# 9.0 PHILIPPINES

Always check the latest in-country requirements on Micor

| | |
|---|---|
| **1. Establishment registration** | Not required for the Philippines |
| **2. Halal** | Not required for the Philippines |
| **3. Shipping and shipping documents** | **Please see the list below of standard shipping documents required to be supplied to the importer/distributor for the clearance of goods in the Philippines:**<br>• Dairy Transfer Document/Certificate<br>• Health Certificate or Certificate as to the Condition<br>• Certificate of Origin<br>• Commercial Invoice<br>• Packing List<br>• Certificate of Analysis for each product<br>• Fit for Human Consumption Letter<br>• Bill of Lading or Seaway Bill<br><br>**These documents are required for prescribed goods under Australian law. Unprescribed goods are not regulated by Australian law and exporters must confirm requirements with the Philippines.** |
| **4. Product registration**<br>**Timing – 3 to 4 months**<br>**Validity – 3 years with an option of 5** | • General information<br>• E-registration applications<br>• Product labelling |
| **5. Food regulations** | Standard parameters<br>• Micro-parameter<br>• Additives<br>• Prohibited Food Substances<br>• Heavy metals |
| **6. Import Permit Application** | Not required for the Philippines |
| **7. Intellectual property** | Intellectual property, trademarks and brand protection are key considerations for manufacturers when commencing exports |
| **8. Tariff quota and HS Codes** | See the Trade Agreement Comparison Guide for Philippines tariff rates.<br>Check DFAT Free Trade Agreement Portal To confirm HS codes and tariff rates |
| **9. Useful links** | |

# PHILIPPINES REGISTRATION PROCESS

Visit this website to start the application process

**Submit Application**

Enter the EREG website and fill in the necessary information. Upload the application together with supporting documents

**Payment**

Pay the processing fee

**Download the food product license**

## Document Requirements

- Valid License to Operate as Food Importer
- Artwork
- Picture of product (3D render in all angles)
- Documents to support product claims, such as:
  - Technical/nutrition health studies or reports
  - Market research studies
  - Certificate of analysis, quantitative analysis, and computations
  - Scientific reports or studies published in peer-reviewed scientific journals
  - Supporting certificates to allow the use of "Sangkap Pinoy", Halal, Organic, Kosher, and other claims in compliance with current labeling requirements
- Certificate of Analysis (COA)
- Distributorship agreement OR contract agreement OR Sales Invoice or Proforma Invoice OR Appointment letter issued by the supplier/manufacturer appointing the applicant company to distribute the product being applied in the local market, whichever is applicable, signed by the duly authorized representative of the establishment as reflected in the records of the FDA
- Manufacturer's Phytosanitary/Health Certificate/ Manufacturer's ISO 2200 Certificate/Valid HACCP Certificate/Certificate of Free Sale attested by recognized regulatory body or Chamber of Commerce/ Philippine Consulate in the country of origin

See appendix for detailed e-submission guide

# PHILIPPINES PROCESS GUIDE

## 1. Establishment registration

Not required for the Philippines

## 2. Halal

Not required for the Philippines

## 3. Shipping and shipping documents

Please see the list below of standard shipping documents required to be supplied to the importer/distributor for the clearance of goods in Philippines:

- Dairy Transfer Document/Certificate

Note: This example is for dairy products.

Company name

No XX Dairy Rd
Somewhere, Aust
Ph: (0X) XXX XXXX
Registered establishment no. 1234

| Product | Establishment of origin | Batch / Product code | Manufacture date | Number & kind of packages | Quantity | Net weight |
|---|---|---|---|---|---|---|
| | | | | | | |

Receiving establishment name .....

Receiving establishment address .....

Receiving establishment registration number .....

Specific importing country requirements

.....

**EU eligible (if applicable)**

Yes ☐ No ☐

Temperature requirements of product while in transit:

☐ Must be kept frozen (keep at -18°C or less) ☐ Must be kept chilled (keep at 5 °C or less) ☐ Un-refrigerated

| Date of departure | Estimated date of arrival | Transport company |
|---|---|---|
| | | |

**Declaration by despatching establishment**

At the date that I, the undersigned make this declaration, the processed dairy product described above was manufactured in accordance with:

1. the prescribed export conditions, and any other export conditions that apply in relation to the milk and milk products under the Export Control Act 2020; and
2. importing country requirements relating to the milk and milk products have been met.

If no specific country has been nominated above, then the product identified in this declaration has been manufactured to the general export standard and not in accordance with any specific importing country requirement. Further information regarding importing country eligibility should be confirmed by contacting <name of company>*i.e. your company*

I further declare the information contained in this declaration is true and complete

*Note: If you are EU listed as a dairy manufacturer then you must indicate if the product is EU eligible or not*

Signed: .....

Printed Name: .....

Dated: ...../...../.....

Position: .....

**Note:** The declaration can only be signed by a person listed in the company's approved arrangement as a person eligible to make such a declaration

- Health Certificate or Certificate as to the Condition

### Generic health certificates for milk and milk products

For milk and milk products produced for human consumption (including milk and milk products classified as a prescribed good by an importing country), use PHEXDC Dairy Health Certificate (electronic).

The PHEXDC Dairy Health Certificate contains the following attestations:

*I hereby certify that to the best of my knowledge the conditions or restrictions applicable under the particular inspection system prescribed under the Export Control Act have been complied with in respect of the prescribed good described above, being goods that are:*

1. *In sound condition*
2. *Fit for human consumption*
3. *Of Australian Origin*

Whenever export documentation is obtained, the exporter must provide a declaration stating that all the information provided in the permit is true and complete. They must also state that they are in possession of a declaration of compliance that:

1. applies to the milk and milk products
2. complies with the requirements of the Export Control (Milk and Milk Products) Rules 2021.

For milk and milk products, the PHEXD Health Certificate can be used with optional endorsements; 300, 356, 463 or 2943.

### Endorsement 300 – DAIRY – GENERAL radioactivity statement - 50Bq/kg

The goods described in this certificate have not been contaminated by radioactive elements from nuclear fallout. Analysis of representative samples of similar products has shown that the radioactivity level does not exceed 50 Bq/kg.

### Optional endorsement 356 – DAIRY – GENERAL radioactivity and diseases statement

The goods described in this certificate have not been contaminated by radioactive elements from nuclear fallout. Analysis of representative samples of similar products has shown that the radioactivity level does not exceed 50 Bq/kg. Animals from which these products were taken were clinically free from bovine spongiform encephalopathy, foot and mouth disease, Rinderpest, vesicular stomatitis, contagious bovine pleuropneumonia, bluetongue, lumpy skin disease, peste des petits ruminants and Rift Valley fever and live in areas free from these diseases. I further certify that foot and mouth disease, Rinderpest and bovine spongiform encephalopathy do not exist in Australia.

### Optional endorsement 463 – DAIRY – GENERAL animal health statement including OIE List A diseases, foot and mouth disease, rinderpest and BSE

Animals from which these products were taken were clinically free from bovine spongiform encephalopathy, foot and mouth disease, Rinderpest, vesicular stomatitis, contagious bovine pleuropneumonia, bluetongue, lumpy skin disease, peste des petits ruminants and Rift Valley fever and live in areas free from these diseases. I further certify that foot and mouth disease, Rinderpest and bovine spongiform encephalopathy do not exist in Animals from which these products were taken were clinically free from bovine spongiform encephalopathy, foot and mouth disease, Rinderpest, vesicular stomatitis, contagious bovine pleuropneumonia, bluetongue, lumpy skin disease, peste des petits ruminants and Rift Valley fever and live in areas free from these diseases. I further certify that foot and mouth disease, Rinderpest and bovine spongiform encephalopathy do not exist in Australia.

### Optional endorsement 2943 – DAIRY – Philippine Disease Statement

1. *The above products originate from animals showing no clinical signs of anthrax at the time of milking, and*
2. *The above products were processed using a heat treatment at least equivalent to pasteurisation*

- Certificate of Origin
- Commercial Invoice
- Packing List
- Certificate of Analysis for each product
- Fit for Human Consumption Letter
- Bill of Lading or Seaway Bill

## 4. Product registration

### General information

All processed food in the Philippines should obtain Certificate of Product Registration (CPR). The issuance of this CPR can be done through e-registration.

- A certificate of product registration will be given to every application that complies. A notice of deficiency will be sent to all non-compliant applicants, then a non-extendable ninety (90) day compliance term is given. All those who are unable to do so will be rejected, but they will be given sixty (60) days to reapply and correct all of the deficiencies. If, after this time, the application did not satisfactorily meet all the conditions, it would be rejected, and the company would then need to submit an initial application.
- The e-registration system covers initial, renewal, reapplication, and amendment registration of pre-packaged processed food products (raw materials or ingredients, low risk, medium risk, and high risk)
- The risk classification of food products refers to Administrative Order FDA No. 2014-2019 (Annex A)
- Food establishments with License to Operate (LTO)* activity as importer, trader, wholesaler and manufacturer shall be regarded as the Market Authorization Holder (MAH). The MAH will be responsible for the CPR application using its own account, ensuring safety and continued compliance of the product with applicable rules and regulations of FDA
- All COA submitted must be issued within 12 months from the date of filing of the application or date of the payment.
- Only one case number shall be used per product produced by the same manufacturer.

* LTO is an authorization issued by the FDA to an establishment to grant permission to undertake a trade or carry out a business activity, such as manufacturing, importation, exportation, sale, offering for sale, distribution, or transfer of food products.

## E-registration applications

1. Access to the website
2. Provide the company- specific username and password, and click the "CFRR Electronic Registration - Food Product Registration EODB"
3. Agree to the "Declaration" statement
4. Fill out the information required, **all in caps**, except for Trademark, Corporate De Factor (e.g. GmbH) and e-mail address
5. Declare a minimum of 2 contact information in the form of telephone and mobile number
6. Declare all ingredients in descending order proportion
7. Declare the appropriate product description of the food including type of packing medium, form or style and the condition or type of treatment it has undergone (example: milk powder, dried fish etc). Declaration must be as detailed as possible, especially the product specification for physical, chemicals and microbiological parameters. These will be verified during Post-Market Surveillance.
8. Declare the packaging materials including primary and secondary packaging and its corresponding shelf life (e.g.: 6 months for PET bottle)
9. Attach accurate product labels and other documentary requirements. Limit the total size of attachment to 25 MB with a limit to 2 MB per file using the format "PNG" or "PDF"
10. Pre-assessment process, a system-generated email will notify if the process is complete or incomplete

## Product labelling

Compliant with Administrative Order 2014-0030, Bureau Circular 2007-002, Bureau Circular 2 s. 1999, Department Circular 2008-0006 and RIRR of executive Order 51 (as applicable)

- Brand name
- Product name
- Net weight and or drained weight
- Complete name and address of importer, wholesaler, distributor as per LTO
- Country of origin
- Complete list of ingredients (including common name and function of all food additives used which are listed in updated list of food additives)
- Nutrition information (energy, protein, carbs, sugar, total fat, saturated far, trans fat, cholesterol, dietary fibre, and sodium)
- Expiration date/use by date/ consume before date (in format : dd/mmm/yyyy)
- Lot identification code
- *Food allergen information
- *Direction for use
- *Storage instruction
- *Serving suggestion
- *Alcohol content
- Flavour added - in close proximity to the photograph, if flavouring substances have been added to boost the natural flavour
- Corresponding English translation of all label information

*if applicable

## 5. Food regulations

### Standard parameters Philippines

#### Micro-parameter

MILK AND DAIRY PRODUCTS - FDA-Circular-No.2022-12-2.pdf

| Food description | Test/ micro Reference criteria | | n | c | m | M |
|---|---|---|---|---|---|---|
| Milk powder (e.g whole, non-fat or filled milk, buttermilk, whey & whey protein concentrate) – intended for children more than 36 months of age and adult) | *Salmonella* / 25g | Normal routine | 10 | 0 | Not detected/ absence | |
| | | For high-risk population | 30 | 0 | Not detected/ absence | |
| Processed Cheese Spread | [1]Coliform, CFU/g | | 5 | 10 | 10 | $10^2$ |
| | *S. aureus*, CFU/g | | 5 | 1 | 10 | $10^2$ |
| | Aerobic Plate Count, CFU/g | | 5 | 2 | $10^4$ | $5x10^4$ |
| Soft cheese (from pasteurized milk) | Enterobacteriaceae, CFU/g | | 5 | 2 | $10^2$ | $10^3$ |
| | *E.coli*, CFU/g | | 5 | 1 | <10 | $10^2$ |
| | *Salmonella/25g* | | 5 | 0 | Not detected/ absence | |
| | *Listeria monocytogenes*/25g | | 5 | 0 | Not detected/ absence | |
| | *S. aureus*, CFU/g | | 5 | 1 | $10^2$ | $10^3$ |
| Hard and semi-hard cheese | Enterobacteriaceae, CFU/g | | 5 | 2 | 102 | $10^3$ |
| | *E.coli*, CFU/g | | 5 | 0 | <10 | 100 |
| | *Salmonella*/25g | | 5 | 0 | Not detected/ absence | |
| | *Listeria monocytogenes*/25g | | 5 | 0 | Not detected/ absence | |
| | *S. aureus*, CFU/g | | 5 | 1 | $10^2$ | $10^3$ |
| All Raw Milk Cheese; Raw Milk Un-ripened cheese w/moisture>50% pH > 5.0 | *Campylobacter*/25g | | 5 | 0 | 0 | - |
| | *Listeria monocytogenes*/25g | | 5 | 0 | Not detected/ absence | |
| | *Salmonella*/25g | | 5 | 0 | Not detected/ absence | |
| | *S. aureus*, CFU/g | | 5 | 2 | $10^2$ | $10^3$ |
| Cream Cheese products | Aerobic Plate Count, CFU/g | | 5 | 2 | $10^4$ | $2.5x10^4$ |
| | Califorms | CFU/g | 5 | 0 | <10 | - |
| | | MPN/g | 5 | 0 | <3.0 | - |
| | | /25g | 5 | 0 | Not detected/ absence | |
| | Yeast and Molds, CFU/g | | 5 | 0 | 10 | - |

[1]If positive for Coliform, E. coli must be tested and should not be detected.

Legend: n - Number of sample units selected from a lot of food to be examined.

c - Maximum allowable number of marginally acceptable samples

m - Acceptable level of microorganisms determined by a specified method: the value are generally based on levels that are achievable under GMP

M - Level which when exceeded in one or more samples would cause the lot to be rejected as this indicates potential health hazard or imminent spoilage.

### Additives

Food additive regulations have been updated to adopt Codex Standards (Department-Circular-No.-2019-0319.pdf (fda.gov.ph)) You can find Codex Standards here.

### Labelling

Compliant with Administrative Order 2014-0030, Bureau Circular 2007-002, Bureau Circular 2 s. 1999, Department Circular 2008-0006 and RIRR of executive Order 51 (as applicable)

- Brand name
- Product name
- Net weight and or drained weight
- Complete name and address of importer, wholesaler, distributor as per LTO
- Country of origin
- Complete list of ingredients (including common name and function of all food additives used which are listed in updated list of food additives)
- Nutrition information (energy, protein, carbs, sugar, total fat, saturated far, trans fat, cholesterol, dietary fibre, and sodium)
- Expiration date/use by date/ consume before date (in format : dd/mmm/yyyy)
- Lot identification code
- *Food allergen information
- *Direction for use
- *Storage instruction
- *Serving suggestion
- *Alcohol content
- Flavour added - in close proximity to the photograph, if flavouring substances have been added to boost the natural flavour
- Corresponding English translation of all label information

*if applicable

### Packaging

Please see the circular on packaging in the Philippines here - FDA-Circular-No.-2022-011.pdf

## 6. Import Permit Application

There is no requirement for an importer to complete an Import Permit Application for dairy products entering the Philippines unless it is specifically required by the Department of Veterinary Services (DVS).

## 7. Intellectual property

Intellectual property, trademarks and brand protection are key considerations for manufacturers when commencing exports.

Manufacturers looking to export to the Philippines should undertake an IP audit and better understand key IP considerations by visiting IP Australia and the Intellectual Property Office of the Philippines websites.

Companies should protect these rights through the registration of their brands and trademarks either at a country level as a starting point, or via the global brand registration system, the Madrid System (The World Intellectual Property Organization - WIPO).

Intellectual property such as key ingredient information or production processes should be protected via confidentiality agreements or non-disclosure agreements.

As an example, please see link below for an article on IKEA.

Sweden's IKEA loses right to use its own name in Indonesia | Reuters

## 8. Tariff quota and HS codes

Australia and the Philippines are both party to the multilateral ASEAN, Australia, New Zealand, Free Trade Agreement (AANZFTA). The agreement came into force in 1 January 2010, with a reduction in tariffs for selected dairy products. Since 2020, these tariffs have now been removed

See the Trade Agreement Comparison Guide for Philippines tariff rates.

Check DFAT Free Trade Agreement Portal To confirm HS codes and tariff rates.

## USEFUL LINKS

Animal and Animal Product Import and Export Provision

Austrade: New service helps dairy processors get export ready

Dairy | Micor (agriculture.gov.au)

Dairy Philippines (PH) | Micor (agriculture.gov.au)

DAFF: Charging guidelines 2022

DAFF: Export facilitator service

DAFF: Meat Notice 2009/08

DAFF: Requirements for transferring prescribed goods between export registered establishments

DFAT Free Trade Agreement Portal

Export Control (Milk and Milk Products) Rules 2021

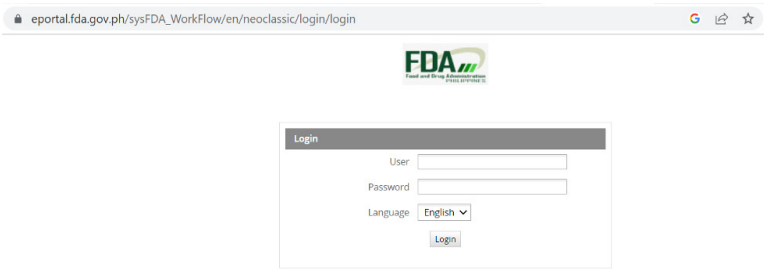
Exporting non-prescribed goods from Australia

Modernising agricultural trade

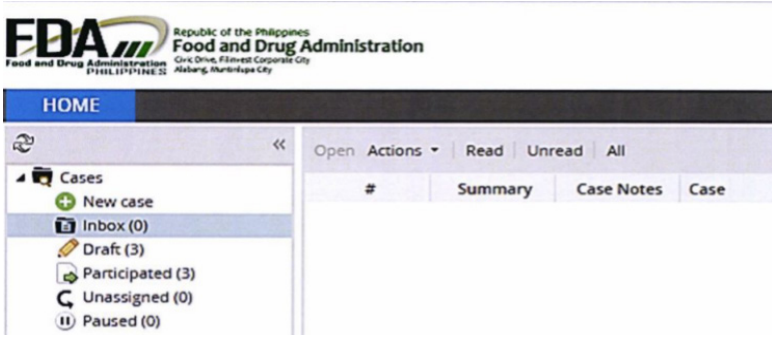
# PHILIPPINES REGISTRATION PROCESS

**Link of the product registration: https://eportal.fda.gov.ph/sysFDA_WorkFlow/en/neoclassic/login/login with the CERR issued User Account e-mailed to the applicant's registered email address**

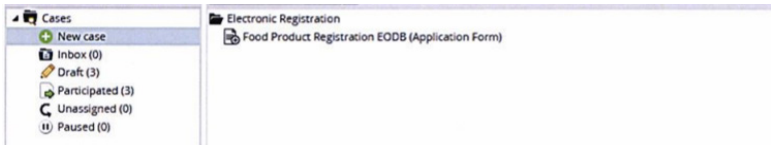
1. Log in to EREG website



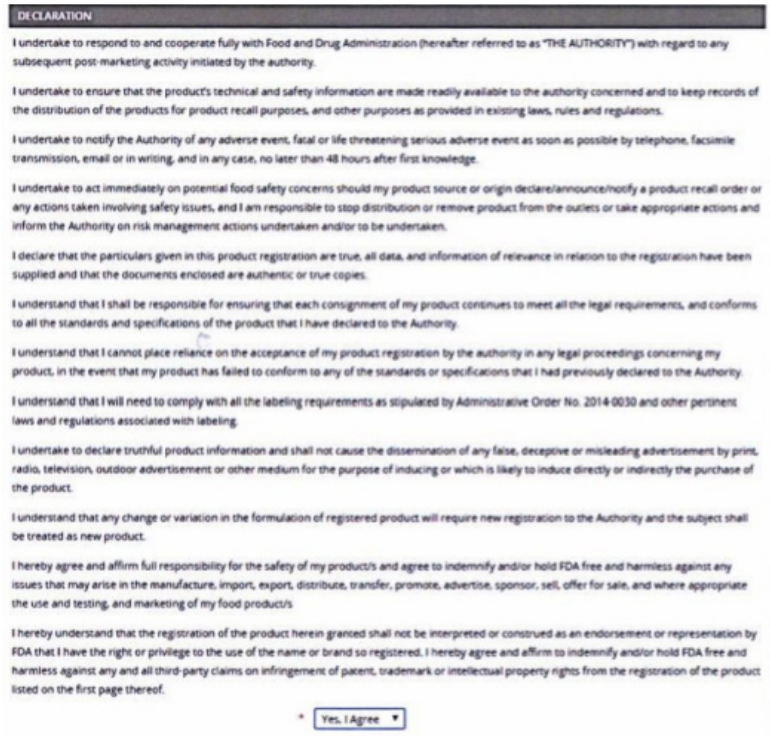

2. Click on the "New Case" located on the upper left corner of the system




3. Select the "Food Product Registration EODB (Application Form)

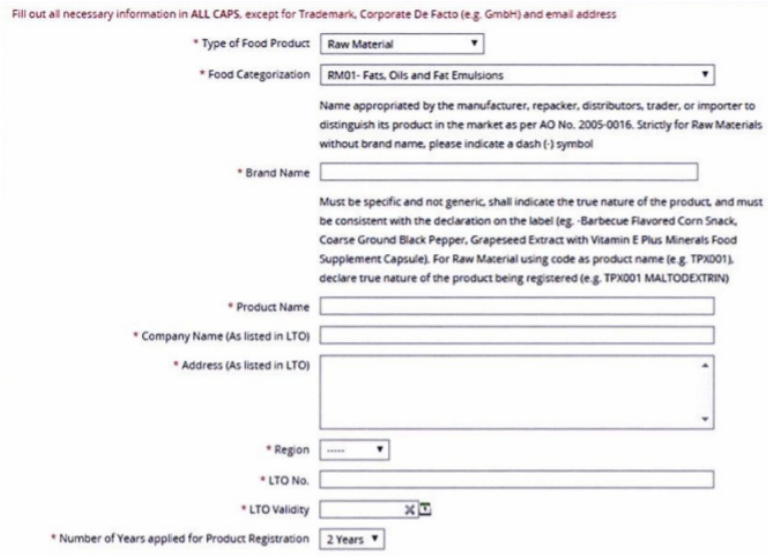



4. Read carefully the "DECLARATION: before proceeding with the application process



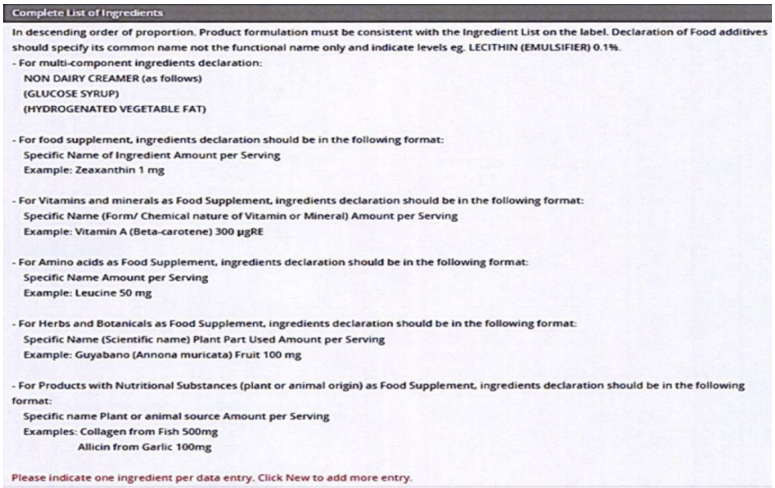
5. Select the type of application under the General Information and click on "Next"


6. Fill out the Food Product Application Form in ALL CAPS, except for Trademark, and e-mail address

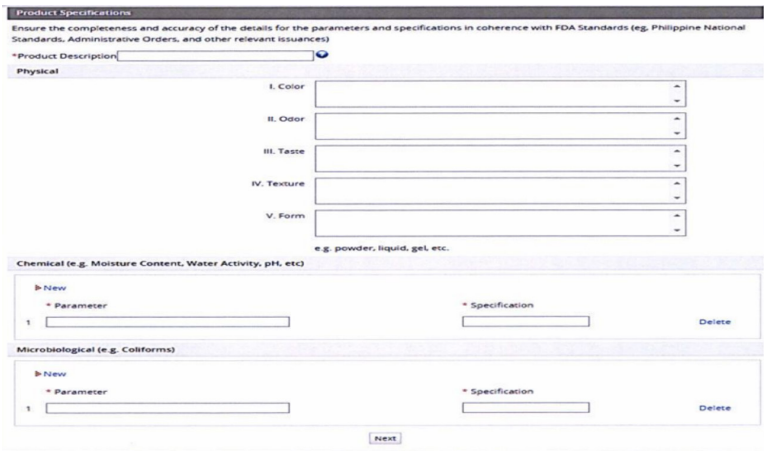



7. Select the corresponding company activity in the drop down button5

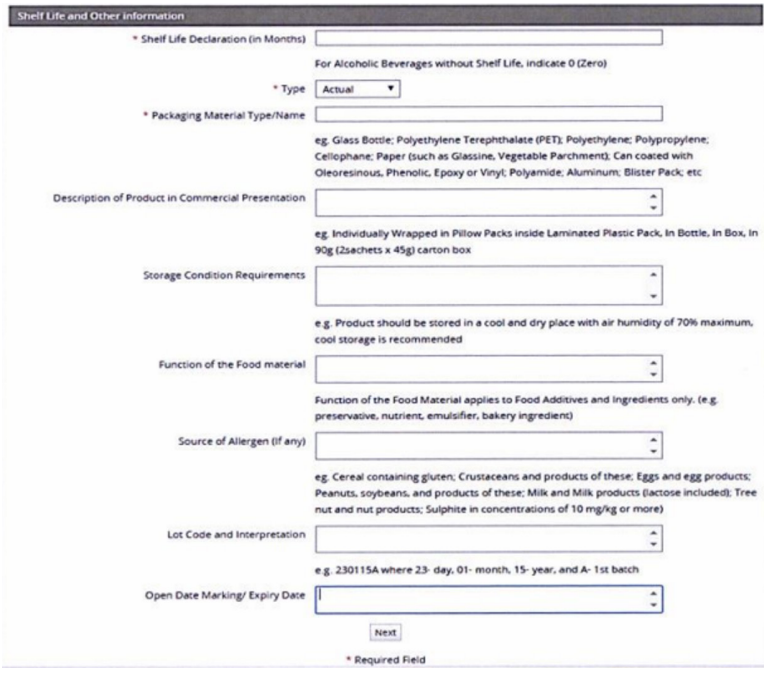

8. Declare all Ingredients in Descending order of proportion



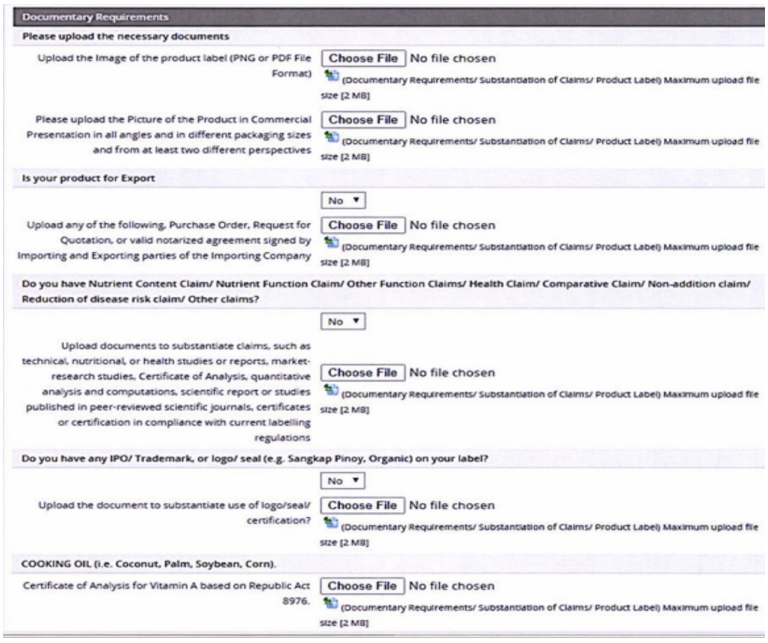
9. Declare the product specification for physical, chemical, and microbiological parameters




10. Fill out the shelf life and other product information accurately and clearly



11. Attach product labels and other documentary requirements




12. For food supplements, one representative sample in commercial presentation consistent with the e-Registration shall be submitted to Food and Drug Action Center (FDAC) at 3rd Floor Starmall, Alabang, Muntinlupa City before continuing the application to Pre-Assessment


13. Click on "Continue " to proceed with Pre-Assessment