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Administrative Rules and Regulations
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**ADMINISTRATIVE CIRCULAR**
No. 02
Series of 2026

**SUBJECT : TEMPORARY WAIVING OF REQUIREMENTS FOR ISSUANCE OF LICENSE-TO-OPERATE OF FOOD BUSINESS OPERATORS**

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Pursuant to the Executive Order No. 110, Series of 2026 declaring a State of National Energy Emergency and authorizing the Unified Package for Livelihoods, Industry, Food, and Transport (UPLIFT), and Section 4.d which provides powers and functions to the UPLIFT Committee, where the Department of Agriculture (DA) is a member, to ensure the timely, efficient, unhampered delivery of public services, including accelerating and streamlining all processes for new and pending applications or renewals of permits, licenses, clearances, certifications, or authorizations, the following requirements for the issuance of License-to-Operate (LTO) of Food Business Operators (FBOs) stated in the BPI Administrative Circular No. 1, Series of 2021, is hereby temporarily waived as follows:

1. *Scope.* This Circular shall cover the following Food Business Operators (FBOs):
    1. Cold Storage Warehouse (CSW);
    2. Dry Storage Warehouse (DSW);
    3. Minimal Processing Facility / Milling Facility; and
    4. Transport Facility.

2. *Long-Term Impact Requirements.* The following requirements shall be temporarily waived, provided that the FBOs submit a **notarized Affidavit of Undertaking** stating that they will comply and submit the requirements for the duration of Executive Order No. 110, Series of 2026;

    1. *General Requirements*
        a. Certificate of Registration of Food Safety Compliance Officer; and
        b. Internal Control System (ICS) and Food Safety Plan to include Traceability System and Recall Program;
        c. Certificate of Attendance of FBO representative and designated plant FSCO on applicable training/seminar on quality standards and codes of practices conducted by any of the following: ATI, BPI, DA RFO, SUCs, or BPI officially accredited training service provider.

    2. *Dry Storage Warehouse (DSW)*
        a. COR of Farm Source (if applicable);

    3. *Cold Storage Warehouse (CSW)*
        a. Department of Environment and Natural Resources (DENR) Environment Compliance Certificate / Certificate of Non-Coverage;
        b. Permit to Operate (PTO) / Exemption Certificate from DENR;
        c. Certificate of Potability;
        d. Reliable recording system for readily available information;

3. *Statutory Requirements and Minimum Technical Requirements.* The following specific requirements shall be temporarily waived during the submission of application documents, provided that they will be made available during inspection:

1. Current Sanitary Permit;
2. Certificate of Registration from the Security and Exchange Commission (SEC) for corporations/ Cooperative Development Authority (CDA) for cooperatives/ Department of Trade and Industry (DTI) for single proprietorship;
3. Philippine Economic Zone Authority (PEZA) for those in economic zones;

4. Minimal Processing Facility / Milling Facility
    1. Layout, pictures, and location of facility;
    2. List of Technical and Non-Technical Personnel;
    3. List of Quality Assurance Personnel with corresponding qualifications;
    4. List of Licensed Distributors
    5. List of Distribution Points
    6. Pest Management Program

5. Packing Facility
    1. Layout, pictures, and location of facility;
    2. List of Technical and Non-Technical Personnel, and Quality Assurance Personnel with corresponding qualifications;
    3. Packing Facility Process Flow;
    4. COR of Farm Source;
    5. List of Licensed Exporters and Licensed Distributors

6. Dry Storage Facility (DSW)
    1. Picture, and location of facility;
    2. List of Technical and Non-Technical Personnel;
    3. List of Clients (with specific products) for the last two years, where applicable.

7. Cold Storage Facility (CSW)
    1. Floor Plan / Layout showing all storage rooms and other facilities for specific products;
    2. Recent photographs for inner and outer portions of the CSW;
    3. Rated Capacity;
    4. List of Clients (with specific products) for the last two years, where applicable.
8. Transport Facility
    1. List of vehicles used by the transport facility;
    2. List of affiliated distributors, exporters, importers, processors;
    3. Pictures (front, back, side, interior) of the vehicles, including plate number, and
    4. Copy of Official Receipt/ Certificate of Registration of each vehicle.

The BPI shall immediately inspect all establishments upon application. The inspection shall take into account the waiver of the aforementioned requirements on the assessment of compliance.

All other orders, memorandum circulars, rules, and regulations inconsistent with the provisions of these guidelines and policies are hereby repealed, amended, or modified accordingly. If any provision of this Circular is declared invalid or unconstitutional, the other provisions not affected thereby shall remain in full force and effect.

This Circular shall take effect immediately after its publication and/or posting on the BPI website, and shall remain in force and effect for the duration of Executive Order No. 110, Series of 2026.

Done this 4th of June 2026

**GERALD GLENN F. PANGANIBAN, Ph.D.**
*Director*