BAGONG PILIPINAS
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MEMORANDUM CIRCULAR
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SUBJECT: IMPLEMENTING GUIDELINES ON THE HALAL LIVESTOCK AND POULTRY DISTRIBUTION PROJECT OF THE HALAL FOOD INDUSTRY DEVELOPMENT PROGRAM

WHEREAS, Republic Act No. 10817, otherwise known as the Philippine Halal Export Development and Promotion Act of 2016, was enacted to institutionalize the Philippine Halal Export Development and Promotion Program and create the Philippine Halal Export Development and Promotion Board;

WHEREAS, the law aims to develop and promote the Philippine Halal industry as a significant contributor to national economic growth, enhancing the country's global competitiveness in the Halal market;

WHEREAS, to ensure the effective implementation of Republic Act No. 10817, the Department of Agriculture (DA) recognizes the need to establish comprehensive guidelines that will support the integration of Halal standards, compliance mechanisms, and market facilitation strategies within the agricultural sector;

I. PURPOSE

These guidelines shall ensure the effective implementation of the Halal Livestock Distribution Project of the Halal Food Industry Development Program by providing the procedures, requirements, and other relevant information specifically on livestock and poultry distribution.

II. OBJECTIVES

The Halal Livestock Distribution Project aims to:

a. Ensure the compliance of livestock and poultry production with Halal standards;
b. Support smallholder farmers and industry stakeholders in enhancing productivity and income through Halal-compliant practices;
c. Establish Halal livestock and poultry multiplier farms to sustain supply; and
d. Implement clustering and consolidation strategies for efficiency and competitiveness in the Halal livestock value chain.

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III. PROGRAM DESCRIPTION

The Department of Agriculture-Halal Food Industry Development Program (DA-HFIDP), through the DA-Regional Field Offices (DA-RFOs), shall implement the Halal Livestock Distribution Project (HLDP). This project aims to strengthen the local Halal industry by boosting the production of halal meat and increasing the income of smallholder farmers through the direct distribution of Halal Livestock and Halal Poultry to eligible Farmers Cooperatives and Associations (FCAs) and individual farmers.

The HLDP shall offer technical assistance to smallholder farmers to develop their production processes and increase production levels. The project will strictly adhere to the Philippine National Standards on Halal, ensuring compliance with Halal production guidelines. Clustering and consolidation shall also be employed for efficient project implementation.

For clarity, collaboration, and effective execution, a Memorandum of Agreement (MOA) shall be executed between and/or among the implementers: the DA-HFIDP Executive Director and Farmers/Farmers' Cooperatives and Associations (FCAs), defining their respective roles and responsibilities.

IV. DEFINITION OF TERMS

a. ***beneficiaries*** refers to the eligible and approved beneficiary that has formally entered into a Memorandum of Agreement (MOA) for the Halal livestock distribution;
b. ***biosecurity*** refers to the measures and practices implemented to prevent the introduction, spread, and transmission of harmful organisms, such as diseases, pests, and pathogens, in agriculture, livestock, human health, and the environment;
c. ***breeder*** refers to an animal that is specifically intended for breeding;
d. ***buck*** is a sexually mature male goat;
e. ***Certificate of Land Ownership Award*** is a legal document issued by the government that grants ownership of a specific piece of agricultural land to a qualified beneficiary under a land reform program;
f. ***Deed of Donation*** is a legal document that formalizes the voluntary transfer of property, assets, or rights from a donor to a recipient (donee) without expecting compensation;
g. ***Deed of Usufruct*** is a legal document that grants one party (usufructuary) the right to use, enjoy, and benefit from a property owned by another person (naked owner) without transferring ownership;
h. ***distribution*** is an activity where halal livestock and poultry animals are delivered and entrusted to beneficiaries;
i. ***doe*** is a sexually mature female goat;

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j. ***ewe*** is a sexually mature female sheep;
k. ***Free range chicken*** refers to chicken raised without a housing;
l. ***grazing area*** refers to a piece of land where livestock feed on natural vegetation;
m. ***Halal*** refers to lawful or permissible under Sharī'ah (Islamic Law);
n. ***Halal production*** refers to the process of producing, preparing, and handling products in accordance with Sharī'ah (Islamic Law);
o. ***heifer*** is a young female cow that has not yet given birth to a calf;
p. ***hen*** is a sexually mature female chicken;
q. ***pasture area*** refers to a specific type of grazing land that is intentionally cultivated with grass or forage crops to provide food for livestock;
r. ***ram*** is a sexually mature male sheep;
s. ***rooster*** is a sexually mature male chicken;
t. ***upgraded*** refers to the offspring of a native animal and a purebred one; and
u. ***stocks*** refers to animals that are currently under care of a farmer.

V. PROGRAM PACKAGES

A. Individual Beneficiaries

COMMODITY	COMPONENTS	SPECIFICS	BUDGET ALLOCATION
Halal Cattle	1 head heifer	upgraded, 1-2 y.o., breeder	PhP 50,000.00
Halal Goat/Sheep	1 heads Does/Ewes; 1 heads Bucks/Rams	upgraded, at least 30kg body weight for female, at least 45kg for male, breeder	PhP 57,000.00
Halal Free Range Chicken	40 heads hens; 10 heads roosters	–	Php 37,000.00

B. LGU & FCA Beneficiaries

COMMODITY	COMPONENTS	SPECIFICS	BUDGET ALLOCATION
Halal Cattle	4 heads heifer; 1 head bull	upgraded, 1-2 y.o., breeder	PhP 250,000.00
Halal Goat	4-8 heads Does/Ewes; 1-2 heads Bucks/Rams	upgraded, at least 30kg body weight for females, at least 45kg for males, breeder	PhP 135,000.00-270,000.00
Halal Free Range Chicken	40-200 hens and 10-50 roosters	–	PhP 35,000.00-175,000.00

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C. IMPLEMENTATION SCHEME

1. The distribution of Halal Livestock and Poultry shall be conducted in designated drop-off points or directly at the beneficiary's approved project site, as determined by the DA-RFO.
2. A proper turnover ceremony or documentation process shall be conducted to acknowledge receipt of the commodities.
3. Beneficiaries shall sign an Acknowledgement Receipt and other necessary documentation to confirm the proper handover of the distributed commodities.

VI. ELIGIBLE BENEFICIARIES

A. Individual Beneficiaries

The individual beneficiaries must have the following qualifications:

1. Must be a Filipino Muslim residing in the Philippines;
2. Must be registered under the Registry System on Basic Sector in Agriculture (RSBSA);
3. Must have sufficient land for grazing and pasture to provide the needs of the animals based on the following:

Commodity	Recommended Pasture Area
Cattle/Carabao	1 hectare per head
Goat	1 hectare per 15 goats or 650 sq.m. per head
Sheep	1/2 hectare per 10 heads
Free-range Chicken	1/2 hectare for 200-300 heads

Based on the *2004 Rules and Regulations Governing the Exclusion of Agricultural Lands Used for Cattle Raising from the Coverage of the Comprehensive Agrarian Reform Program*

4. Must be in the viable geographic area for the specific animal;
5. Must have working knowledge of animal husbandry or at least completed Package of Technology (POT) on specific livestock; and
6. Preferably with existing stocks that will be subject to genetic breed improvement.

B. Farmers Cooperatives and Associations and Local Government Units

The FCAs and LGUs must have the following qualifications:

Qualifications	LGUs	FCAs
Duly registered either with the Cooperative Development Authority (CDA), Department of Labor and Employment (DOLE) or the Securities and Exchange Commission (SEC)	N/A	✓

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Approved Program Document/ Project Proposal in accordance with the DA's prescribed program design accompanied by letter of intent or request. Signed by the proponent and approved by the Regional Executive Director	✔	✔
Satisfy the grazing and pasture area required under Section VI (3) of these guidelines	✔	✔
Proof of land ownership	✔	✔
Partnership agreement with FCA (MOU); w/ FCA list members	N/A	✔
Other documents required by the DA/DA-RFO accounting	✔	✔
SB/Board/Council Resolution Authorizing the Head/ Representative to enter into a MOA	✔	✔

Note: For FCAs, there must be Filipino Muslim members residing in the Philippines.

The LGU beneficiaries shall be willing to:

1. Provide dedicated knowledgeable personnel for the distribution program;
2. Provide veterinary and insemination services for the animal stocks;
3. Provide a holding area for unclaimed animal stocks; and
4. Sponsor continuing training for individual and FCA beneficiaries.

VII. PRIORITY BENEFICIARIES

The following are the qualifications for the priority beneficiaries of the project:

1. Muslim;
2. Accredited DA Civil Society Organizations (DA CSOs) and economically vulnerable groups such as women's organizations, senior citizens; and
3. Individuals and/or FCAs that were highly affected by animal diseases (animal depopulated areas).

VIII. DOCUMENTARY REQUIREMENTS

A. Individual

1. Philippine Statistics Authority (PSA) Authenticated Birth Certificate;
2. RSBSA ID or registration number or certification from the Municipal Agriculture Office/City Agriculture Office of RSBSA Membership;
3. Proof of ownership of land for farm owners, proof of tenancy for tenants, and proof of agreement for lessees with technical description of the property and exact location of the land;

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The following ownership documents are advised:

a. Certificate of Land Transfer
b. Emancipation Patent
c. Individual Certificate of Land Ownership Award (CLOA)
d. Collective CLOA
e. Co-ownership CLOA
f. Agricultural sales patent
g. Homestead patent
h. Free Patent
i. Certificate of Title or Regular Title
j. Certificate of Ancestral Domain
k. Title Certificate of Ancestral
l. Land Title

4. Municipal Agriculture Office/City Agriculture Office Certification that the land is suitable and viable for livestock pasturing; and
5. Municipal Agriculture Office/City Agriculture Office Certification that the individual is registered for livestock production and follows DA-approved practices.

B. Farmers Cooperatives and Associations (FCAs)

1. Approved Program Document/Project Proposal in accordance with the DA's prescribed program design accompanied by letter of intent or request. Signed by the proponent and approved by the Regional Executive Director;
2. Certificate of Registration issued by the Cooperative Development Authority (CDA), Department of Labor and Employment (DOLE) or the Securities and Exchange Commission (SEC);
3. RSBSA ID or registration number or certification from the Municipal Agriculture Office/City Agriculture Office of RSBSA Membership;
4. Proof of ownership of land or proof of tenancy for tenants or proof of agreement for lessees with technical description of the property and exact location of the land;

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h. Free patent
i. Certificate of Title or Regular Title
j. Certificate of Ancestral Domain
k. Title Certficate of Ancestral
l. Land Title

5. DENR permit or a certificate of no objection from LGU or any other related instruments may be presented or submitted in lieu of proof of land ownership;
6. For FCAs. Organizational Legal Documents/Identity Registration & List of Officers and Members;
7. Municipal Agriculture Office/City Agriculture Office Certification that the land suitable and viable for livestock pasturing; and
8. Municipal Agriculture Office/City Agriculture Office Certification that the individual is registered for livestock production and follows DA-approved practices.

C. Local Government Units

1. Approved Program Document/Project Proposal in accordance with the DA's prescribed program design accompanied by letter of intent or request, signed by the proponent and approved by the Regional Executive Director;
2. Certificate of Land Title or Deed of Donation or Deed of Usufruct - if the land is donated for agricultural used or Lease Agreement or MOA;
3. Zoning Certificate that says the area is for farming;
4. SB/Board/Council Resolution Authorizing the Head/Representative to enter into a MOA; and
5. Other documents required by the DA/DA-RFO accounting.

IX. OTHER QUALIFICATIONS

A. Basic Halal Production System Knowledge

The farm owner/operator must be a Muslim, and farm workers should undergo Halal production training, and must have basic knowledge of different Philippine National Standards on Halal and other related standards. Non-Muslims can be an operator provided that they have undergone Halal production training and comply with the provisions stated in these guidelines.

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B. Basic Animal Husbandry Facility

The proponents must have basic animal husbandry facilities/housing/ implements in the proposed area where animals will be raised. Basic farm implements include feed trough, waterer, and cleaning tools.

C. Basic Animal Husbandry Knowledge

The evaluation team should assess the basic animal husbandry knowledge, including Animal Welfare Act (AWA), through interviews and a review of former animal husbandry activities. Technical assistance through training on Package of Technology (POT) will be conducted before the distribution of the animals.

IX. ROLES AND RESPONSIBILITIES OF KEY IMPLEMENTERS

HLDP shall be implemented by the DA-RFOs in partnership with stakeholder Individuals, Farmers' Cooperatives, and Associations (FCAs).

A. Individuals

1. Apply and comply with the requirements provided in Items **VI. A and VIII. A**;
2. Ensure compliance with the approved project documents;
3. Enter into a Memorandum of Agreement (MOA) with the DA;
4. Ensure the sustainability of the Project;
5. Grant the DA-RFO unrestricted access to the project site and relevant documents during monitoring, subject to biosecurity protocols;
6. Submit progress reports periodically or upon request; and
7. Ensure that the collection and processing of personal data during monitoring comply with the Data Privacy Act of 2012.

B. Farmer Cooperatives and Associations (FCAs)

1. Apply and comply with the requirements **VI. B and VIII. B**;
2. Ensure the organizational integrity of the FCA and its members;
3. Ensure that at least 30% of the members are RSBSA Registered Farmers;
4. Ensure compliance with the approved project documents;
5. Enter into a Memorandum of Agreement (MOA) with the DA;
6. Ensure the sustainability of the Project.
7. Grant the DA-RFO unrestricted access to the project site and relevant documents during monitoring, subject to biosecurity protocols;
8. Submit progress reports periodically or upon request; and

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9. Ensure the proper distribution and utilization of the provided Halal livestock and poultry in accordance with the Project Proposal and MOA.

C. Local Government Units (LGU)

1. Eligible under **VI. B** and comply requirements listed under **VIII. C**;
2. Will provide veterinary and insemination services for the animal stocks;
3. Enter into a Memorandum of Agreement (MOA) with the DA;
4. Ensure the sustainability of the Project;
5. Grant the DA-RFO unrestricted access to the project site and relevant documents during monitoring, subject to biosecurity protocols;
6. Submit progress reports periodically or upon request;
7. Ensure the proper distribution and utilization of the provided Halal livestock and poultry in accordance with the Project Proposal and MOA; and
8. Ensure that the collection and processing of personal data during monitoring comply with the Data Privacy Act of 2012.

D. Department of Agriculture - Regional Field Offices (DA-RFOs)

1. Monitor the progress of the projects in coordination with the implementing partners;
2. Require and review periodic progress reports from the beneficiaries;
3. Endorse monitoring reports to the DA HFIDP-HPMO for evaluation and necessary action; and
4. Ensure compliance with the agreed terms as specified in the Project Proposal and MOA.

E. Department of Agriculture HFIDP-HPMO

1. Promote the Program for greater awareness;
2. Validate and screen the interested beneficiaries;
3. Assist the interested beneficiaries in complying with the requirements that shall include but are not limited to organization and institutional development, proposal preparation, MOA signing, and technical assistance;
4. Assist the qualified beneficiaries upon request for the preparation, planning, implementation, and supervision of the project specifically managing the funds for procurement of all the project components subject to RA 9184;
5. Enter into a MOA with the approved beneficiaries;
6. Distribution of livestock to the approved beneficiaries immediately after MOA is finally signed and all requirements have been complied;
7. Oversee and evaluate reports endorsed by the DA-RFOs;
8. Provide guidance and recommendations to ensure the effective implementation of the program; and

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9. Coordinate with relevant agencies and stakeholders to support the proper management and sustainability of the project.

X. MECHANICS OF IMPLEMENTATION

Implementation Stage	Activity	Responsible Office
A. Call for Application	Posting and Dissemination of call for application of the Halal Livestock and Poultry distribution Project to RFOs, LGUs, FCAs, and Individual Farmers.	**DA RFO/DA HFIDP-HPMO/Individual/ FCA/LGUs**
B. Screening and Selection	1. Review of the submitted documents to DA HFIDP-HPMO through the DA RFO Halal Focal person, with the following attachments: a. Letter of intent; b. Project Proposal; c. Documents of the legal identity of the FCA; d. Endorsement from the LGU if FCA Applicant; and e. Other documents that the DA RFO or DA HFIDP-HPMO may require Complete any lacking documents and resubmit to DA HFIDP-HPMO, if applicable	**DA RFO/DA HFIDP-HPMO**
	2. Review of the submitted documents and preliminary screening and contact with the applicant a. Location details b. Training certificates (if applicable)	**DA RFO/DA HFIDP-HPMO**
	3. Interview of selected beneficiaries and site validation of proposed sites	**DA RFO/DA HFIDP-HPMO**
	4. Evaluation and approval of proposals	**DA RFO/DA HFIDP-HPMO**

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C. Preparation and Signing of MOA	1. Drafting of the MOA	**DA HFIDP-HPMO/DA-RFO**
	2. Comply with all the eligibility requirements as stated in Section VIII of these Guidelines	**INDIVIDUAL/FCA/LGU**
	3. Execute the MOA between the DA-HFIDP Director and beneficiaries (individuals or FCAs).	
D. Procurement	DA procures livestock and poultry directly and ensures compliance with procurement regulations.	**DA RFO, DA-HFIDP**
E. Distribution	1. Distribution of animals For Individuals and FCAs: The distribution of Halal livestock and poultry shall be conducted in designated drop-off points or directly at the beneficiary's approved project site, as determined by the DA-RFO. For LGUs: In coordination with the Municipal/City Agriculturist, the DA-RFOs will turnover the livestock to the concerned Local Government Units (LGUs) through a Memorandum of Agreement (MOA).	**DA RFO, DA-HFIDP, LGU**
	2. A proper turnover ceremony or documentation process shall be conducted to acknowledge receipt of the commodities for all beneficiaries.	**DA RFO, DA-HFIDP, LGU**
	3. Beneficiaries shall sign an Acknowledgement Receipt and other necessary documentation to confirm the proper handover of the distributed commodities.	**DA RFO, DA-HFIDP, LGU**
F. Monitoring	Conduct site visits and submit quarterly and annual monitoring reports.	**DA-RFO**

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G. Sustainability Plan	Conduct periodic veterinary and insemination services to the recipient beneficiaries	**DA-RFO/LGU**

XI. PROGRAM IMPLEMENTATION

The program implementation shall focus solely on technical assistance through the direct procurement and distribution of halal livestock and poultry by the Department of Agriculture (DA), in accordance with Republic Act No. 9184 (Government Procurement Reform Act) and its Implementing Rules and Regulations (IRR). No funds will be transferred to individual beneficiaries or FCAs. The DA will ensure that all roles, duties, and responsibilities are met, funds are utilized properly for procurement, and the project is completed within the agreed period, following the principles of transparency, competitiveness, and accountability in government procurement.

The MOA shall explicitly state that the DA is responsible for the procurement and delivery of the livestock, ensuring full compliance with RA No. 9184, while beneficiaries must comply with all requirements and ensure the sustainability of the project.

XII. SUSTAINABILITY

The DA-RFO in coordination with the LGU shall provide periodic veterinary and insemination services to the recipient beneficiaries and the LGU shall have a written animal health program in place.

In case of ill, deceased and lost halal livestock, immediate reporting must be done. Beneficiaries shall notify the DA-RFO within 48 hours of livestock illness, death, or loss. A veterinary assessment will be conducted for sick or dead animals to determine cause and validate claims.

In cases of death due to natural causes or verified illness (not due to negligence), replacement may be considered under the program's contingency provisions. If negligence or intentional harm is determined, the beneficiary may be disqualified from the program and subject to return or payment for the dispersed livestock. For lost animals, a barangay certification and incident report must be submitted to document the circumstances.

XIII. MONITORING AND EVALUATION

The DA-RFOs shall monitor the progress of the projects in coordination with the implementing partners. The beneficiaries shall grant the DA-RFO unrestricted access (adhering to biosecurity measures at the farm) to the project site and documents during monitoring. Progress reports shall be periodically submitted to the DA-RFO and/or upon

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the request of the latter. The DA-RFO shall then endorse the progress report to the DA-HFIDP.

Since there will be no fund transfer, the focus of monitoring shall be on ensuring the proper distribution and utilization of the provided Halal Livestock and Poultry. The DA-RFOs will ensure that beneficiaries meet the agreed terms as specified in the approved Project Proposal and the MOA.

XIV. FUNDING

The Funding required for the procurement and delivery of Halal Livestock and Poultry shall be sourced from the General Appropriations Act for a particular year of the DA-RFOs under the Halal Food Industry Development Program. The DA-HFIDP will handle all financial transaction directly, ensuring compliance with government accounting rules and regulations, including those set by the Department of Budget and Management.

No funds will be transferred to individual beneficiaries or Farmers' Cooperatives and Associations (FCAs). All expenses related to the procurement and delivery of livestock and technical assistance will be managed by the DA-HFIDP.

XV. SUPPLEMENTARY GUIDELINES

The DA-RFOs may issue a supplementary guideline to facilitate the orderly implementation of the Program subject to the review and recommendation of the Halal Food Industry Development Program Regional Focal Person and approval of the Halal Food Industry Development Program National Director.

XVI. REPEALING CLAUSE

All existing Memorandum Orders, issuances, rules, and regulations or parts thereof, inconsistent with any provisions of this Order are hereby repealed, modified or amended, accordingly.

XVII. FORCE MAJEURE

Neither party shall be liable for delays or failures in executing these guidelines if such delays or failures result from events beyond their control, including natural disasters, war, civil unrest, government actions, strikes, labor disputes, or issues with acquiring materials or transportation.

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XVIII. SEPARABILITY CLAUSE

If any provisions of these guidelines are found to be unlawful or unconstitutional, the remaining provisions will remain fully effective and enforceable.

XIX. EFFECTIVITY

This Memorandum Circular shall take effect immediately upon its posting on the DA Website or its publication in a newspaper of general circulation, and its filing of three (3) certified copies thereof with the Office of the National Administrative Register (ONAR) at the University of the Philippines (UP) Law Center, Diliman, Quezon City.

Done this 29th day of APRIL 2025.

FRANCISCO P. TIU LAUREL JR.
Secretary

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