



September 22, 2009

FISHERIES ADMINISTRATIVE ORDER  
NO. 229  
Series of 2009

SUBJECT: Guidelines on the Registration of Freshwater  
Ornamental Fish Export Facilities

Pursuant to Sections 67 and 107 of R.A. 8550 and in line with BFAR's program for freshwater ornamental fish and to satisfy the hygiene and sanitary requirements for international market, the following guidelines on the registration of ornamental fish export facilities are hereby promulgated for compliance of all concern:

Section 1. Registration. – Application for exportation of freshwater ornamental fish shall only be processed and evaluated when the following registration process has been complied with:

A. Registration of Exporters. – All exporters must be registered with the Bureau of Fisheries and Aquatic Resource (BFAR) before they can qualify to export freshwater ornamental fish. Qualified exporters shall be registered after submission and evaluation of the following requirements:

1. **Documentary Requirements**. – the following documents shall be submitted:
  - a. Letter of Intent
  - b. Business/Mayor's Permit
  - c. Farm Layout
  - d. SEC/DTI/CDA Registration
  - e. Manpower Profile
  - f. Standard Sanitation Operation Procedure
2. **Facility Requirements** – the facility shall comply with the following minimum requirements:

### Quarantine Facility

- a. The quarantine premises must be located in a flood free area, isolated and secured such that other areas are not easily contaminated by water and equipment used in or around the system;
- b. It must have a receiving, screening and treatment area of sufficient space to handle the incoming stocks;
- c. It must be fully enclosed and the floors must be tiled/cemented to be able to contain spilled water and must facilitate complete drainage to a catchment or effluent tank;
- d. There must be adequate facilities for disinfection of all equipment used, as well as cleaning of footwear;
- e. There must be hand washing facilities and footbath for staff; and
- f. Basic laboratory equipment and supplies such as microscope, and dissecting tools should be available in the area for the conduct of basic parasitological test.

### Conditioning Facility

- a. The conditioning facility must be enclosed, physically isolated and secured to prevent contamination;
- b. The floors must be tiled/cemented to be able to contain spilled water and must facilitate complete drainage to a catchment or effluent tank;
- c. There must be adequate facilities for disinfection of all equipment as well as cleaning of footwear; and
- d. There must be hand washing facilities and footbath for staff.

### Packing Area

- a. Sufficient space to facilitate free movement of workers;
- b. There must be enough space to accommodate the storage of packaging materials, oxygen tank, packing water, and other associated activities; and
- c. The area must be well-ventilated.

### Other Facilities

- a. Comfort rooms must be strategically located and must have hand washing facilities;

- b. There must be an area for the proper storage of feeds, other chemicals and cleaning implements; and
- c. Back-up power and water supplies must be available.

### 3. **Operational Requirements**

- a. All areas must be properly lighted;
- b. The equipment and paraphernalia (such as nets, containers, pipes, hoses, etc.) must always remain within the respective facility and must not be removed for any other purpose unless for disinfection and maintenance;
- c. Before and after any operation, all materials and associated equipment must be properly cleaned and sanitized;
- d. All facilities must have a clear signage and all associated equipment must be properly labeled;
- e. Veterinary drugs and chemicals must be kept in a separate storage and properly labeled;
- f. Dead fish and other wastes must be properly disposed;
- g. The facility must maintain a complete record of pertinent documents, including but not limited to water quality monitoring; historical status of stocks; treatments done; and subsequent analysis conducted;
- h. All working personnel must be technically equipped, and must observe hygiene and sanitation;
- i. Continuous training must be conducted to upgrade technical capability of workers;
- j. Only authorized personnel must be allowed inside the respective facilities; and
- k. The facility must allow BFAR personnel to monitor and take samples for analysis regularly.

Section 2. Issuance of Certificate of Registration : BFAR shall issue a Registration Number upon verification that the facility has satisfactorily complied with all the minimum requirements stipulated in this Order. The certificate shall be valid for one (1) year from date of issuance.

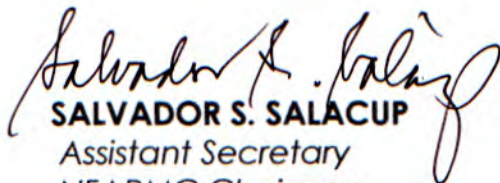
Section 3. Penalties. – BFAR shall conduct regular inspection and monitoring to determine the exporters' compliance with this Order, and in case of violation, the monitoring team shall issue a warning in writing and in case no corrective action is undertaken within a reasonable period, the monitoring team shall recommend to the Director the suspension and revocation of registration.

Section 4. – Repeal. – All orders, rules and regulations or parts thereof which are inconsistent with this Order are hereby repealed or modified accordingly.

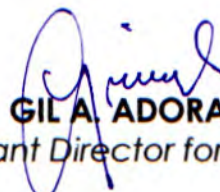
Section 5. Effectivity. - This Order shall take effect fifteen (15) days after its publication in two (2) newspapers of general circulation and fifteen (15) days after its registration to the Office of the National Registry.

Issued this 28<sup>th</sup> day of October 2009 in Quezon City, Metro Manila, Philippines

Recommending Approval:

  
**SALVADOR S. SALACUP**  
Assistant Secretary  
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Approved:

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**ATTY. ARTHUR C. YAP**  
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