

[SRA CIRCULAR LETTER NO. 40, June 24, 1999]

GUIDELINES IN THE ISSUANCE OF CERTIFICATION OF SUGAR REQUIREMENTS FOR PROCESSORS/MANUFACTURERS OF SUGAR-BASED PRODUCTS FOR EXPORTS

The following guidelines are hereby promulgated and published for the information and compliance of all concerned for the issuance of certification of sugar requirements for a given year as a requirement in the issuance of SRA clearance to cover sugar importation, pursuant to Sugar Order No. 13, series of 1998-1999, dated 24 June 1999, to wit:

SECTION 1. Who May Apply for a Certification. — Only Philippine-based manufacturers or processors of sugar-based products for exports are eligible to apply for certification of sugar requirements.

SECTION 2. Filing of Application. — Those eligible to apply for certification of sugar requirement shall file their application with the:

Sugar Regulatory Administration
Philippine Sugar Center Building
North Avenue, Diliman, Quezon City

SECTION 3. Application Form. — An applicant shall fill out and submit to SRA the attached Application Form SRA Form-CSR "Application for Certification of Sugar Requirements" together with the following supporting documents in original form or duly certified true copy, to wit:

- 3.1 Industrial Technology and Development Institute (ITDI) certification on quantity of sugar used on export products
- 3.2 Export sales invoice of previous/current year
- 3.3 Summary of total quantity of exports of the previous/current year
- 3.4 Corporate up-to-date documents:
 - 3.4.1 SEC Registration
 - 3.4.2 BOI Registration
 - 3.4.3 DTI Registration
 - 3.4.4 BIR/VAT Registration
 - 3.4.5 Mayor's Permit

SECTION 4. SRA Fees. — An application fee of FIVE HUNDRED PESOS (P500.00) for each application shall be paid to the SRA in cash, postal check or manager's check.

SECTION 5. Basis of Quantity Required. — The basis for the quantity of sugar requirements for 12 month period of operation, reckoned from the date of application, shall be the total sugar used during the previous/current calendar year per export sales invoices submitted to the SRA.