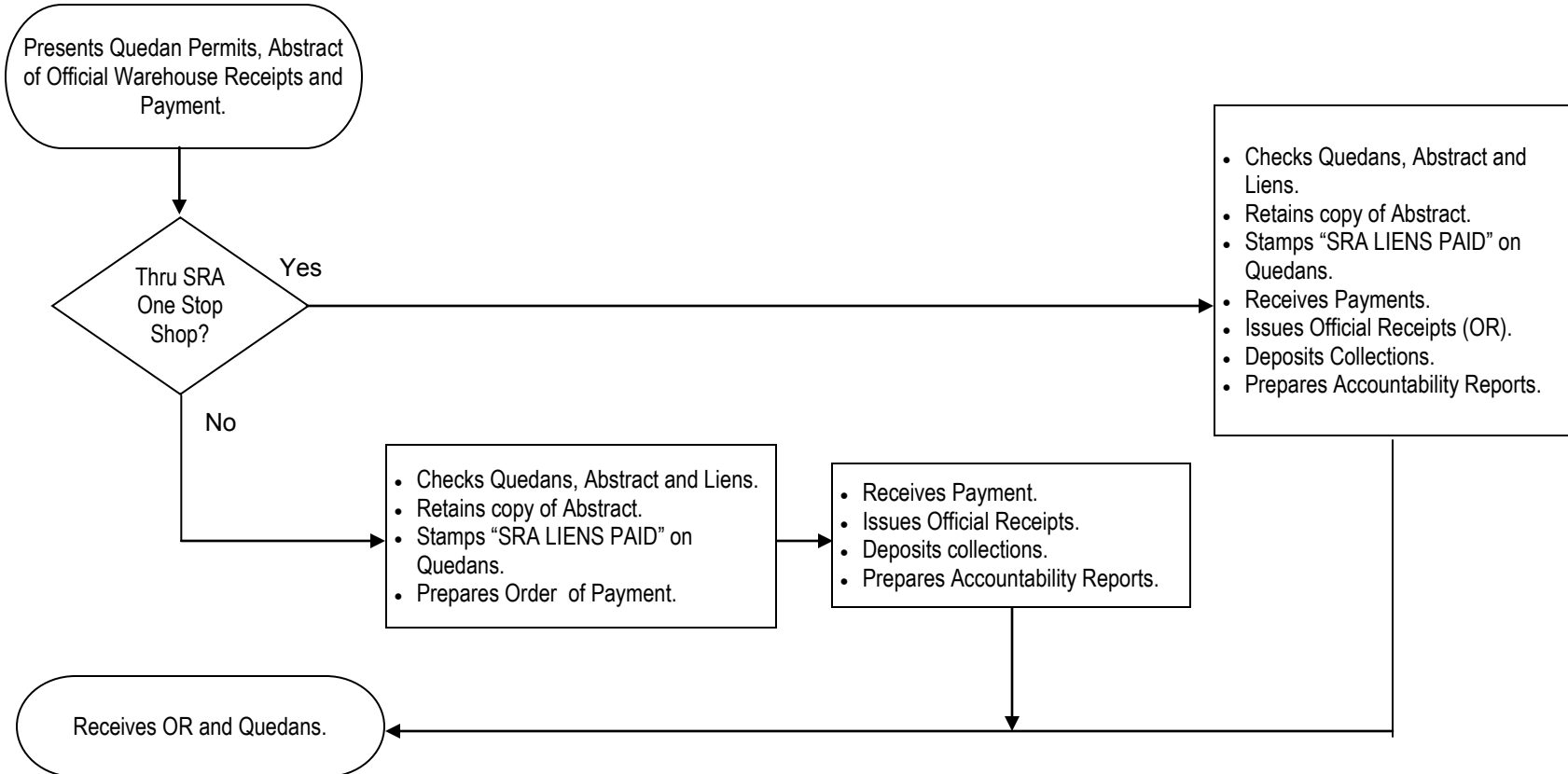
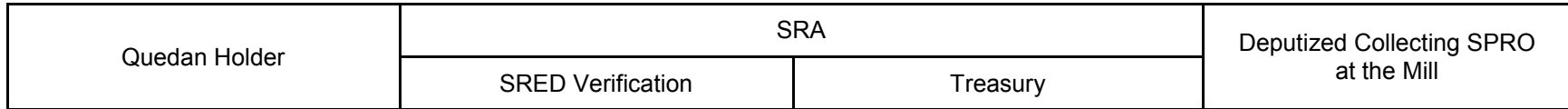
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Sugar Regulation & Enforcement Division (SRED)-Visayas

Verification of SRA Monitoring Fees (Refined)



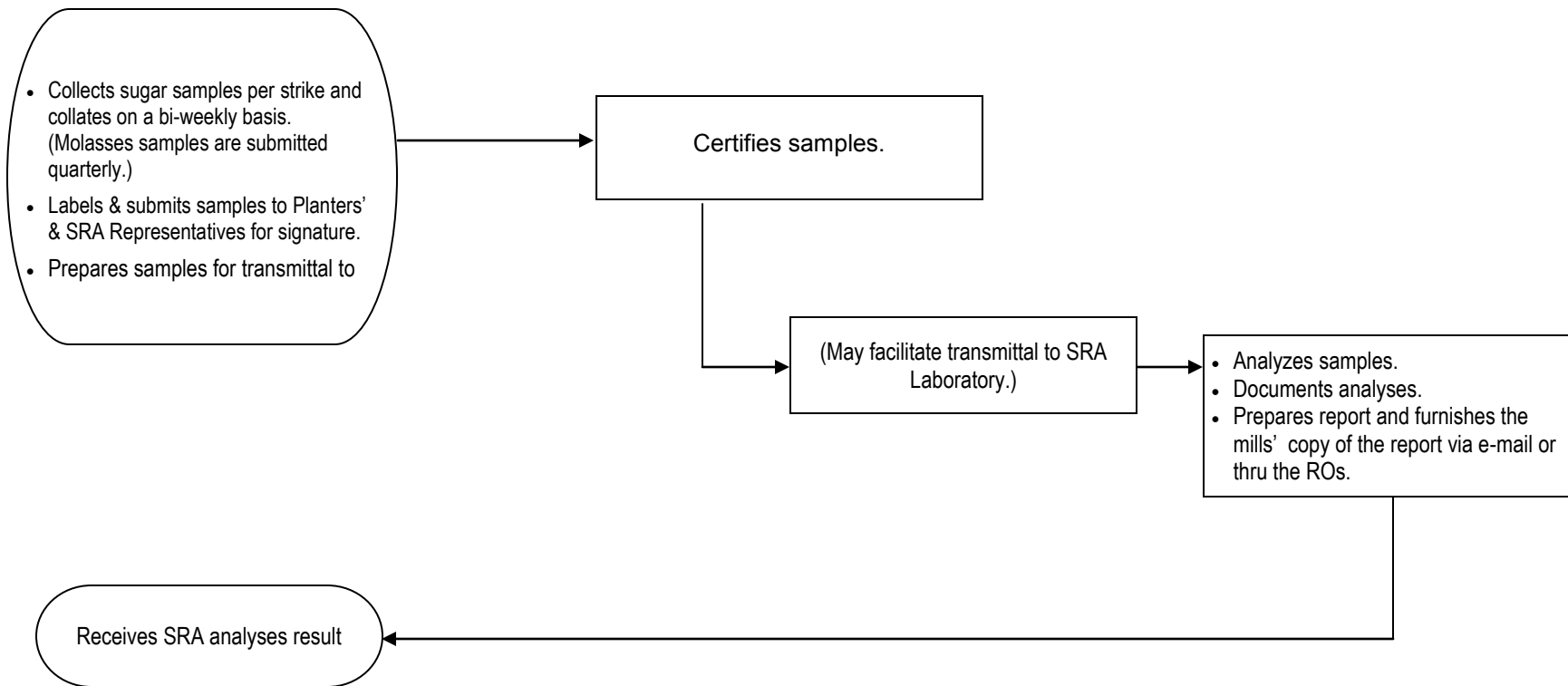
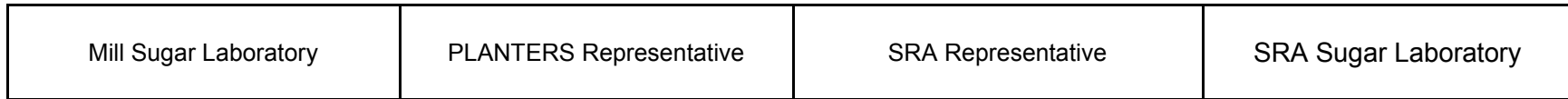
**REGULATION DEPARTMENT
Sugar Regulation & Enforcement Division (SRED)—Visayas**

Verification of SRA Liens



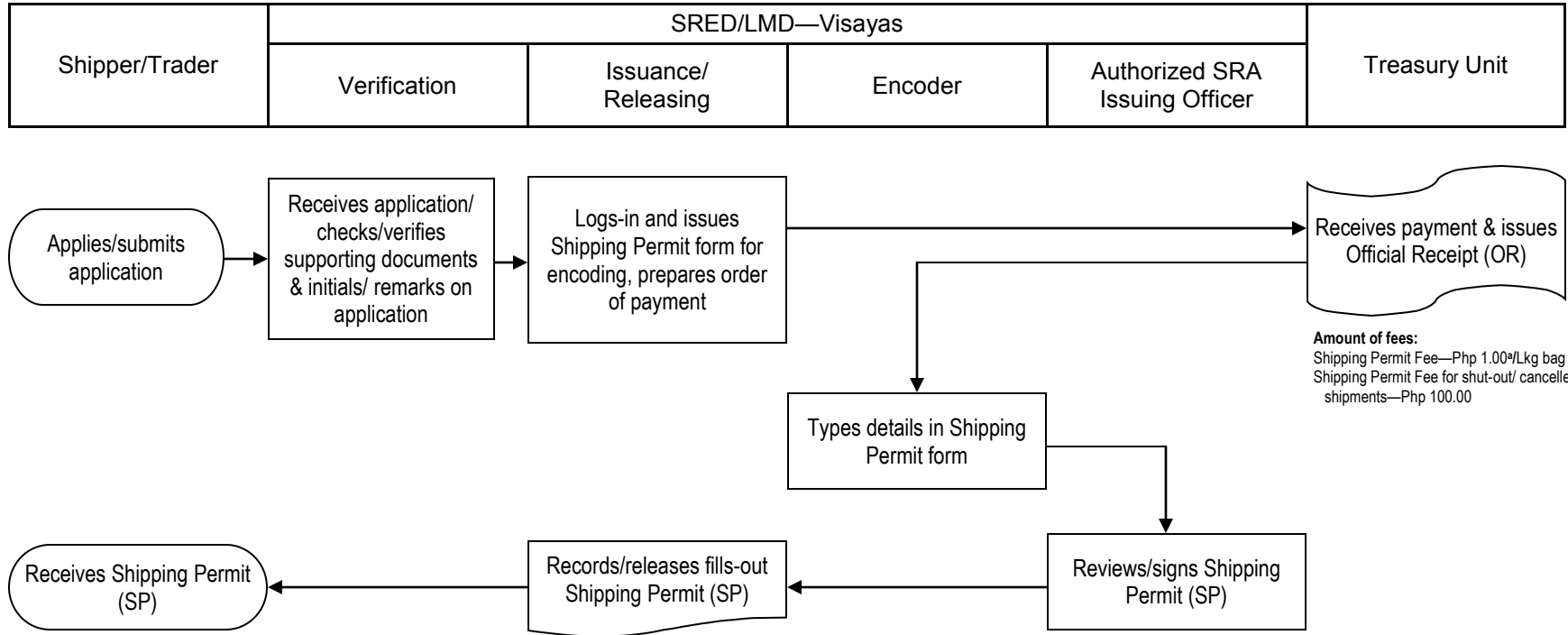
**REGULATION DEPARTMENT
Sugar Regulation & Enforcement Division (SRED)—Visayas**

Mill's Submission of Sugar and Molasses Samples



**REGULATION DEPARTMENT
Sugar Regulation & Enforcement Division (SRED)—Visayas**

Issuance of Shipping Permit



Forms/Documents Required:

1. Application for Permit to Ship Sugar Within Philippine Territory
2. Sugar Release Order (SRO)
3. SRO and/or Waybill in case sugar comes from another province or from far flung areas which is transported by land.
4. Shipping Permit, SRO, Waybill/Bill of Lading—in case sugar comes from another island.
5. Letter of Authority of the Administrator and Waybill—in case sugar is to be shipped out to another island for transfer purposes only.
6. Authorization to person processing/securing/receiving Shipping Permit.
 - Original Board Resolution/Secretary's Certificate for Corporation and Cooperative
 - Special Power of Attorney for single Proprietorship and Partnership
7. Official Receipt for payment of Shipping Permit Fee.

Shipping Permit Issuing Offices:

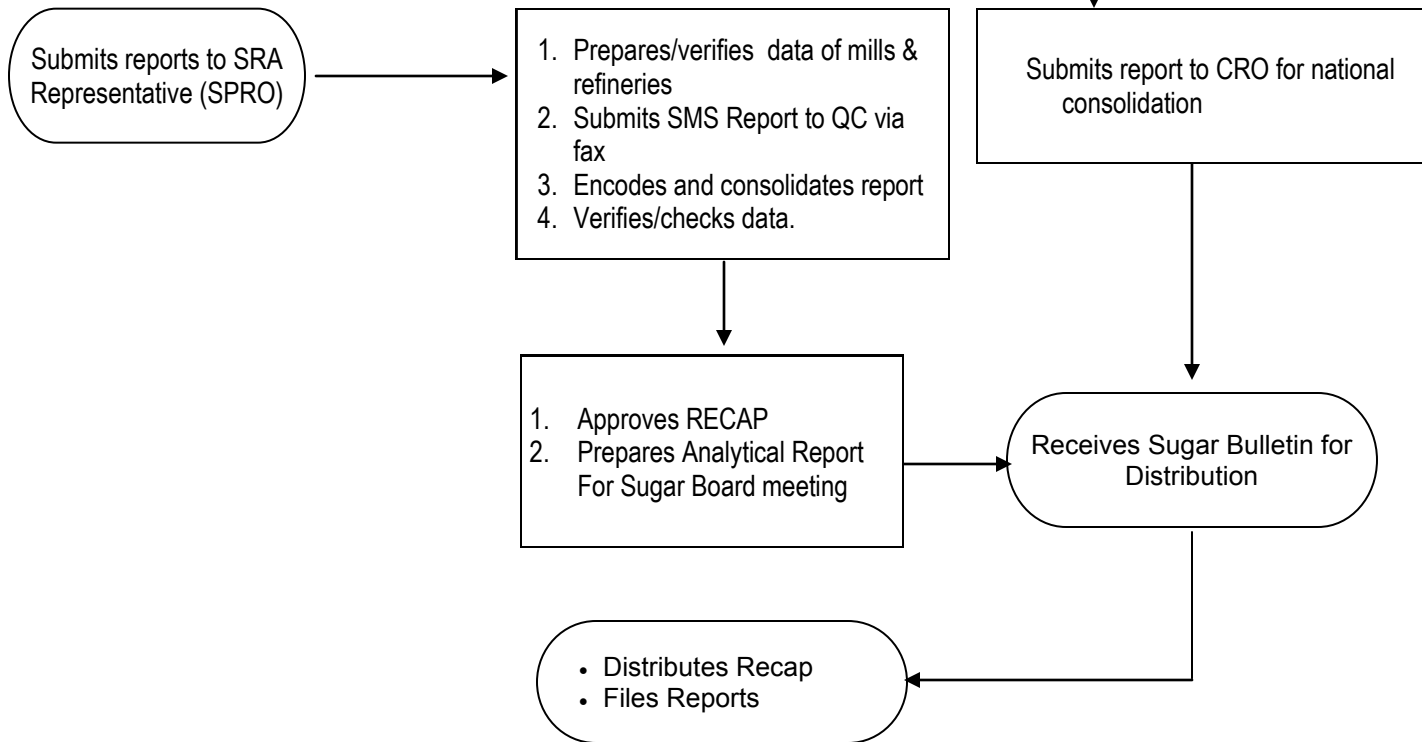
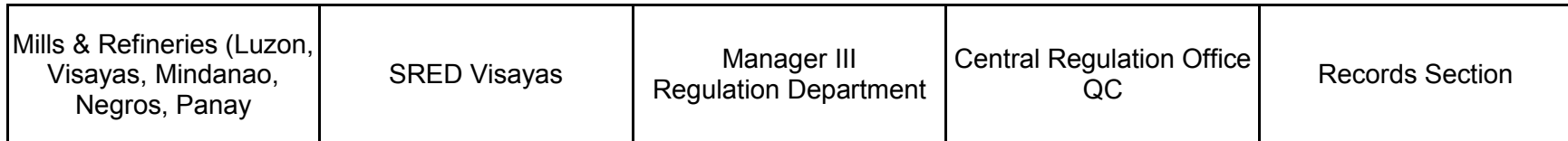
- SRA, Bacolod City - Chief SPRO; Supervising SPRO (LMD)
- SRA, Cebu City - SPRO III; Sr. SPRO (LMD)
- SRA, Dumaguete City - SPRO III (SRED)
- SRA, Iloilo - Supvg. SPRO; Sr. SPROI (SRED)
- HIDECO - SPRO III (SRED)

Note:

^a – Collection of the revised rate of increase is hereby deferred pending approval by the Department of Agriculture. Meantime, the old rate of fees and charges as provided for in General Administrative Order No. 1 and General Administrative Order No. 1-A, both Series of 2001-2002 and General Administrative Order No. 1, Series of 2002-2003 shall be collected.

REGULATION DEPARTMENT
Sugar Regulation & Enforcement Division (SRED)—Visayas

Sugar Production Bulletin (RECAP)

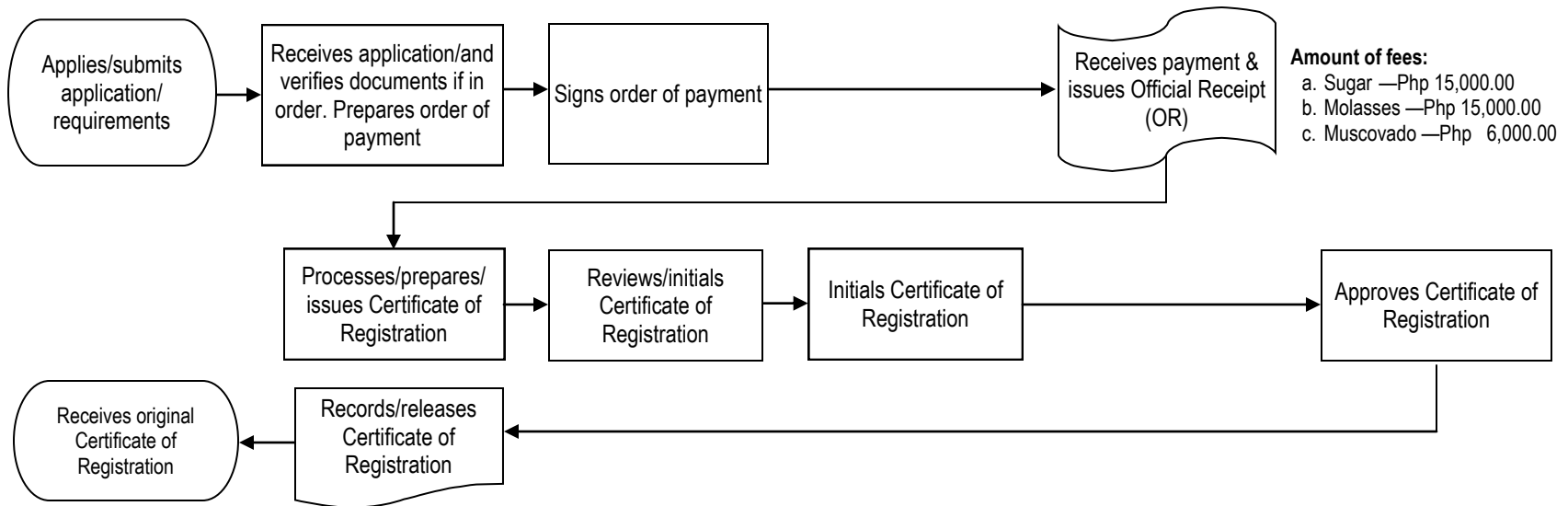


Php300.00/complete copy

**REGULATION DEPARTMENT
Licensing & Monitoring Division—Visayas**

Issuances of Certificate of Registration to Sugar/Molasses/Muscovado Traders

Trader	SRA - BACOLOD			Administrator
	Licensing & Monitoring Division		Manager III	
	SPRO	Chiefs - SPRO		



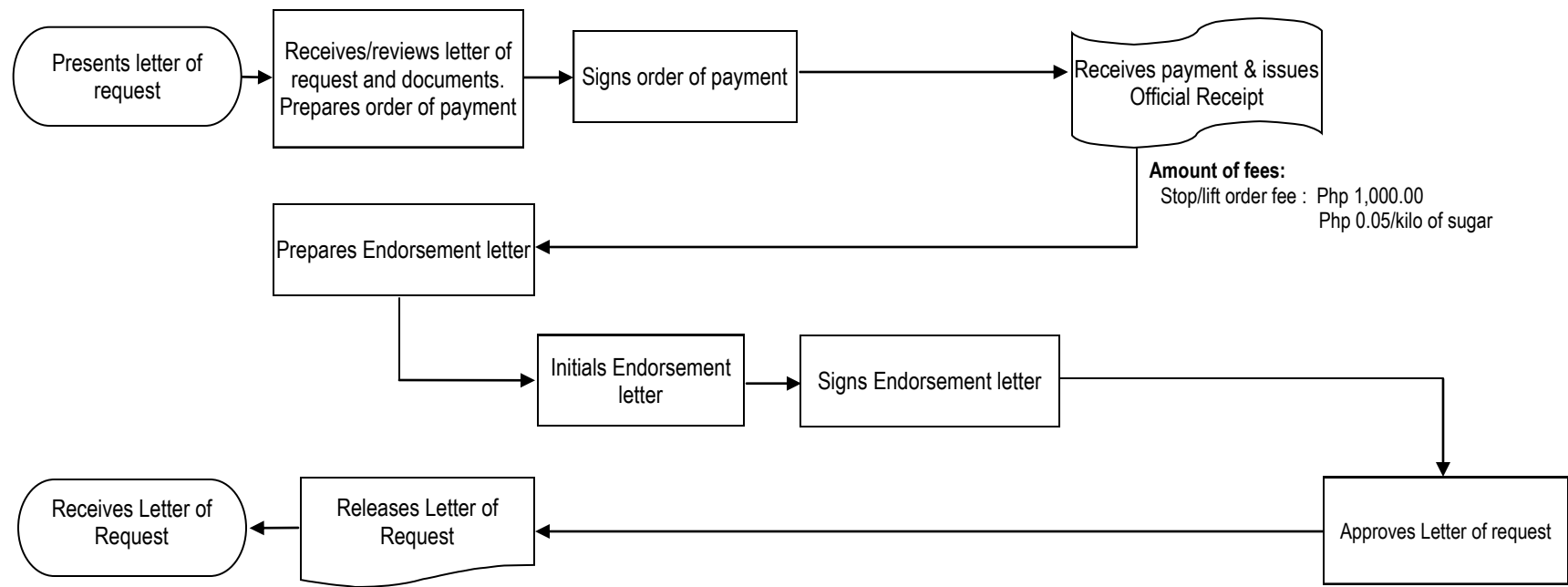
Forms/Documents Required:

- a. Application form
- b. Mayor's Permit
- c. Certificate of Registration of firm/business name issued by the Department of Trade and Industry.
- d. SEC Registration (For Corporations, Planter's Association)
- e. Articles of Incorporation & By Laws
- f. CDA Registration (for Cooperatives)
- g. Articles of Cooperation & By Laws
- h. Certificate of Good Standing Issued by the CDA
- i. Taxpayer's Identification Card—Showing TIN Number
- j. 2x2 Colored Picture

**REGULATION DEPARTMENT
Licensing & Monitoring Division—Visayas**

Issuance of Application of Stop/Lift Order for Lost Quedan and Molasses Storage Certificate

Trader	SRA - BACOLOD			Administrator
	LMD - Visayas		Manager III	
	SPRO	Chief - SPRO		



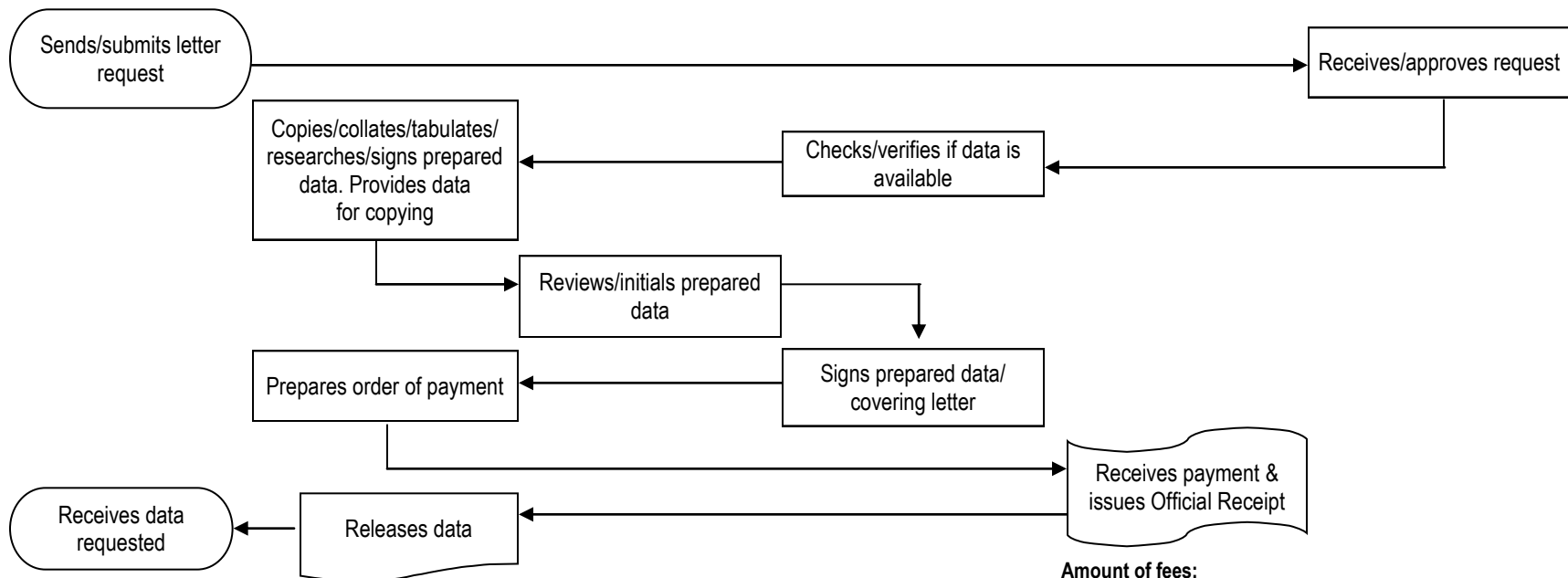
Forms/documents required:

- Letter request for Stop/Lift Order issuance
- Affidavit of Loss
- Certificate from Mill Company

**REGULATION DEPARTMENT
Licensing & Monitoring Division—Visayas**

Preparing/Providing Data

Requesting Party	SRA - BACOLOD			Administrator's Office/ Administrator
	LMD - Visayas		Manager III	
	SPRO	Chiefs - SPRO		
			Treasury Unit	



Amount of fees:

1. Clearances, licenses, sugar orders circular letters & other documents of similar import - Php 50.00/document
2. Research data (Prices, Production, Stocks, etc) - Php 50.00/document

Forms/Documents Required:

Letter request addressed to:

The Administrator's Office
Sugar Regulatory Administration
Arena Street, Singcang, Bacolod City