



December 9, 2020

Fisheries General Memorandum Order No. 2020-003
Series of 2020

SUBJECT: Implementing Guidelines on the Cooperative-Managed Multi-Purpose Seaweeds Solar Dryer Facility Under Stimulus Package (Bayanihan II)

Pursuant to the mandate of the Department of Agriculture – Bureau of Fisheries and Aquatic Resources, the Bayanihan to Recover as One Act (Bayanihan 2), and the Comprehensive National Fisheries Industry Development Plan 2015-2020 (CNFIDP 2015-2020), which targets to increase seaweed production by 5% annually, the implementing agency and project partners/beneficiaries shall follow this guideline in the establishment, operation and maintenance of cooperative-managed multi-purpose seaweed solar dryer facility.

Chapter 1: Overview

Section 1. Policy. The provision of Solar Dryer/Storage Facility to viable seaweed farmer cooperatives is in line with Section 3 of Republic Act No. 11321, otherwise known as “Sagip Saka Act” which establishes the Farmers and Fisherfolk Enterprise Development Program, that refers to the comprehensive set of objectives, targets, and holistic approach in promoting the establishment of enterprises involving agricultural and fishery products.

Corollary, Section 4 (c) of the same law states that the said program shall cover the area of construction, acquisition, and repair of facilities for production, processing, storage, transportation, communication, marketing, and such other facilities in support of agriculture and fisheries.

Section 2. General Objective. The project aims to improve the quality of raw dried seaweed (RDS) in sufficient volume to leverage price through provision of multi-purpose seaweed solar dryer facility to viably operating BFAR-organized cooperatives. Specifically:

- a. To ensure proper drying and produce better quality RDS free from pollutants and impurities;
- b. To increase storage capacity of seaweeds trading business where the resultant volume increase can then be leveraged for higher prices with processors/consolidators or whoever buys the RDS offering the highest bid; and

- c. To generate added value to the seaweed from drippings which shall be collected and transformed into organic fertilizer.

Section 3. Selection Criteria of Cooperative Partner. BFAR's partner in growing and improving the seaweeds industry in its area of operation is selected based on the following criteria:

- a. In the order of priority, the cooperative must be duly organized by BFAR with complete documentary requirements such as certificate of registration, Certificate of Compliance issued by the Cooperatives Development Authority, business permit, bank account, and other pertinent documents;
- b. Willingness and capacity of the cooperative to manage and maintain the multi-purpose solar dryer facility; and
- c. Existence of a Cooperative Management Team (COMAT).

Furthermore, as provided in FOO 151:

- d. The partner cooperative must have in its name, at least 300 square meters lot to establish the facility;
- e. Has been operating for at least three (3) years;
- f. Has a minimum capitalization for the current year of Fifty Thousand Pesos (P50,000.00);
- g. Producing at least 15-20 tons of Raw Dried Seaweeds quarterly;
- h. Must be supportive of BFAR's programs and endeavours; and
- i. Must have good credit standing with commercial banks/credit facilities

Chapter 2: Management and Oversight

Section 4. Steering and Review Committee. There shall be a Steering and Review Committee to monitor progress of implementation, review and revise the policies and strategies under this Guideline to further improve project implementation. The Committee shall be composed of the following:

Chairperson : **Eduardo B. Gongona**
Director

Vice-Chair : **Dr. Juan D. Albaladejo**
Assistant Director for Operations

Members : **Atty. Demosthenes R. Escoto**
Assistant Director for Admin. Services and Legal Div. Chief

Maria Abigael A. Albaladejo
Chief, Fisheries Planning and Economics Division

Zaldy P. Perez
Chief, Finance Management Division

Section 5. Technical Working Group. A TWG composed of the following shall be formed:

Chairperson : **Elymi AR-J S. Tuñacao**
OIC, Aquaculture Division

Vice –Chairperson : **Demosthenes F. Togonon-**
National Coordinator, Seaweed Development Program

Members :
Wilfredo F. Fajardo-Cooperative Consultant
Irma F. Ortiz-Project Development Officer III
Marites M. Gumabon, Project Secretariat
Florencia Q. Raya, Project Admin.
Ryan F. Idica , Information Technology

Roberto B. Abrera
Regional Seaweed Coordinator for MIMAROPA

Reynaldo Templonuevo
Provincial Fishery Officer of Northern Palawan

The TWG shall:

- a. Meet quarterly, or as needed, to monitor implementation of this Guideline;
- b. Assist in the preparation of supplemental guidelines, as needed, and submit the same to the Steering and Review Committee for review and comment;
- c. Collate and analyze monitoring reports and make recommendations to the Steering and Review Committee.

Section 6. Roles and Responsibilities of BFAR. The BFAR shall:

- a. Ensure a more effective Seaweed Development Program through provision of a multi-purpose seaweed solar dryer facility to a partner cooperative to increase volume of RDS traded, improve quality of RDS, and add value to the commodity with the production of organic seaweed fertilizer from the drippings of fresh seaweeds in the process of drying;
- b. Transfer the total amount of Five Million Pesos (PhP5,000,000.00) to the Cooperative which shall be exclusively utilized to cover the procurement of all materials and construction of the facility in close coordination with BFAR MIMAROPA for the smooth implementation of the project;
- c. Provide the engineering design of the multi-purpose seaweed solar dryer;



- d. Designate a composite team to regularly monitor and evaluate the operation of the facility to ensure that the Terms of Reference of the Memorandum of Agreement of this project are strictly followed.

Chapter 3: Roles and Responsibilities of Cooperative Partner.

Section 7. Establishment, operation and maintenance of the Multi-Purpose Seaweed Solar Dryer Facility.

- a. The Cooperative will enter into partnership agreement with the BFAR to establish, operate and maintain the facility to be funded by BFAR and managed by the Cooperative as an extension of its business enterprise.
- b. The Cooperative shall establish and maintain a Sinking Fund as a priority allocation from the earnings of the facility equivalent to the amount of the project to be used to restore the facility in case of damage or loss.
- c. The Cooperative thru its Board of Directors shall recommend general policy guidance for the smooth and profitable operation of the facility while the Cooperative Audit Committee shall conduct regular, surprise and spot audits to ensure that the Internal Control Systems and Procedures set-up are being observed.
- d. It shall also render to BFAR the following Monthly Reports on the Facility operation:
 - Volume of fresh seaweeds purchased and dried and the RDS generated;
 - Volume of seaweed drippings gathered in the drying process;
 - Regular, Surprise and Spot Audit Reports; and
 - Cash Flow and Cash Position Reports

Section 8. Business Plan. The cooperative partner with the assistance of BFAR TWG shall prepare and submit to BFAR a business plan for the operation and maintenance of the facility.

Chapter 4. Monitoring and Evaluation

Section 9. Monitoring and Evaluation. The BFAR TWG shall come up with an M&E system for assessing the implementation and impact of the facility. Field Monitoring shall cover both the physical and financial aspects of the project implementation.



Section 10. Monitoring Reports and Documentation of Success Stories. BFAR TWG shall collate all M&E reports and provide a summary to the Steering and Review Committee. It shall also document success stories and best practices and share the same through accessible media platform.

Chapter 5. General Provisions

Section 11. Funding. The total fund for the project amounting to Five Million Pesos (P5,000,000.00) is appropriated under the stimulus package of "Bayanihan to Recover as One Act of 2020". Upon receipt thereof, the cooperative must issue an Official Receipt (O.R.) to BFAR and likewise submit a liquidation report on the total expenses incurred subject to the usual government accounting and auditing rules and regulations.

Section 12. Effectivity. This Order shall take effect immediately and shall remain in force until revoked in writing. All other orders and memoranda inconsistent herewith are deemed revoked.

Approved:


EDUARDO B. GONGONA
BFAR National Director