



Republic of the Philippines
Department of Agriculture
BUREAU OF ANIMAL INDUSTRY
Visayas Avenue, Diliman, Quezon City
TIN : 300000746316

Latest
1" x 1" ID Picture
(Applicant)

APPLICATION FOR LICENSING
OF VETERINARY DRUG AND PRODUCT ESTABLISHMENTS
(Under R.A. 1556 - The Livestock and Poultry Feeds Act)

Date

Name of Company/Establishment :

Office Address :

Nature of Business :
(VDAP Manufacturer/VDAP Trader/VDAP Distributor/Importer/VDAP Wholesaler/VDAP Exporter/VDAP Outlet)

Tel No. : Fax No. : e-mail address :

Business Organization :
Sole Proprietorship/Partnership/Corporation/Others (Specify)

Plant/Store Address : Tel No. :

No. of Warehouse (s) : Address :

Laboratory Address : Tel No. :

Name of Chemist : PRC ID No.: Valid Until :

Name of Veterinarian : PRC ID No.: Valid Until :

Name of Pharmacist : PRC ID No.: Valid Until :

Are you a Member of any Veterinary Drug Association ?

If yes, state Name(s) of Association :

Signature Over Printed Name of Applicant or Authorized Representative

Designation

SUBSCRIBED AND SWORN to before me this \_\_\_ day of \_\_\_ 20 \_\_\_.
The Affiant exhibited to me his/her Community Tax Certificate No. \_\_\_ issued at \_\_\_
on \_\_\_, 20 \_\_\_.

Doc No.
Page No.
Book No.
Series of



Notary Public

RAFVDAPCO

Region

RECOMMENDING APPROVAL:

(To be filled-up by BAI-AFVDBCD)
BAI License to Operate No..
Valid Until
Fee
Official Receipt No.
Date Issued
Remarks:
New Renewal COC

APPROVED:

# CHECKLIST OF REQUIREMENTS FOR VETERINARY DRUG PRODUCT PREMIXES ESTABLISHMENT/OUTLETS

**General Requirements:**

- \_\_\_\_\_ \* Photocopy of Mayor's Permit (nature of business specified) for the current year.
- \_\_\_\_\_ \* Photocopy of Business Name Registration with BDT / SEC (if corporation) and Articles of Inc
- \_\_\_\_\_ \* Contract of Lease of the space / Proof of ownership of the building occupied  
if the applicant does not own it
- \_\_\_\_\_ List of Reference Books: (e.g.)
  1. USP/NF (Latest Edition)
  2. R.A. 3720, R.A. 6675, R.A. 5921
  3. Remington's Pharmaceutical Sciences (Latest Edition)
  4. Goodman & Gilman Pharmacological Basis of Therapeutics
  5. British Pharmacopeia
  6. Philippine National Veterinary Formulary
- \_\_\_\_\_ Location Plan
- \_\_\_\_\_ \* List of products to be manufactured/distributed with Generic and Brand Names
- \_\_\_\_\_ \* Copy of Inspection and Evaluation Report
- \_\_\_\_\_ \* Original Copy of previous LTO (For renewal only)

**Additional Requirements:**

**A. MANUFACTURER**

- \_\_\_\_\_ \* Environmental Clearance Certificate (ECC) from DENR-EMB and Permit to Operate from the Local DENR/LLDA
- \_\_\_\_\_ \* Good Manufacturing Practice (GMP)
- \_\_\_\_\_ \* Manufacturing Practice (GMP)
- \_\_\_\_\_ \* Photocopy of valid BAI-LSD Laboratory Recognition Certificate of Contracted Laboratory
- \_\_\_\_\_ \* Photocopy of Chemist, Pharmacist, Veterinarian and PRC I.D.
- \_\_\_\_\_ \* Notarized Joint Affidavit of Undertaking between the duly-licensed veterinarian, pharmacist and chemist with the owner / General Manager.

**B. TRADER:**

- \_\_\_\_\_ \* Notarized valid Contract of Agreement with the manufacturer containing a stipulation that both manufacturer and trader are jointly responsible for the quality of products
- \_\_\_\_\_ \* Environmental Clearance Certificate/Permit to Operate of Contracted Laboratory
- \_\_\_\_\_ \* Photocopy of valid BAI-LSD Laboratory Recognition Certificate of Contracted Laboratory
- \_\_\_\_\_ \* Photocopy of valid BAI-LSD Laboratory Recognition Certificate of Contracted Laboratory / Licensed chemist valid PRC I.D.
- \_\_\_\_\_ \* Notarized Joint Affidavit of Undertaking between the duly-licensed veterinarian, pharmacist and chemist with the owner / General Manager.

**C. DISTRIBUTOR:**

**1. Importer**

- \_\_\_\_\_ \* Joint Affidavit of Undertaking between the duly-licensed veterinarian and owner / General Manager, photocopy of PRC ID of the Veterinarian.
- \_\_\_\_\_ \* Foreign Agency Agreement (with authentication from territorial Philippine Consulate in case of Exclusive Distributorship)
- \_\_\_\_\_ \* Current GMP Certificate issued by a Government Health Agency, duly Authenticated by the Phil. Consulate at the country of origin
- \_\_\_\_\_ \* Government Certificate of Clearance and free sale or registration approval of the product from the country of origin duly Authenticated by the Phil. Consulate at the country of origin

**2. Exporter**

- \_\_\_\_\_ \* Notarized Joint Affidavit of Undertaking between the duly-licensed veterinarian and owner /General Manager.
- \_\_\_\_\_ \* A valid Contract of Agreement with BAI Licensed VDAP Manufacturer in addition to other requirements set by other competent authorities

**3. Wholesaler**

- \_\_\_\_\_ \* Joint Affidavit of Undertaking between the duly-licensed veterinarian and owner/General Manager.
- \_\_\_\_\_ \* Contract of Agreement with BAI Licensed VDAP Manufacturer/VDAP Importer
- \_\_\_\_\_ \* Complete list of products to be sold with their corresponding product registration numbers and expiry dates

**D. OUTLET:**

- \_\_\_\_\_ \* Joint Affidavit of Undertaking between the duly-licensed veterinarian and owner/General Manager.
- \_\_\_\_\_ \* Complete list of products to be sold with corresponding product registration numbers and expiry dates

**E. CHANGES IN CIRCUMSTANCES:**

- \_\_\_\_\_ Official letter re: change of address / owner / business name / Veterinarian / Pharmacist / Chemist / etc. as applicable
- \_\_\_\_\_ Surrender original/old LTO
- \_\_\_\_\_ Deed of Sale/Transfer of Rights in case of change of ownership
- \_\_\_\_\_ Joint Affidavit of Undertaking between the owner / General Manager and Veterinarian / Pharmacist / Chemist in case of change

Schedule of Fees\*\*

<u>Establishment</u>	<u>Initial</u>	<u>Renewal</u>
VDAPM	P 6,000.00	P 12,000.00 (2 yrs.)
VDAPT	3,600.00	7,200.00 (2 yrs.)
VDAPD	2,400.00	4,800.00 (2 yrs.)
Importer		
Wholesaler		
Exporter		
VDAP Outlet	P 240.00	P 480.00

**Surcharge:** A fifty percent (50%) of the amount due shall be levied on every expired LTO.

\* To be submitted upon renewal

\*\* Upon satisfactory compliance of all general and additional requirements the following fees (non-refundable) shall be charged in full for entire coverage of registration