
 BUREAU OF FISHERIES AND AQUATIC RESOURCES FISHERIES INSPECTION AND QUARANTINE DIVISION Fisheries Bldg. Complex, BPI Compound, Brgy. Vasra, Visayas Ave., Quezon City	Document Type: Supporting Document	
	Document No.: FN-FCS-018	Rev. No.: 01
	Effectivity Date: June 1, 2022	Issue No.: 02
	Document Title: Application Form for Accreditation of Importer of Fish and Fishery/Aquatic Products	

(as per D.A. AO 08 S.2009, AO 09 S.2010, FAO 195, S. 1999, FAO 221 S. 2003, FAO 233 S. 2010, DA MEMO S. 2020)


Purpose of Importation:

- Canning Processing Institutional Buyer
 Commercial Breeding/Culture Others: _____ (Hobbyist/Personal/Exhibit)

1. Name of Importer/Applicant and Designation			
2. Company Name			
3. Complete Business Address			
4. Contact Information a. Telephone/Fax Number b. Mobile Number c. Email Address			
5. Description of Product/s to be imported (Please include Scientific and Common Name)	Commodity Description (Fresh/Chilled, Frozen, Live, Dried)	Common Name	Scientific Name
6. Documentary Requirements (see back page)			
7. Declaration I, the undersigned declare that the above-mentioned information are true and correct and will provide access to the establishment for inspection/verification by the BFAR-FIQD personnel for accreditation and issuance of Sanitary and Phytosanitary Import Clearance. Signature over printed Name (Owner): _____ Date: _____			

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I. General Documentary Requirements:	Remarks	Validity Date
1. Letter of Intent		
2. SEC/DTI/CDA Registration		
3. SEC GIS General Information Sheet		
4. Mayor's Business Permit		
5. BIR Certificate of Registration Code #1512 Processing and Preserving of Fish and Fish Products Code #5190 Other Wholesaling		
6. BOC Account Management Office (AMO) Certification/ Certificate of Accreditation		
7. BOC Certificate of Registration		
8. List of Names of Company's Officer w/ ID, Signature and Photo		
9. Authorization Letter of Representative with photocopy of IDs of authorized representative and owner		
II. Additional Documentary Requirements		
A. Processing A.1 Large and Medium Scale Processing Plant a. Food and Drug Administration (FDA) License to Operate b. Contract Lease Agreement (<i>If applicable</i>) c. BFAR HACCP Accreditation d. Cold Storage Warehouse d.1 Copy of Certificate of Accreditation d.2 Lease Contract Agreement d.3 Affidavit of Undertaking (for CSW inspection and no diversion of importation purpose) A.2 Small Scale Processing Plant a. Letter of Intent b. Nomination Letter c. Memorandum of Agreement d. Authorization Letter with photocopy of Ids e. Proof of Business (e.g., Business Permit/Sanitary Permit/DTI) f. List of all Small-Scale Processing Plant that will supplied with Contact Details, photocopy of IDs and signature of each owner) g. Cold Storage Warehouse g.1 Copy of Certificate of Accreditation g.2 Lease Contract Agreement g.3 Affidavit of Undertaking (for CSW inspection and no diversion of importation purpose)		
B. Canning Establishment a. FDA License to Operate b. BFAR HACCP Accreditation c. Contract Lease Agreement (<i>If applicable</i>) d. Cold Storage Warehouse d.1 Copy of Certificate of Accreditation d.2 Lease Contract Agreement d.3 Affidavit of Undertaking (for CSW inspection and no diversion of importation purpose)		
C. Institutional Buyer a. List of Clients (Name, Address, Contact Number) b. Contract Supply Agreement c. Cold Storage Warehouse c.1 Copy of Certificate of Accreditation c.2 Lease Contract Agreement c.3 Affidavit of Undertaking (for CSW inspection and no diversion of importation purpose)		

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<p>D. Commercial (Shell & Shellcraft, Dried, Live Aquatic Animals, Other Veterinary Drug and Products for Aquaculture Use)</p> <p>D.1 Shell and Shellcraft, Dried</p> <p>a. BFAR Approved Holding Establishment</p> <p>D.2 Live Aquatic Animals</p> <p>a. For Fry and brood stock – BFAR Hatchery Accreditation</p> <p>b. For Tropical Fishes – BFAR Approved Holding Establishment</p> <p>D.3 Other Veterinary Drug and Products for Aquaculture Use</p> <p>a. Letter of Intent</p> <p>b. Registration to BAI (Company and Products)</p> <p>c. Certificate of free-sale from the country of origin</p> <p>d. Product Dossier</p> <p>e. Laboratory Analysis</p> <p>f. Field Trials / Studies Conducted</p>		
Date Received		
Received by		
Date of Evaluation		
Evaluated by		