

**[NMIS MEMORANDUM CIRCULAR NO. 1-2007-4,
January 18, 2007]**

**IMPLEMENTING GUIDELINES AND PROCEDURES IN THE
ACCREDITATION OF MEAT IMPORTERS, MEAT BROKERS AND
MEAT HANDLERS**

Pursuant to **Administrative Order No. 1 series of 2007** dated issued by Secretary Arthur C. Yap on January 3, 2007 and after its registration with the UP Law Center, the following guidelines is hereby issued for the guidance of all concerned.

SECTION I. Scope - This Order shall apply to any person, firm or corporation involved in the business of importing meat and meat products intended for their own use, processing, wholesale, and/or retail distribution.

SECTION II. Classification of Importers -

1. **Meat Importer** as "meat processor" - this can import meat and meat products for their own processing and or trading except on buffalo meat.
2. **Meat Importer** as "trader" - this can import meat and meat products for trading or commerce except buffalo meat from India.
3. **Meat Importer** - as "institutional user" (hotels, restaurants, embassy, airlines, shipping lines) - this can import meat and meat products for their own use only but not for trading purposes.

SECTION III. Licensing, Registration, and Accreditation Procedures -

1. Application for Licensing, Registration and Accreditation (LRA).

a. Prospective meat importers shall submit the following documents to the NMIS Regional Office covering their area:

- i. Letter of Intent addressed to the Regional Technical Director;
- ii. Notarized Accomplished Accreditation Form with attached passport size colored photo (Annex A^[*]);
- iii. Business Permit or Mayor's Permit (certified true copy);
- iv. DTI or SEC Registration (certified true copy);
- v. Notarized Lease of Contract or Proof of Ownership of Cold Storage Facility (Cold Storage Facility accredited by the NMIS);