



STDF PROJECT GRANT

Application

SUMMARY

Project title	Strengthening Regulatory Impact Assessment (RIA) Implementation to Facilitate Safe Trade of Meat and Meat Products in the Philippines
Applicant	Office of the Assistant Secretary for Policy and Regulations (OASPR) Department of Agriculture - Philippines
Country/region	The Philippines
Implementing organization	The U.P. Public Administration Research and Extension Services Foundation, Incorporated (UPPAF) Diliman, Quezon City, Philippines María Fe Villamejor-Mendoza (mvmendoza@up.edu.ph) Ramon Clarete (ramon.clarete@gmail.org)
Budget	<i>Requested from the STDF: US \$734,758</i> <i>Beneficiary's own contribution: \$US 180,360</i> <i>Other sources (if any): US\$ 0</i> <i>Total project value: US \$915,118</i>
Contact	Atty. Paz J. Benavidez II Assistant Secretary for Policy and Regulations (OASPR) Department of Agriculture – Philippines e-mail: paz.benavidez@da.gov.ph

1. What specific SPS problem(s) will this project address?

According to the findings of a study funded by STDF in 2014¹ and the observations mentioned in the 2018 Trade Policy Review for The Philippines (WTO, 2018)², the country's SPS control system was described as overly prescriptive, functioning primarily as a tool for market control, and having numerous implementation modalities for SPS measures that resulted in high transaction costs, reducing their efficacy.

According to the results of the STDF/PPG 722: *Piloting Use of RIA within the Realm of GRP in the Agriculture and Fisheries Sector in the Philippines*, two examples of legislation that were identified as problematic are:

¹ Van der Meer, K. and M.Marges (2014). Implementing SPS measures to facilitate safe trade in the Philippines. Country study conducted for the Standards and Trade Development Facility, p.14. Viewed at: http://www.standardsfacility.org/sites/default/files/Implementing_SPS_Measures_to_Facilitate_Safe_Trade_Philippines_Jun-2014.pdf

² World Trade Organization. 2018. Trade Policy Review: The Philippines. WT/TPR/S/368.

Meat Labelling

In July 2021, the National Meat Inspection Service (NMIS) imposed the strict implementation of the minimum labelling requirements under NMIS Memorandum Circular No. 07-2021-018 (Reiteration of the Minimum Labelling Requirements for Imported Meat). However, businesses importing to the Philippines and bilateral trading partners, such as the USA and Canada, were unable to fully comply with the minimum requirements in NMIS MC No. 07-2021-018 (Reiteration of the Minimum Labelling Requirements for Imported Meat). In particular, businesses were unable to put in separate dates of manufacture i.e. slaughter and packaging. Instead, they used one date for both requirements. This is significant in the issuance of temporary bans to prevent the entry of animal and/or zoonotic diseases. This has created confusion and has resulted in hampered imports of meat into the Philippines.

Microbiological Specifications

A second example relates to the microbiological specifications as specified in NMIS Memorandum Circular No. 9 series of 2008 (Guidelines on the Assessment of Microbiological Quality of Fresh, Chilled and Frozen Meat). The regulation was enforced in 2008 and has not been amended since. NMIS MC No. 9 series of 2008 applies to both local and imported meat. For local meat, compliance with MC No. 9 s.2008 is a prerequisite before the issuance of an Official Meat Inspection Certificate (OMIC). For imported meat, the microbiological specifications in NMIS MC No. 9 s.2008 is used during the accreditation process. A commonly cited issue with this regulation is that the microbiological criterion is set at a stringent level to reflect a zero-tolerance policy for *Salmonella* and *E.coli*. However, producers argue that certain products are intended to be eaten after cooking i.e. a 'kill-step' for the microorganisms is conducted. The stringency of the regulation has led to some implementation problems, particularly with importers to the Philippines. Importers find that the regulation is too stringent. As a result, some importers have lodged appeals against the regulation with the NMIS. This regulation demonstrates the trade-off between SPS standards and trade outcomes.

Both regulations are designed to set standards for the safe consumption of meat to protect health. However, in doing so, these regulations may also hamper the trade of meat, if implemented in an overly burdensome way or if implemented inconsistently. Considering that it is for national regulatory authorities to implement international regulations, there can be variations in the way they are implemented. In particular, national government regulators may prefer to set stringent regulatory standards to protect consumers' health, without necessarily considering the impact on trade and businesses. To promote consumer health while at the same time facilitating Philippine trade in meat products, both regulations must be aligned with WOA's Terrestrial Code and Codex standards and consistently implemented across meat products and stakeholders.

Currently, the implementation of the standards as espoused in the regulations varies as to whom these will be applied to. In particular, NMIS MC No. 07-2021-018 (Reiteration of the Minimum Labelling Requirements for Imported Meat) is applicable and have to be complied with by importers. While NMIS MC No. 9 series of 2008 (Guidelines on the Assessment of Microbiological Quality of Fresh, Chilled and Frozen Meat) is applicable to both domestic producers and meat importers. Although the Philippines currently do not have export meat due to AI and ASF issues, the regulations directly impact the importation of meat. Based on the data of the Bureau of Animal Industry (BAI), the Philippines imported meat 1.2million MT of meat in 2023, with pork imported at 591,888MT followed by chicken at 426,619MT. The Philippines ranks 10th globally in meat consumption, with an average consumption of 15.1 kilograms per capita annually. Pork is the most consumed meat in the Philippines, with approximately 13.5 kilograms per capita, followed by poultry at 12.23 kilograms per capita annually. Beef and veal consumption per capita is lower, with around 3.3 kilograms annually as of recent statistics.

Carrying out a Regulatory Impact Assessment (RIA) process for both regulations will allow full scrutiny of the regulations, provide an opportunity for comments from affected stakeholders, and shine a light on whether there are aspects of the regulations that could be made less burdensome for businesses. The objective is to regulate better to ensure that the regulation is not trade disruptive. Considering the volume of import and the average consumption of meat in the Philippines, carrying out the RIA exercise on both regulations that will benefit importers will also benefit the consumers in the Philippines as they should have greater access to imported foods of a quality that meets international SPS standards. It is expected that the learning from the application of RIA in these meat regulations can be used later to other commodity regulations (e.g. fisheries) and to apply for exportation of agri- and fishery commodities.

Therefore, the above-mentioned regulations are good candidates for RIA implementation for this Project. Proportionate implementation of these regulations would help ensure the requirement on labelling and compliance with microbiological specifications are met, as well as supporting the growth of the meat sector.

2. How will addressing this problem(s) increase SPS capacity and facilitate safe trade?

This STDF project will pilot the implementation of RIA in two meat regulations related to SPS measures, implemented by the Philippines Department of Agriculture (DA) National Meat Inspection Service (NMIS). Implementing and institutionalizing RIA within NMIS will support compliance with the WTO SPS agreement by ensuring that SPS measures are applied appropriately, thereby adhering to international standards whilst reducing trade barriers.

The STDF project will aim to institutionalize RIA in the Philippines DA agencies and will bring about a significant update to the current RIA policy instrument. The project will specifically carry-out a pilot, which will consist on the implementation of RIA on two regulations in the meat sector. The lessons learned from that pilot will be incorporated and considered by the DA for all regulations in the agriculture and fisheries sectors, including agri-fishery machinery and equipment, which will use RIA tools to provide objective information on the benefits and costs of policy proposals, and guide decision-making. In doing so, this will involve improved cooperation on regulations across the relevant government agencies, as well as improved dialogue with the private sector.

The long-term goal of the project is to contribute to economic growth, competitiveness, and good governance in the safe trade of not only meat products but in a wider and more expansive agricultural and fishery commodity portfolio of the Philippines. As a result of this, there should be improvements in imports and exports of agricultural and fisheries products. Consumers in the Philippines should have greater access to imported foods of a quality that meets international SPS standards. Although as of the moment, the meat export of the Philippines has not yet taken off due to AI and ASF issues, it is expected that once these are managed and addressed, exporters in the Philippines will have improved access to export markets, whilst still being able to meet international SPS standards.

In attaining these goals, the updated RIA policy document will refer to the guidelines/manual developed by the Anti-Red Tape Authority (ARTA) which is based on the guidelines published by the Organization for Economic Co-operation and Development (OECD)³ and in line with the STDF Good Regulatory Practice Guide (GRP Guide).

More specifically, the STDF project will focus on two regulatory issues related to safe meat trade in the Philippines determined through *STDF/PPG7722: Piloting Use of RIA within the Realm of GRP in the Agriculture and Fisheries Sector in the Philippines*. These two regulatory issues are (1) labelling of meat products, and (2) setting of parameters for microbiological quality in meat.

For the regulation involving the labeling of meat products, the effects of the use of “Best Before/Best Before Quality Date” or “Minimum durability/Expiration Date” to label frozen and chilled meats will be assessed. The Philippine Department of Agriculture’s Bureau of Animal Industry (BAI) and NMIS issued Joint BAI-NMIS Memorandum Circular No. 3 s. 2021 (Extension of the Moratorium for the Strict Implementation of the Minimum Labeling Requirements for Imported Meat) to indefinitely extend the moratorium on the strict implementation of minimum labeling requirements for imported meat and poultry until existing guidelines and regulations are reviewed and amended. Secondly, the NMIS regulation on microbiological quality (NMIS Memorandum Circular No. 9 series of 2008⁴) will be reviewed for consistency and compliance with nationally set standards. In 2023, the DA approved Philippine National Standard (PNS)/Bureau of Agriculture and Fisheries Standards (BAFS) 372:2023 Primary and Postharvest Food and Feed — Product Standard — Microbiological Criteria, where Section 5.2 particularly Table 3 of the PNS/BAFS 372:2023 provides the microbiological criteria for meat.

³ OECD (2020), *Regulatory Impact Assessment*, OECD Best Practice Principles for Regulatory Policy, OECD Publishing, Paris, <https://doi.org/10.1787/7a9638cb-en>.

⁴ <https://nmis.gov.ph/images/pdf/mc-09-2008-05.pdf>

3. What specific deliverables are envisaged to address the SPS problem(s)? (Around 400 words)

This STDF Project was developed through an STDF PPG that included extensive consultations with relevant government agencies and the private sector and addressed the key needs identified by government agencies in the Philippines. It responded to issues affecting meat trade, identified by trading partners, and the private sector in the country. The three key regulatory needs that were identified included: implementation of RIA; setting up a Good Regulatory Practice (GRP) Network among regulators; and setting up of stocktaking of regulations. As a result of the STDF PPG workshop discussions in November 2021, the scope of the project was narrowed to piloting RIA and setting up a Good Regulatory Practice (GRP) Network. The STDF GRP Guide⁵, which aims to help SPS regulators in developing countries use GRPs to improve SPS measures and facilitate safe trade, will be used. The Guide will be used as a handbook.

The STDF project will achieve the goal and outcome through **the following outputs**:

3.1. Knowledge and skills of regulatory and policy personnel in the Philippines DA on RIA strengthened. The following activities are foreseen:

3.1.1. Establishment of a Sub-Working Group under the DA FSFG⁶ for RIA

Learning and Development-related interventions or in short RIA SWG. The DA FSFG is Chaired by the Assistant Secretary for Policy and Regulations and is composed of the Food Safety Regulatory Agencies (FSRA) of the DA. A sub-working group composed of the four border agencies of the DA namely Bureau of Plant Industry (BPI), Bureau of Animal Industry (BAI), National Meat Inspection Service (NMIS) and the Bureau of Fisheries and Aquatic Resources (BFAR) will be established. Other non-food safety regulatory agencies such as the Bureau of Soils and Water Management, Philippine Coconut Authority, and Fertilizer and Pesticide Authority, may be invited to the Sub-Working Group, as necessary.

3.1.2. Review existing training material on RIA (7 modules) with ARTA. With the support provided by the external consultant and technical expertise of the DA FSFG Sub-Working Group members, a review of the training manual will be initiated. The previously used training manual used during the B-SAFE funded capacity building activity will be used as the main working documents. The ARTA will be involved during the review process.

3.1.3. Drafting of revised training materials. The external consultant will revise the training manual based on the results of the review and will be harmonized with the ARTA RIA Manual and relevant forms. The revised training manual will be circulated to the DA FSFG members, and other DA regulatory agencies, Agricultural Training Institute (ATI), and ARTA for comments and suggestions.

3.1.4. Dry run of learning modules, assessment and revision/finalization of training materials. For the dry run of learning modules, the external consultant will facilitate the conduct of the dry run. A maximum of 10 respondents will be selected from the DA regulatory agencies (i.e. 8 Food Safety Regulatory Agencies and 3 non-food safety regulatory agencies), and ATI. The dry-run will help identify hard to teach topics, identify trouble spots, and get a better understanding of how all the topics will fit together. A feedback session will be carried out after the dry-run. Revisions will be made on the draft training modules, as necessary.

3.1.5. Training of food safety regulators using the revised training materials (3 batches). The 11 DA regulatory agencies will be trained in three batches. The batches will be grouped based on the sector regulated, particularly Batch 1 (Crops), Batch 2 (Livestock, Dairy and Fisheries), Batch 3 (Non-Food, including Machinery). Each batch may include representatives from the ATI and the DA-Policy Research Service (PRS) to ensure institutionalization of the learning.

3.1.6. Development of 3-year RIA capacity development plan. Facilitated by external consultant and attended by the DA regulatory agencies (i.e. 8 Food Safety Regulatory Agencies and 3 non-food safety regulatory agencies), a 3-year capacity development plan with clear and practical timeline, measurable indicators and

⁵ See: [STDF_GRP_Guide_EN.pdf \(standardsfacility.org\)](#)

⁶ Food Safety Focal Group

realistic budget will be prepared. The draft will be presented to the PSC for review and finalization. The 3-year capacity development plan will also include monitoring and evaluation strategies.

3.2. RIA carried out for selected meat regulations and lessons learned catalogued for inclusion in the RIA policy instrument for the agriculture and fisheries sectors The following activities are foreseen:

- 3.2.1. **Stock-taking of livestock-related regulations affecting imports.** The list of livestock-related regulations related to the importation of meat will be developed by the external consultant. By generating the list, it will help the NMIS better understand the regulations that exist related to the livestock sector, and will help in deciding which among the meat-related regulations needed an impact assessment. The relevant meat regulations will be retrieved from the website of the DA and the NMIS.
- 3.2.2. **Selection of regulations on meat subjected to RIA (Pilot).** The RIA will be piloted to two regulatory issues: (1) labelling of meat products, and (2) setting of parameters for microbiological quality in meat. The pilot activity will perform an in-depth analysis to ensure consistency between the two regulations and WOA's Terrestrial Code and Codex standards.
- 3.2.3. **Development of NMIS Quality Procedure (QP) for the conduct of RIA.** Implementing a 'learning by doing' RIA pilot project in NMIS with external consultant(s) working side by side with local partners in the NMIS to do capacity-building implementation on how to use the RIA tool. RIA documents from the NMIS presenting regulatory alternatives, their cost-benefit impacts, and implementation aspects (labelling, microbiological) will be catalogued towards the development of a Quality Procedure for the conduct of RIA that can be used for future RIA. The draft NMIS Quality Procedure on RIA will also be shared with other DA Regulatory Agencies through one of the meetings of the DA General Assembly of Regulatory Agencies (GARA)⁷.
- 3.2.4. **Review and cataloguing of lessons from pilot testing for RIA on selected meat regulations, including recommendations for improving the existing DA circular on RIA.** From the RIA documents from the NMIS pilot project will be catalogued and analysed. The lessons will be documented and will be used as inputs to the revision of the existing DA circular on RIA.

3.3. Updated RIA policy instrument for application in the agriculture and fisheries sectors. The following activities are foreseen:

- 3.3.1. **Review of the existing RIA Policy Instrument (Circular) to integrate lessons from the pilot meat RIA experience.** The DA Regulatory Clearinghouse Secretariat will facilitate the review of the existing RIA policy and the report on the pilot testing for RIA on selected meat regulations. The Secretariat will identify the areas of possible improvements as identified in Task 2.4 above.
- 3.3.2. **Drafting of revised/updated RIA Policy Instrument (Circular).** With the technical expertise on RIA tools provided by the external/legal consultant, the consultant in collaboration with the DA Regulatory Clearinghouse Secretariat will come up with the draft revised or updated RIA policy instrument. The revised policy instrument will be initially consulted with the NMIS, as the pilot project recipient for their comments and further suggestions. The policy instrument, may also include elements of the Quality Procedure drafted in 2.3 above.
- 3.3.3. **Consultation with the DA Regulatory Agencies and relevant stakeholders.** The draft revised or updated RIA policy instrument will be consulted with the DA regulatory agencies and private stakeholders through the Philippine Council for Agriculture and Fisheries (PCAF). The consultation will be facilitated by the external consultant, with the additional assistance provided by the DA Regulatory Clearinghouse Secretariat. Various modalities of consultations may be explored to ensure maximum participation. The comments during the consultation will be documented and will be incorporated in the draft policy instrument, as deemed fit by the DA Regulatory Clearinghouse.
- 3.3.4. **Submission and approval of the revised/updated RIA Policy Instrument.** The revised or updated RIA policy instrument will be submitted by the DA Regulatory

⁷ https://www.da.gov.ph/wp-content/uploads/2024/03/so412_s2024.pdf

Clearinghouse Secretariat to the DA Legal Service for legal scrubbing. The DA Regulatory Clearinghouse Chairperson will endorse the legally reviewed policy instrument to the DA Secretary for approval.

The project's review of the RIA administrative circular, meat regulations, training, and other institutionalization activities will follow the RIA procedures both at the national and Department levels of the government. The RIA process has been required by law since 2018.⁸ Implementation of it in Philippine agriculture and fisheries sector was initiated three years ago with administrative circulars.⁹

- 3.4. **Operational GRP Network (GRPN).** Drawing from the learnings of the ASEAN-OECD GRPN, a GRPN in the DA will be established to serve as venue and create events where knowledge of good practices that are implemented in the sector will be shared. Through the network and events, the level of understanding among regulatory agencies about the types of practices they are undertaking to create good regulations will be raised. The GRPN will involve DA regulatory agencies, with some engagement from the industry.

The recently established DA General Assembly of Regulatory Agencies (GARA)¹⁰ may initially serve the purpose. The GARA serves as the forum for the regulatory agencies to discuss and resolve inter-agency regulatory issues and concerns and ensure harmonization of all regulatory policies and programs of the Department.

The following activities are foreseen:

- 3.4.1. **Establishment of DA GRP Network through a series of meetings.** In collaboration with the DA Undersecretary for Policy, Planning and Regulations, and the DA Assistant Secretary for Regulations, the external consultant will facilitate the discussions towards the establishment of DA GRP Network. During the series of meetings, the purpose, Terms of Reference (TOR), and operation of the network will be discussed.
- 3.4.2. **Organization of network events to share experiences,** starting with the livestock sector. A once-a-year GRP Network event will be conducted. For the first GRP Network event, the NMIS and BAI will be tapped to sponsor and document this event. The technical assistance, financial assistance, and network of private stakeholders of the DA-PCAF will be tapped for this annual event.
- 3.4.3. **Documentation and dissemination of success case stories of DA.** The DA Regulatory Clearinghouse Secretariat will document the GRP Network events.

⁸ See Republic Act (RA) No. 11032 (Ease of Doing Business Act of 2018).

⁹ See Department of Agriculture's (DA) Administrative Circular No. 8 (2022), Administrative Circular No. 1 (2024) and Special Order No. 306 (2024).

¹⁰ https://www.da.gov.ph/wp-content/uploads/2024/03/so412_s2024.pdf

4. LOGFRAME MATRIX

	Project Description	Measurable Indicators/Targets	Sources of Verification	Assumptions
Goal	Increased and diversified safe trade (imports) of meat and meat products	<p>Increase over the three-year period of the value and volume of imported meat and meat products in the Philippines relative to base year. (Target, at least 2% for volume, and at least 5% for value in real terms).</p> <p>Increase number of accredited countries approved to export meat in the Philippines¹¹ (Target: at least 3) Baseline: 2023-2 countries / 2019- 1 country</p> <p>Increase number of individual accreditations approved to export meat to the Philippines¹² (Target: at least 10). Baseline: 2018 - 22 foreign meat establishments (FMEs) / 2016 - 7 FMEs</p>	<p>UNCTAD Comtrade</p> <p>Philippine Statistics Authority (PSA)</p> <p>National Meat Inspection Service (NMIS) Statistics</p> <p>Bureau of Animal Industry (BAI) Statistics</p>	<p>Stable political environment</p> <p>Stable economic policies and absence of a major economic crisis</p> <p>No major changes in the dynamics of the meat sector</p> <p>Meat production is insufficient to cater to the needs of the domestic population and the industry</p> <p>Absence of a major domestic natural catastrophe</p>
Immediate Objective/ Result/ outcome	Improved regulation on imports by piloting the Regulatory Impact Assessment (RIA) Policy Instrument in the meat sector, later extended to overall agriculture and fisheries sectors.	<p>Regulatory Impact Assessment (RIA) Policy Instrument updated for the agriculture and fisheries sectors (Target: 1)</p> <p>Number of regulations approved and circulated through the DA Department Circulars webpage, following application of updated RIA policy instrument. (Target: At least 5)</p>	<p>Database of policy instruments at the Philippine Department of Agriculture (DA) website</p> <p>Monitoring and baseline assessment reports relevant to the target meat safety regulations</p>	<p>DA¹⁴ and ARTA¹⁵ continues to enforce continue to enforce the requirement of conducting RIA in formulating food safety regulations</p> <p>Business sector demands enforcement of RIA in new regulations</p>

¹¹ Accredited Countries Approved to Export Meat into the Philippines https://nmis.gov.ph/images/pdf/accredited_list/2023/apr/fme202302.pdf

¹² Accredited Countries Approved to Export Meat into the Philippines https://nmis.gov.ph/images/pdf/accredited_list/2023/apr/fme202302.pdf

¹⁴ Department of Agriculture

¹⁵ Anti-Red Tape Authority

	Project Description	Measurable Indicators/Targets	Sources of Verification	Assumptions
		Number of new Licenses to Import Issued to compliant meat importers by 2028 (Target: 1500)	Database of the agency on the number of regulatory documents issued ¹³	<p>Target sector is identified with enough available data to assess indicators identified.</p> <p>Policy instrument is fully implemented and adopted by the competent authority</p> <p>Policy instrument has undergone public consultation and has incorporated the comments and addressed the concerns of the target stakeholders</p>
Output 1	Knowledge and skills of regulatory and policy personnel in the DA on RIA are strengthened	<p>Number of capacity development interventions / trainings conducted (Target: 3)</p> <p>Number of regulatory/policy personnel trained (disaggregated by gender) (Target: 84*)</p> <p>Number of regulatory/policy personnel (disaggregated by gender) with increased knowledge and skills after trainings (Target: 84*)</p> <p>Number of PIA/RIA prepared by trained regulatory/policy personnel (Target: 11, at least 1 per agency)</p> <p>(*)Note: The target of 84 will come from from the 11 DA regulatory agencies, 2 representatives each and 3 batches = total to 66 participants for the 3 batches. The remaining number of trainees will come from the Agricultural Training Institute (ATI), Policy Research Service (PRS) and the Office of the Assistant Secretary for Policy and Regulations (12 pax).</p>	<p>Updated Training Materials on RIA</p> <p>Consolidated Training Report</p> <p>Analysis of examination taken by the regulatory/policy personnel trained, to measure their knowledge gained on RIA (pre- and post-training exam)</p> <p>Feedback from regulatory/policy personnel (disaggregated by gender) regarding the learning module used (Target: 84*)</p>	<p>The DA Regulatory Agencies have identified the divisions/sections involved in the RIA process (i.e. policy formulation, implementation of regulation)</p> <p>The learning module developed is adequate and focuses on hard-to-teach topics based on the results of frequently asked questions</p>

¹³ List of Valid Meat Importers as of June 2024 - 453 Companies [Source: https://nmis.gov.ph/images/pdf/accruited_list/2024/vmi20240621.pdf]

	Project Description	Measurable Indicators/Targets	Sources of Verification	Assumptions
Activities	<ol style="list-style-type: none"> 1. Establishment of a Sub-Working Group under the DA FSFG¹⁶ for RIA Learning and Development-related interventions 2. Review existing training material on RIA (7 modules) with ARTA 3. Drafting of revised training materials 4. Dry run of learning modules, assessment and revision/finalization of training materials 5. Training of regulators using the revised training materials (3 batches) 6. Development of 3-year RIA capacity development plan 			
Output 2	RIA carried out for selected import meat regulations (pilot) and lessons learned catalogued for inclusion in the RIA policy instrument for the agriculture and fisheries sectors	<p>Number of major meat regulations having applied RIA (Target: 2)</p> <p>Document with recommendations coming from pilot testing RIA on selected meat regulations, to improve the existing DA circular on RIA (Target: 1)</p> <p>Number of National Meat Inspection Service (NIMS) Quality Procedures on RIA developed (Target: 1)</p>	<p>Inventory of meat regulations affecting trade</p> <p>Regulatory Notification Forms (RNF) submitted to ARTA</p> <p>Approved quality procedure for the conduct of RIA tailored-fit for NMIS</p> <p>Document with recommendations to improve the existing regulatory document</p> <p>Approved and enrolled Quality Procedures on Conduct of RIA</p>	<p>Top management of the competent authority has its full commitment to the project</p> <p>NMIS¹⁷ continues to support the RIA process for improving livestock regulations</p> <p>NMIS has available inventory of livestock regulations</p>
Activities	<ol style="list-style-type: none"> 1. Stock-taking of livestock regulations affecting trade 2. Aligning pilot meat regulations on labelling and microbiological quality with international standards. 3. Selection of regulations on meat subjected to RIA (Pilot) 4. Development of NMIS Quality Procedure (QP) for the conduct of RIA 5. Review and cataloguing of lessons from pilot testing for RIA on selected meat regulations, including recommendations for improving the existing DA circular on RIA 			

¹⁶ Food Safety Focal Group

¹⁷ National Meat Inspection Service

	Project Description	Measurable Indicators/Targets	Sources of Verification	Assumptions
Output 3	Updated RIA Policy Instrument for application in the agriculture and fisheries sectors, applicable for both exports and imports	<p>Revised RIA Policy Instrument taking into account lessons learned from the pilot in the meat sector (Target: 1)</p> <p>Number of public-private consultations and meetings held to finalize the RIA Instrument (Target: 2)</p>	<p>Database of policy instruments at the Philippine Department of Agriculture (DA) website</p> <p>Reports and minutes of meetings</p>	The DA Undersecretary for Policy, Planning and Regulations and the Assistant Secretary for Regulations, and ARTA of the Philippine Government continue to enforce the requirement of conducting RIA in formulating food safety regulations
Activities	<ol style="list-style-type: none"> 1. Review of the existing RIA Policy Instrument (Circular) to integrate lessons from the meat RIA experience 2. Drafting of revised/updated RIA Policy Instrument (Circular) 3. Consultation with the DA Regulatory Agencies and relevant stakeholders 4. Submission and approval of the revised/updated RIA Policy Instrument 			
Output 4	Operational Good Regulatory Practices (GRP) Network within the DA with strong involvement of the relevant private sector in the agriculture and fishery	<p>Issued Special Order establishing the DA GRP Network including the purpose, terms of reference, operation, involvement of the private sector (Target: 1)</p> <p>Number of Consolidated network events Success stories Case studies (Target: 2)</p>	Database of policy instruments at the Philippine Department of Agriculture (DA) website	RIA Oversight Committee of the DA and Anti Red Tape Authority of the Philippine Government continue to enforce requirement of conducting RIA in formulating food safety regulations
Activities	<ol style="list-style-type: none"> 1. Establishment of DA GRP Network through a series of meetings. Discuss on the purpose, Terms of Reference (TOR), and operation of the network 2. Organization of network events to share experiences, starting with the meat sector 3. Documentation and dissemination of success case stories of DA 4. Outreach activities to meat importers on the regulations related to their sector 			

5. Risk Matrix

Results	External risks	Impact ¹⁸	Mitigation measures
Goal Increased and diversified safe trade (imports) of meat and meat products	Stable political environment	Low	The Ease of Doing Business (EODB) Law (Republic Act No. 11032) requires all government agencies to conduct RIA for all its proposed major regulations (new or existing regulation).
	Stable economic policies and no major economic crisis	Low	
	No major changes in the dynamics of the meat sector	Low	
Outcome: Regulatory Impact Assessment (RIA) Policy Instrument applied in the meat sector and lessons learned used to update the RIA policy instrument for all regulations in agriculture and fisheries sectors	SPS system described as overly prescriptive, functioning mainly as a tool for market control, complex, has numerous implementation modalities ¹⁹ , ²⁰	Medium	Utilize DA SPS Focal Group and the DA General Assembly of Regulatory Agencies (GARA) to clarify overlapping functions. The legal personality of the GARA is further strengthened through the recently issued Department Order No. 03 series of 2025: Institutional Framework for Regulatory Governance in the Department of Agriculture. In Section 7 of DO No. 3 s.2025, the GARA shall serve as the platform for the coordination and shall meet at least once every quarter.
	ARTA is disengaged in collaborating with DA in institutionalizing RIA	Medium	Memorandum of Agreement (MOA) between DA and ARTA to establish the mechanism of cooperation and regular dialogue Involvement of ARTA from the start of the process of institutionalization
	Private sector does not have appreciation of regulatory policies undergoing RIA	Low	Conduct dialogues/consultations with private sector on draft regulatory policies, including the importance of the RIA process At least two national private sector organizations will be approached buy in and participate in this STDF project.
	Regulatory personnel trained on the conduct of RIA is resistant to change and do not apply RIA	Low	Conduct of RIA is a requirement in the revised policy instrument
	Buy-in from senior leadership and other DA agencies	High	Undersecretary for Policy, Planning and Regulations will chair the GRPN-DA The DA Secretary, in the 2025 Internal Budget Conference, instructed the conduct of RIA to harmonize and streamline existing regulatory processes and requirements.

¹⁸ High: Requires immediate action; Medium: A mitigation plan should be in place; 3 Low: No specific action required but the situation should be monitored.

¹⁹ Van der Meer, K. and M.Marges (2014). Implementing SPS measures to facilitate safe trade in the Philippines. Country study conducted for the Standards and Trade Development Facility, p.14. Viewed at: http://www.standardsfacility.org/sites/default/files/Implementing_SPS_Measures_to_Facilitate_Safe_Trade_Philippines_Jun-2014.pdf

²⁰ World Trade Organization. 2018. Trade Policy Review: The Philippines. WT/TPR/S/368.

Results	External risks	Impact ¹⁸	Mitigation measures
			The DA recently issued Department Order No. 03 series of 2025: Institutional Framework for Regulatory Governance in the Department of Agriculture which identified 3 regulatory functional areas: Regulatory Management, Regulatory Policy Development, and Regulatory Implementation.
Output	Low participation of regulatory/policy personnel in trainings on RIA	Medium	Secure endorsement letter from the senior leadership to ensure attendance from across the agencies. Agencies assign permanent and alternate focal person on RIA The DA Secretary, in the 2025 Internal Budget Conference, instructed the conduct of RIA to harmonize and streamline existing regulatory processes and requirements.
	Collaboration and cooperation across the agencies	Medium	Secure endorsement letter from the senior leadership to ensure attendance from across the agencies.
	Recommendations from pilot testing is not properly documented	Low	A personnel is assigned from the external consultant to document the lessons learned from the pilot testing
	Low participation of stakeholders during the public-private consultations and meetings	Low	Information about the consultation will be disseminated through the website and social media platforms to ensure maximum participation of relevant stakeholders
	GRP Network is not established	Low	Undersecretary for Policy, Planning and Regulations will chair the GRPN-DA The DA Secretary, in the 2025 Internal Budget Conference, instructed the conduct of RIA to harmonize and streamline existing regulatory processes and requirements.
	Delay in the delivery of outputs	Medium	Institutionalize monitoring mechanism to ensure timely delivery of outputs

6. Who will benefit from the project and how?

The STDF project has the following beneficiaries:

1. Regulators from the eight food safety regulatory agencies²¹ and three non-food regulatory agencies²²
2. Other policy and regulations related offices of the Department of Agriculture such as: Philippines DA Policy Research Service (PRS) - Food, Agriculture and Fisheries Policy Division

²¹ Bureau of Animal Industry (BAI), National Dairy Authority (NDA), National Meat Inspection Service (NMIS), Bureau of Fisheries and Aquatic Resources (BFAR), Bureau of Plant Industry (BPI), Fertilizer and Pesticide Authority (FPA), Philippine Coconut Authority (PCA), Sugar Regulatory Administration (SRA)

²² Philippine Fiber Industry Development Authority (PhilFIDA), National Tobacco Institute (NTA), Bureau of Agriculture and Fisheries Engineering (BAFE)

- (FAFPD), and the Office of the Assistant Secretary for Policy and Regulations (OASPR) - Agriculture and Fisheries Regulatory Support Office (AFRSO).
3. Private sector players /companies in the meat sector (importers); and
 4. Consumers

The STDF project aims to enhance cooperation between DA agencies and strengthen their regulatory network, GRPN-DA. In addition, it will collaborate with ARTA to submit an updated RIA policy instrument developed through its pilot in the meat sector for approval. The project will also encourage cooperation between regulatory agencies and regulated entities by involving them in the use of RIA, which involves public-private consultation as a core part of the process.

When regulatory agencies use RIA to evaluate the costs and benefits of regulations, they will engage in public consultation. This will enable them to reach out to key stakeholder groups to gain insight into their views on the regulation, its impact on stakeholders, and suggestions for improvement. This process ensures that the opinions of stakeholders are heard and incorporated into the regulations they need to follow.

Specifically, the STDF project will inform stakeholders in the meat industry about the new public consultation process that will be conducted as part of RIA. A dedicated event for stakeholders in the meat industry will be held to inform them about the RIA process and how it will improve the process of creating new regulations. This will provide an opportunity for consumer groups and the private sector to share their opinions on the RIA tool.

National private sector organizations (i.e. Meat Importers and Traders Association [MITA], CarGill) will be invited to participate in this STDF project to provide a private sector perspective on proposed regulatory reforms during stakeholder consultations and focus group discussions.

The project is committed to disseminating its planned pilot RIAs and reports of related activities, such as the holding of consultations on its planned revised RIA policy instrument of the DA but also on the pilot RIAs on meat labelling and microbiological standards of meat trade. Among its performance indicators, the project is committed to disseminating its publications and reports of its activities as widely as possible to elicit comments of stakeholders not just on the policy instrument but on the RIAs as well. This is currently required by the Department of Agriculture to gather inputs from stakeholders and to increase transparency.

7. How will the project address gender-related needs?

This project intends to apply RIA. This means that SPS regulators rely on RIAs to assist them in balancing considerations from a range of disciplines, looking at trade, economic, and health aspects, but also possible environmental, social, gender-related, and other aspects of SPS measures, as appropriate.

There is a specific chapter on Gender on using GRPs to help mainstream gender in SPS measures in the STDF's GRP Guide, which this project is committed to follow. It is acknowledged that compliance with SPS measures may not be gender neutral, particularly in value chains where women represent a large share of the workforce or are substantially involved in cross-border trade. Women face constraints that may influence their ability to comply with SPS measures including care responsibilities, gendered social norms, labour market segregation, lower skills, restricted access to information and financing, etc. SPS measures may empower or disempower women and/or impact the burden they face on a day-to-day basis, their social position and overall welfare.

As such, in this project, and as part of the normal RIA process, regulators will address the gendered nature of SPS measures as far as possible, including if and how the two regulations may disproportionately affect women's participation in trade. Use of GRPs provides a way for SPS regulators to consider the gender impacts of SPS measures, including the extent to which women and men are able to comply with these measures and/or are adversely impacted. The project will address the guiding questions in the GRP Guide related to Gender²³.

The STDF project will therefore involve senior leadership, regulatory agencies, and stakeholders in the meat industry. In the development, implementation, and monitoring of regulatory policies,

²³ See: [STDF GRP Guide_EN.pdf](#) " Key questions to promote a "gender lens" in SPS measures", Box 6, page 26.

women have an important role to play. The Project, therefore, will take into account gender aspects in implementing all activities.

During the establishment of the Sub-Working Group under the DA FSFG, and identification of trainees, and consultation of the updated RIA policy document, the participation of women will be encouraged. The number of trained women food safety regulators who are tasked to draft, implement, and monitor regulatory policies is measurable and is key in determining their level of involvement and how participation can be improved. The exchange of experience, information, and resources of different genders will be encouraged at all levels of implementation. Gender balance and other diversity aspects will also be considered.

8. How will the project address issues related to the environment?

The project's main activities include the implementation of RIA in DA agencies, conducting training courses, and organizing network events. The implementation of RIAs in the Philippines DA NMIS may also have an environmental impact. However, it is currently unclear whether the environmental impact of implementing RIA on these regulations will be positive or negative. Usually, when RIAs are conducted, the costs and benefits are assessed, which include economic, social, and environmental considerations. In the Philippines, environmental considerations are usually incorporated in laws and regulations drafted by the Department of Environment and Natural Resources (DENR). The environmental assessment associated with a new or revision of an existing policy related to agriculture is 'new' in the Philippines. By implementing this project, and having the environmental aspect incorporated in the assessment, the Philippines can further learn from this experience. The learning from this project will be taken into account during the drafting of new policies.

9. How does this project fit into the national/regional SPS context?

The STDF project aims to build upon the RIA training provided by ARTA, DAP, and B-SAFE²⁴ or the Building Safe Agricultural Food Enterprises (B-SAFE) Project. It will also incorporate the lessons learned from the RIA implementation project led by the Philippines' Department of Tourism (DOT), funded by the Asian Development Bank (ADB) and the Government of Canada, to institutionalize RIA in the NMIS and other DA agencies.

Since 2019, ARTA has implemented an RIA institutionalization program in partnership with UPPAF-RESPOND to help implement the requirement in the Ease of Doing Business Law of implementing RIA before issuing new regulations. This program was piloted in 27 agencies with USAID grant to UPPAF Respond. With the recent closure of all USAID activities world-wide, this assistance to ARTA is no longer available. The DAP also has a separate RIA training program. DAP conducts RIA technical assistance upon demand by the agencies using their respective internal funds. This grant of STDF to the DA, once enabled, will be the only donor-assisted institutionalization program of RIA in the Philippines.

In the agriculture and fisheries sector, the Philippines DA requested assistance from the B-SAFE Project, funded by USAID, regarding the RIA training of nine food safety regulatory agencies and one support agency.

B-SAFE is a four-year project (October 1, 2019-July 31, 2024) funded by the United States (US) Department of Agriculture and implemented by Winrock International. The project aims to increase agricultural productivity by improving sanitary and phytosanitary standards (SPS) in production and management of cold chain and supply chains and to expand trade of agricultural products by improving the Philippines regulatory agencies capacity to manage risk-based systems, promote awareness of biotechnology, enhance regulatory standards and processes, enhance domestic and export linkages, and build capacity of private sector to leverage investments. The project achieved these goals through the conduct of five inter-connected activities. It is envisioned that by the end of the four-year project, the following results will be achieved: 56,028 individuals benefitting from USDA assistance, 17 new public-private partnerships formed, \$1.1M new public and private sector investment leveraged, and 6 policies, regulations, and/or administrative procedures developed as a result of USDA assistance.

²⁴ https://winrock.org/wp-content/uploads/2020/01/Revised-Winrock-Word_Handout-B-SAFE.pdf

This STDF project is also aligned with the DA 3-year plan of achieving food security and developing the agriculture and fisheries sector as a profitable industry for farmers, fisherfolk, and all stakeholders involved in the value chain. It specifically responds to the key strategy of balancing the developmental and regulatory roles of the DA, by streamlining regulatory processes, effectively communicating policies to stakeholders, ensuring transparency in regulation enforcement, and assisting stakeholders to be compliant with regulatory documents.

10. How does this project complement or build on other initiatives?

The STDF project is a crucial initiative aimed at implementing the RIA tool in the agricultural and fisheries sector of the Philippines. This project complements the efforts of the ARTA and the DAP in raising awareness of the GRP and RIA tools among regulators in the country. However, the implementation of the RIA tool is still limited due to factors such as lack of time, staffing, and capacity.

In 2022, the DA approved Administrative Order No. 8 series 2022 *Requiring the Conduct of Regulatory Impact Assessment (RIA) in the Modification, Repeal, or Formulation of Existing or New Regulations*. As a result, Secretary William D. Dar requested technical assistance from the B-SAFE Project regarding the RIA training of eight food safety regulatory agencies and two support agencies. The STDF project aims to build on the RIA training provided by ARTA, DAP, and B-SAFE by providing specific capacity-building training to colleagues at the NMIS through a 'learning by doing' workstream. From 2022 to 2023, the DA agencies complied with the requirements of AO No. 8 s. 2022 and challenges during implementation were observed. With this, the DA recently issued Administrative Circular No. 1 series 2024 *Guidelines on the Conduct of Regulatory Impact Assessment (RIA) for the Proposed Regulations in the Department of Agriculture*²⁵ as an update to its current policy regime on RIA. Furthermore, the Philippines Department of Agriculture (DA) issued Special Order No. 306 series of 2004 which created the Oversight Committee for the Regulatory Clearinghouse System to operationalize and implement the relevant provisions of AC No. 1 series of 2024. The Regulatory Clearinghouse will review and provide comments on the proposed regulations and will endorse to ARTA all proposed regulations for Preliminary Impact Assessment (PIA) or RIA, as necessary.

This workstream will allow NMIS colleagues to gain practical experience by working with an external consultant and trialing the use of RIA with specific regulations. This goes one step further than the RIA training provided by ARTA, DAP, and B-SAFE by allowing NMIS colleagues to use the RIA tool with expert guidance. This STDF project will also build on the RIA implementation project led by the Philippines' Department of Tourism (DOT), funded by the Asian Development Bank and the Government of Canada, to institutionalize RIA in the NMIS and other DA agencies, incorporating the lessons learned from the DOT project.

At the regional level, the STDF project is directly complementary to the regional-level work of the ASEAN-OECD Good Regulatory Practice Network (GRPN), which aims to foster good regulatory practices within the Philippines and build on good practices in Malaysia. The GRPN is co-chaired by Malaysia and New Zealand and comprises around 70 officials from ASEAN member states and OECD member countries. This platform allows policymakers to exchange good practices and mutual learning, and it meets annually to discuss relevant topics.

In summary, the STDF project is a crucial initiative that complements the national-level work of ARTA, DAP, and the B-SAFE Project, and the regional-level work of the GRPN. By providing capacity-building training to NMIS colleagues and promoting good regulatory practice, this project will help enhance the implementation of the RIA tool and improve the regulatory environment in the Philippines.

11. How was this project developed?

The design of this project is largely based on the key findings of the STDF/PPG/722, where the state of RIA in the agricultural and fisheries sectors was compared against the current recommendations

²⁵ https://www.da.gov.ph/wp-content/uploads/2024/02/ac01_s2024.pdf

from international organizations on GRPs. The PPG implementation included extensive consultations with relevant government agencies and the private sector. The consultant conducted interviews and desk-based research in November 2021 among the DA agencies and did not find any projects specifically regarding the implementation of RIA in the agricultural and food sectors. The project is based on the key needs identified by government agencies in the Philippines. It responds to issues affecting meat trade, identified by trading partners, and the private sector in the Philippines.

The key findings were as follows:

- The process of design, implementation, and review appears to be similar for SPS and non-SPS regulations.
- The agencies are aware of aspects of the Philippines' 'Regulatory Management System' or the need for a whole-of-government approach but are not consistently aware of the same body of knowledge or understanding.
- The design and implementation of regulations appear to be top-down, with some public consultation.
- Agencies are usually aware of and have been trained in RIA. However, it is not yet widely implemented amongst agricultural and fisheries regulatory agencies, if at all.

In line with this, the three key regulatory needs that were identified included: implementation of RIA; setting up a Good Regulatory Practice Network among regulators; and setting up stocktaking of regulations. As a result of the STDF PPG workshop discussions in November 2021, the scope of the project was narrowed to piloting RIA and setting up a Good Regulatory Practice Network.

This project proposal seeks to bring together the regulatory needs identified in the research phase with a feasible, realistic project that can be successfully implemented in the Philippines' agriculture and fisheries sector, within the STDF remit of seeking to improve trade and SPS standards. The proposed project seeks to implement and institutionalize RIA in the DA through the lessons learned from the pilot, using the NMIS as the pilot agency.

12. How the project will be implemented?

The STDF project is proposed to be implemented by the U.P. Public Administration Research and Extension Services Foundation, Incorporated (UPPAF). All of the members of the Foundation are faculty members of the National College of Public Administration and Governance, University of the Philippines. The organization is implementing a United States Agency for International Development - Philippines (USAID) project called the Regulatory Reform Support Program for National Development (RESPOND). One of the activities of RESPOND is providing technical assistance to the ARTA. RESPOND had been operating for four years now (2019-2022), and was just extended by USAID-Philippines for another three years (2025).

Within UPPAF, the project will be headed by a Team Leader, who will be assisted by two key personnel, namely the Deputy Team Leader, and the Monitoring and the Evaluation and Research Officer. The indicative tasks of each of the proposed personnel are found in Annex 3. Two advisors will be appointed by the President of UPPAF, who will serve on a pro bono basis.

The following stakeholders will be involved in the project implementation:

1. National Meat Inspection Service (NMIS) - recipient agency and will be a member of the Project Steering Committee. As the recipient agency, NMIS will be involved in all stages of the project implementation.
2. Eight Food Safety Regulatory Agencies (FSRA)²⁶ - training recipients. The three border agencies namely BPI, BAI and BFAR will be involved as sub-working group members during the review of the training materials. All eight FSRA will participate during the dry-run of the training materials, and in meetings and consultations of the revised policy instrument.
3. Office of Assistant Secretary for Policy and Regulations (OASPR) - Project overseer will collaborate with the external consultant in the implementation of the project
4. DA Food Safety Focal Group (FSFG), composed of the 8 FSRA and 3 support agencies namely: Bureau of Agriculture and Fisheries Standards (BAFS), Food Development Center (FDC), and Agricultural Training Institute (ATI) will be training participants and will participate in trainings and consultations of the revised policy instrument.

²⁶ Bureau of Animal Industry, the National Meat Inspection Service, the Bureau of Fisheries and Aquatic Resources, the Bureau of Plant Industry, the Fertilizer and Pesticide Authority, the Philippine Coconut Authority, the Sugar Regulatory Administration and the National Food Authority

5. Anti-Red Tape Authority (ARTA) will be consulted during the review of the training materials and participate in meetings and consultations of the revised policy instrument.
6. Philippine Council for Agriculture and Fisheries (PCAF) and its Sectoral Committees will be tapped during the meetings and consultations of the revised policy instrument.
7. Other DA regulatory agencies such as the Philippine Fiber Development Authority (PhilFIDA), the National Tobacco Authority (NTA), and the Bureau of Agricultural and Fisheries Engineering (BAFE) will be invited as training participants (3 batches).

The STDF project will be directed by a Project Steering Committee (PSC), chaired by the Undersecretary of Policy, Planning and Regulations and vice-chaired by the Assistant Secretary for Policy and Regulations. Indicative members include Policy Research Service (PRS) and NMIS. The Philippines Anti-Red Tape Authority (ARTA), private sector representatives (associations) will be invited to attend. The STDF will also be part of the PSC. Representing the implementing organization, are the Activity Team Leader and the President of UPPAF. will serve as the coordinators for PSC meetings. The PSC will provide the overall policy direction and focus to the STDF PG, advise on any modification to the project plan, and will review all project reports and endorse/approve the same.

The PSC shall meet every six months, beginning with the start of the STDF project. Depending on the topic to be discussed, the members of the PSC may invite *ad hoc* member(s) to provide their respective expertise to the discussion of the PSC. The Project Steering Committee will consider the semi-annual Progress Reports and will advise on any modification to the project plan, which will be discussed with STDF.

13. How will project results be communicated?

The project will have a communications officer responsible for developing a communications plan and related calendar throughout the life of the project, including the target audience, media to be used, products to be developed and expected results. This communications officer must consider all the aspects contemplated in the STDF Communications Plan²⁷. The communication plan of the project is designed to maintain close contact and communication with all the actors involved and serve as a means of disseminating the progress and results obtained.

Dissemination, communication, and outreach will be achieved through the creation of a webpage devoted to the project activities and outputs on the UPIAFs website and using its social media (including Facebook, Twitter, and LinkedIn) as the project's main tools for outreach and public communication. Communications products may include news items, photos, videos, web updates and social media posts (using #STDF and #SafeTrade). In addition to reporting on project progress and milestones, an emphasis will be placed on producing human-interest success stories.

Furthermore, the project will appropriately use the STDF logo on all project-generated external communication materials, including social media, to ensure its prominence and visibility, as specified in the STDF Communications Plan. Project results will also feed into STDF's corporate publications and dissemination channels.

The project will disseminate research outputs and success stories about the project as these are recognized and written down. Before disseminating these, the Team Leader submits drafts of these to the Project Steering Committee's Chair and the STDF for their respective review and approval.

The table below provides a tentative list of knowledge products that will be generated by the STDF project and the method of dissemination.

Knowledge products	Method of dissemination
Updated Regulatory Impact Assessment (RIA) Policy Instrument updated for the agriculture and fisheries sectors	DA Website with cross-posting to the websites of the DA regulatory agencies Presentation at the various committees of the Philippine Council for Agriculture and Fisheries (PCAF)

²⁷ See: https://www.standardsfacility.org/sites/default/files/STDF_Comms_plan_Final.pdf

	Briefing notes prepared for the DA Executive Committee
Number of SPS regulations approved and circulated through the DA Website and/or DA SPS Issuances Website	DA Website under Laws and Issuances tab DA SPS Issuances Website
Updated Training Materials on RIA, including the powerpoints	Hard copies and electronic copies provided to each of the DA regulatory agencies
Consolidated Training Report	Hard copies and electronic copies provided to each of the DA regulatory agencies
Approved quality procedure (QP) for the conduct of RIA tailored-fit for NMIS	A copy of the approved QP shared with other DA regulatory agencies through the DA Food Safety Focal Group (FSFG) and SPS Focal Group
Reports and minutes of meetings and workshops, including photographs	Hard copies and electronic copies provided to each of the DA regulatory agencies

The DA GRP Network provides the venue to share experiences of implementing RIA in the meat sector, and success stories of other DA agencies implementing the updated RIA policy

14. What steps will be taken to ensure that the project results will be sustained in the long run?

The outcome of the project is to have RIA institutionalized in the agriculture and fisheries sectors, and improved cooperation on regulations across DA agencies, as well as public-private dialogue.

To sustain the institutionalization of RIA, the project needs to deliver effective change management, so that the outcome of the project can be maintained after the lifetime of the project. This will be done through ensuring that the RIA training materials and case study success stories are shared widely and made available publicly and electronically. The design of the project also ensures that RIA training, and learning-by-doing with external consultants working alongside local partners is sustained during several months. This is to ensure maximum sustained learning by the local partners.

The project aims to institutionalize RIA in the NMIS. This should have the effect of this agency being able to use RIA themselves after the project is finished so that future regulations will be created with RIA at the outset. Based on the pilot RIA implementation, the existing RIA policy instrument, Administrative Circular (AC) No. 8 series of 2022 and AC No. 1 series of 204 will be reviewed and improved for better institutionalization. Therefore, the project will contribute to institutionalize the ideas of RIA and GRP among all the DA agencies. It will do so by creating a Good Regulatory Practice Network among the Department of Agriculture agencies, which will meet regularly to discuss the ideas of GRP. The recently established General Assembly of Regulatory Agencies (GARA) may serve the purpose. The GARA serves as the forum for the regulatory agencies to discuss and resolve inter-agency regulatory issues and concerns and ensure harmonization of all regulatory policies and programs of the Department. If successful, the project will have a long-term positive impact, by encouraging the use of RIA in other upcoming regulations. The importance of the GARA as a platform for coordination pertaining to coherence and consistency of regulations and resolution of issues is further strengthened through the issuance of DA Department Order No. 3 series of 2025 Institutional Framework for Regulatory Governance in the Department of Agriculture. The DA DO No. 3 s. 2025 also identified three work strands or regulatory functional areas, which include: (1) Regulatory Management, (2) Regulatory Policy Development, and (3) Regulatory Implementation.

The longer-term effect of the project will be to improve the quality of SPS regulations in the agriculture and fisheries sector through the extended and institutionalized use of RIA. In the future, more regulations should be created using RIA. This should ensure that more regulations are developed with the outcomes of improving the Philippines' trade in agricultural and fisheries

products, as well as maintaining food safety standards. As a result of this, there should be improvements in imports and exports of agricultural and fisheries products. Consumers in the Philippines should have greater access to imported foods of a quality that meets international SPS standards. Conversely, exporters in the Philippines should have improved access to export markets, whilst still being able to meet international SPS standards.

The practice of RIAs will be sustained if stakeholders realize their net benefit of generating good quality regulations. In helping inform stakeholders about it and building the capacity of regulators to conduct quality impact assessments, the project contributes significantly to sustaining the RIA process in Philippine agriculture and fisheries sectors.

For the last semester of project implementation, a sustainability strategy will be developed, involving the participating organizations and the necessary mechanisms to ensure the continuity of the capacities developed.

15. Why should the STDF fund this project?

As described by the STDF, all countries maintain sanitary and phytosanitary (SPS) measures to ensure that food is safe for consumers and to prevent the spread of pests or diseases among animals and plants. Good Regulatory Practices (GRPs) are processes and tools to help improve the quality and effectiveness of SPS measures so that they protect human, animal, or plant life or health, without creating unnecessary barriers to trade. This project is in alignment with STDF's workstream on GRP. The STDF GRP Guide²⁸, which aims to help SPS regulators in developing countries use GRPs to improve SPS measures and facilitate safe trade, will be used. The Guide will be taken into account as a handbook.

This STDF project is a trailblazer as it is the first STDF PG application on the use of the RIA tool. The experience from the project, success stories, and knowledge products generated can be used by other developing countries and WTO member countries in applying RIA in existing and old regulations, thereby facilitating trade and ensuring availability of safe food supply. Furthermore, implementing and institutionalizing RIA within NMIS will support compliance with the WTO SPS agreement by ensuring that SPS measures are applied appropriately, thereby adhering to international standards whilst reducing trade barriers.

²⁸ See: [STDF GRP Guide_EN.pdf \(standardsfacility.org\)](#)

ATTACHMENTS

Appendix 1: Work plan

Appendix 2: Indicative Project Budget in Excel (sent as a separate excel file)

Appendix 3: Evidence of the technical and professional capacity of another organization proposed to implement the project

Appendix 4: Scopes of Work of Project Team Members

Appendix 5: Letters of Support (separately provided)

Appendix 4: Letters of support from organizations that support the project request.

APPENDIX 1: Work Plan

[illegible]

	Year 1				Year 2				Year 3			
Activities	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.3.1. Revise content/approach/organization of materials based on review												
1.3.2. Update information in revised training materials												
1.4. Dry run of learning modules, assessment and revision/finalization of training materials												
1.4.1. Conduct dry run of learning modules.												
1.4.2. Revise/finalize training materials												
1.4.3. Produce training materials for distribution to trainees												
1.5. Training of food safety regulators using the revised training materials (3 batches),: (1) crops, (2) livestock, dairy and fisheries; and (3) non-food including machineries												
1.5.1. Select the staff most likely to participate in the training (all batches)												
1.5.2. Draft Special Order of Secretary for staff to undergo the RIA training												
1.5.3. Prepare and conduct before and after training examinations												
1.5.4. Conduct the RIA training (all batches)												
1.5.5. Write a report about the training												
1.6. Development of 3-year RIA capacity development plan												

	Year 1				Year 2				Year 3			
Activities	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1.6.1. Assess RIA-relevant capacity needs of trainees to undertake specialized skills for undertaking RIA												
1.6.2. Develop capacity development plan based on needs assessment and get this approved by the RIA SWG												
1.6.3. Draft Special Order of Secretary for staff to undergo the capacity development plan												
1.6.4. Implement plan and assess its effectiveness												
Outcome 2 - RIA carried out for selected meat regulations and lessons learned catalogued for inclusion in the RIA policy instrument for the agriculture and fisheries sectors												
2.0. Meet with RIA SWG and NMIS Representatives to go over the activities of project under Outcome 2												
2.1. Stock-taking of meat regulations affecting trade												
2.1.1. Conduct the inventory												
2.2. Pilot RIA on 2 NMIS regulations affecting meat trade, namely on meat labelling and microbiological standards of meat trade												
2.2.1. Form two teams of concerned RIA staff who will do the pilot RIA with assistance from the project and get Special Order from NMIS Director for the formation of the two teams												
2.2.2. Assist two teams in drafting of Preliminary Impact Statements (PIS) and/or Regulation Impact Statements for each of the selected regulations												

	Year 1				Year 2				Year 3			
Activities	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
2.2.3. Assist two teams in conducting stakeholder consultations on pilot regulations subjected to the RIA process												
2.2.4 Assist two teams in finalizing their respective pilot RIA activities for submission to the Oversight RIA Committee at the DA												
2.3. Development of NMIS Quality Procedure (QP) for the conduct of RIA (NMIS RIA Manual)												
2.4. Review and cataloguing of lessons from pilot testing for RIA on selected meat regulations, including recommendations for improving the existing DA circular on RIA												
2.4.1. Based on the list of lessons from pilot testing, come up with recommendations for improving existing DA circular on RIA												
3. Updated RIA Policy Instrument for application in the agriculture and fisheries sectors												
3.1. Draft revised or updated RIA policy instrument.												
3.1.1. Review existing RIA Policy Instrument (Circular) to integrate lessons from the meat RIA experience (See Act. 2.4.1).												
3.1.2. Draft revised RIA Policy Instrument.												
3.2. Conduct stakeholder consultations on the draft revised or updated RIA policy instrument with the DA regulatory agencies and private sector stakeholders through the Philippine Council for Agriculture and Fisheries (PCAF).												

	Year 1				Year 2				Year 3			
Activities	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
3.3. Submit for approval the revised/updated RIA Policy Instrument to the the DA Regulatory Clearinghouse Secretariat. After legal review by the DA Legal Service, the DA Regulatory Clearinghouse Chairperson will endorse policy instrument to the DA Secretary for approval.												
4. Establishment and operationalization of the Good Regulatory Practices (GRP) Network within the DA with strong involvement of the private sector												
4.1. Facilitate the discussions with the DA Undersecretary for Policy, Planning and Regulations, and the DA Assistant Secretary for Regulations towards the establishment of DA GRP Network.												
4.2 In collaboration with the DA Assistant Secretary for Regulations, organize annual GRP network events, tapping the assistance of the DA-PCAF.												
4.3 Document and disseminate success case stories of the DA GRP Network.												
Closing meeting												
Administration												
5.1. Project (semestral) Progress Reports to the STDF and during the PSC meetings												
5.1.1. Quarterly Progress Reports for the RIA SWG												
5.1.2 Final Report												
5.1.3. Conduct semestral meetings of the RIA Sub-group												
5.2. Monitoring and Evaluation												

	Year 1				Year 2				Year 3			
Activities	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
5.3.1. Come up with an M&E framework for the project												
5.3.2. Gather data for the M&E												
5.3.3. Incorporate M&E data to project progress reports												
5.3.4. Establish a Sustainability Plan												

APPENDIX 2: Budget

See separate excel file.

APPENDIX 3: Evidence of the organization's technical and professional capacity



U. P. Public Administration Research and Extension Services Foundation. Inc.

ABOUT UPPAF

The U.P. Public Administration Research and Extension Services Foundation, Incorporated (UPPAF) was registered with the Securities and Exchange Commission (SEC) in 1982 as a non-stock, non-profit corporation to support, assist, and finance research and extension programs in pursuit of excellence in public administration and governance.

UPPAF conducts research and extension activities along the themes of public policy, rule of law, fiscal administration, organization and personnel studies, local governance and regional development, women in development, citizenship and governance, state of democracy, and inclusiveness and peacebuilding.

UPPAF provides national and local government institutions, public institutions, non-governmental organizations (NGOs), voluntary sector organizations (VSOs), and citizen groups (CGs) with technical assistance, consultancy services and professional development necessary to deal with issues and problems in public policy, executive development and administrative development, especially at the middle management level. It conducts training programs on specific topics such as local governance and development planning, development legislation, revenue generation and fiscal management, gender and development (GAD), youth leadership, effective aid management, strengthening capacities for anti-corruption, public policy development, strategic planning and management, e-governance, climate change and sustainable development for local and national government officials and leaders in the private and non-profit sectors. UPPAF likewise develops and upgrades methods and materials for management training and policy research and analysis.

UPPAF initiates and carries out interdisciplinary and inter-institutional researches on the following topics: integrity development, public policy, social development administration, poverty alleviation and social inclusion, citizenship and democracy, the Philippine bureaucracy, social reform, corporate social responsibility, program evaluation, fiscal policy, and organizational development and personnel studies.

UPPAF commits itself to the highest standards of ethical behavior in conducting its business. The fundamental principles cover rule of law, competition, conflict of interest, proprietary information, and accountability. All UPPAF personnel abides by the essential principles in the Code of Ethics:

- **Rule of Law.** UPPAF respects and obeys the laws of the countries and locales where it operates. It shall comply with the laws, rules, and regulations that govern its agreements and contracts with the client which include international donor agencies, national, state, and local governments.
- **Competition.** UPPAF respects the rights of competitors, clients, and suppliers. The only competitive advantages sought by UPPAF as an institution are those gained through superior research, analysis, and marketing. UPPAF shall not engage in unfair or illegal trade practices. In terms of procurement of goods and services, UPPAF as a general practice observes open and competitive bidding in keeping with the rules and regulations stipulated in its Procurement Manual. As for the award to grants or sub-grants to other entities, a competitive selection process is likewise observed as defined in its Grants Manual.

- **Non-Conflict of Interest.** UPPAF avoids action that (a) conflicts with its mission, (b) may be misconstrued as a conflict of interest, or (c) may compromise professional judgment. The policies on “non-conflict of interest” are defined in UPPAF’s Procurement and Human Resource Manuals. UPPAF observes a “no gift” policy as stipulated in its Procurement Manual.
- **Proprietary Information.** In keeping with the Data Privacy Act, UPPAF regards proprietary information as a valuable corporate asset. It shall avoid the unauthorized disclosure of business activities, plans, technology, intellectual property, or other proprietary information. It also respects proprietary information belonging to others.
- **Accountability.** UPPAF demands that all personnel take responsibility for their actions and shall be subjected to disciplinary action in cases of proven violation. The policies concerning accountability are defined in UPPAF’s Human Resource and Procurement Manuals.

UPPAF – UP NCPAG PARTNERSHIP

In order to deliver its products and services, UPPAF draws expertise from its members and affiliates – the University of the Philippines National College of Public Administration and Governance (UP NCPAG) faculty and researchers who are specialists in public policy, administration, and management and who usually serve as project managers and consultants.

UPPAF likewise partners with UP NCPAG Centers – i.e., Center for Policy and Executive Development (CPED), Center for Leadership, Citizenship, and Democracy (CLCD), Center for Local and Regional Governance (CLRG), Center for Public Administration and Governance Education (CPAGE), and Publications Office (PO) in implementing projects, conducting research studies and extension services.

EXTERNAL LINKS

UPPAF, in partnership with UP NCPAG, has established links with the following groups/networks for joint activities like research studies and conferences:

Eastern Regional Organization for Public Administration (EROPA)

Network of Asia-Pacific Schools and Institutes of Public Administration and Governance (NAPSIPAG)

Association of Schools of Public Administration in the Philippines (ASPAP)

Philippine Society for Public Administration (PSPA)

Asian Group of Public Administration (AGPA)

Gawad Kalinga Foundation (GKF)

Galing Pook Foundation (GPF)

Local Government Leagues (LGL)

Business groups – Philippine Chamber of Commerce and Industry (PCCI), Confederation of Philippine Exporters (PHILEXPORT), Supply Chain Management Association of the Philippines (SCMAP), Joint Foreign Chambers (JFC), San Miguel Corporation, among others

UPPAF PROJECTS

Through the years, UPPAF has implemented projects for and in cooperation with major international and national development institutions/agencies such as the United States Agency for International Development (USAID), GTZ now GIZ (Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH), Ford Foundation, United Nations Development Programme (UNDP), Australian Agency for International Development (AusAid), Philippines Australia Human Resource and Organizational Development Facility (PAHRODF), The Asia Foundation (TAF), Millennium Development Goal Achievement Fund (MDGAF), Philippine Institute for Development Studies (PIDS), and International Institute for Democracy and Electoral Assistance (IIDEA), among others. It provides various professional services to key agencies of the Philippine government, such as the Congress of the Philippines, various departments of the national government, local government units, commissions like the Civil Service Commission (CSC),

Commission on Higher Education (CHED), Human Rights Commission (CHR) and Commission on Audit (COA), Department of Trade and Industry (DTI), Department of Information and Communications Technology (DICT), Department of Transportation (DOTr), Department of Public Works and Highways (DPWH), National Economic and Development Authority (NEDA), Anti-Red Tape Authority (ARTA), Governance Commission for Government Owned or Controlled Corporations (GCG), Philippine Competition Commission (PCC), Tariff Commission (TC), and Philippine Commission for Women (PCW) among others. UPPAF maintains linkages at the national and international levels.

ORGANIZATIONAL STRUCTURE

General Assembly (GA). UPPAF has a total of forty-eight (48) members – consisting of NCPAG faculty members, research, extension, and professional staff (REPS) – and administrative staff and governed by the Board of Directors.

UPPAF AS A DIRECT GRANTEE

Through the years, UPPAF implemented the following USAID projects either as a sub-grantee or subcontractor:

- Assessing the Performance of the Aquino Administration under the USAID Facilitating Public Investment (FPI) Project of DAI Global, LLC (2016-2017);
- Open Government Research Colloquium under the USAID Facilitating Public Investment (FPI) Project of DAI Global, LLC (2016-2017);
- Support to Capacity Building of the Presidential Anti-Graft Commission and Key Agencies on Project Management under the USAID Philippines Rule of Law Effectiveness Project of Management Systems International (MSI) (2007);
- Compliance Training in Anti-Money Laundering under the USAID AMLA Project implemented by MSI (2005-2006); and
- 1-10th Congressional Internship Program for Young Muslim Leaders under the USAID Growth with Equity (GEM 1-3) of Louis Berger Group, Inc. (2000-2010)

RESPOND Project. In August 2018, USAID issued the Request for Application (RFA) for the Regulatory Reform Support Program for National Development (RESPOND). UPPAF responded by submitting a Concept Note in October 2018. Of the six (6) institutes that submitted Concept Notes to USAID for the RESPOND Project, only two (UPPAF and Ateneo de Manila University School of Government) were invited by USAID for oral presentation on 07 November (UPPAF) and 08 November (ADMU School of Government).

In the months of November and December (2018), UPPAF and USAID participated in a Co-Design Workshop to (a) finalize the Program Description (Scope of Work) for RESPOND, (b) prepare the annual project budget estimates for 5 years; and (c) discuss the preparations for the Non-US pre-award survey (NUPAS) to be conducted by USAID.

UPPAF as a USAID Direct Grantee. On 16 April 2019, UPPAF became a direct grantee of the USAID with the award and signing of the Cooperative Agreement for the RESPOND Project. In brief, RESPOND is a 5-year, \$10 million project that aims to make the investment and trade environment more competitive and open by removing market entry barriers, reducing regulatory burdens, and improving regulatory governance. With this, the status of UPPAF has been elevated to a higher level – that of a direct grantee. UPPAF can now pursue directly projects with other development agencies, not only as a sub-grantee or subcontractor but as a direct grantee.

The *Regulatory Reform Support Program for National Development* (RESPOND) seeks to improve regulatory quality in the Philippines that will lead to enhanced competitiveness, and ultimately, contributes to higher levels of investment and trade, inclusive growth and self-reliance. Toward this end, RESPOND pursues interventions that enhance market competition, and strengthen regulatory capacity and governance. To advance market competition, RESPOND supports reforms that reduce barriers to entry and reduce regulatory burdens and transaction

costs for business. To strengthen the capacity of public officials to develop and implement quality regulations, RESPOND extends technical assistance that strengthens regulatory oversight as well as transparency and accountability mechanisms. As a cross-cutting objective, RESPOND seeks to expand citizen engagement and the participation of civil society organizations to advocate for fair and open regulation and a better business environment.

Annual Audit of UPPAF by an External Auditor (Thorton/Punongbayan-Araullo)
Regular Audit conducted by a USAID-accredited Auditor on the RESPOND Project: Audit Period – 2021, 2022 (Unqualified Opinions) and 2023 (ongoing)

USAID extended the RESPOND project for another 3 years with an additional funding of US\$ 5.8 million.

New USAID Projects. Aside from RESPOND, UPPAF has been awarded the following new sub-grant and subcontract:

- USAID Youth Led Project (2021-2025). UPPAF is a sub-grantee of The Asia Foundation
- USAID Urban Connect Project (2023-2028). UPPAF is a subcontractor of WSP

PROPOSED PROJECT PERSONNEL

The proposed Team Leader is **Dr. Ramon L. Clarete**. Ramon holds a doctoral degree in economics from the University of Hawaii in Manoa, Honolulu. He used to be the Dean of the University of the Philippines School of Economics until he retired in 2017. He has over twenty years of experience as an applied policy economist working on policy issues related to trade policy and trade facilitation; food security, food safety, agriculture; tax policy and administration; public spending, and energy policy in the Philippines and the ASEAN region. He works on consulting assignments intermittently. Ramon became the **Chief of Party of the B-SAFE project** which Winrock International is currently implementing for USDA since 2019 in the Philippines. Recently, Winrock assigned him to be the Senior Policy Advisor of the project.

Dr. Abraham Manalo is proposed to be the Deputy Team Leader. He is currently an Assistant Professor at the University of the Philippines National College of Public Administration and Governance. Abe completed his doctorate in public administration at the University of the Philippines. He represents the UP Public Administration Foundation, where he is the Treasurer. He has thirty-one years of college teaching and twenty-three years of policy, research and advocacy work in science, biotechnology, and agricultural policy and planning. His field of specialization includes research methods, statistical and policy analysis, biosafety and risk assessment, agricultural modernization, international trade in agriculture, government reorganization and restructuring, and formulation of medium-term national development plans. He has wide experience in providing management and technical support in coordinating activities related to policy formulation, development planning and design, project implementation and evaluation, institutional strengthening, capacity and constituency building, information, education and communication (IEC), and advocacy and public awareness.

Mr. Godfrey Ramon is proposed to be the Technical/Administrative Officer of the project. Godfrey holds a masteral degree in Development Economics at the University of the Philippines School of Economics. He has had several consultancies in biotechnology economics, trade, and agricultural economics.

APPENDIX 4 – Scopes of Work of Project Team Members

Position	Assigned Tasks
Team Leader - <i>Ramon Clarete</i>	<ul style="list-style-type: none"> • Responsible for the delivery of all the outputs to be produced under this project as enumerated in Table A.2 of this proposal in consultation with the RIA Sub-working Group and with the assistance of Project Management Team and short-term consultants • Be a member of the RIA Sub-working Group (SWG) and the RIA Project Steering Committee (PSC) • Organizes and documents the quarterly meeting of the RIA SWG and the semestral meetings of the RIA PSC • Lead the drafting of the technical and project reports in consultation with the RIA Sub-working Group • Prepares/updates the project's work plan • Identifies and hires additional expertise/resource persons requirements to implement the project • Guides the work of the project team members and external consultants • Ensures appropriate funding of project activities as provided for in the budget • Conduct research in support of the technical reports of the project. • Guides the work of the Team members • Provides overall coordination of the work of Team members
Deputy Team Leader - <i>Abraham Manalo</i>	<ul style="list-style-type: none"> • Liaises with the management of UPAAF, the Project Grantee management, to ensure the smooth implementation of the project • Assists/advise the Team Leader in undertaking his project responsibilities • Attends meetings of the Management Team, and the regular meetings of the RIA SWG and RIA PSC • Assists the Team Leader in the drafting of technical and project reports • Organizes consultations in the process of generating the RIAs on meat regulations and the RIA policy instrument
Technical and Administrative Officer – <i>Godfrey Ramon</i>	<ul style="list-style-type: none"> • Assists the Team Leader in carrying out his project responsibilities • Assists the Team Leader in preparation/update of the project work plan • Assists the Team Leader in ensuring the funding of project activities as provided for in the budget • Drafts scopes of work and ensures qualification of intermittent consultants • Assists the Team Leader in managing the work of intermittent consultants • Assists the Team Leader in the drafting of the project's technical and administrative reports
Consultants	<ul style="list-style-type: none"> • Intermittent consultants will be hired to implement specific work of the project as enumerated in Table A.2.