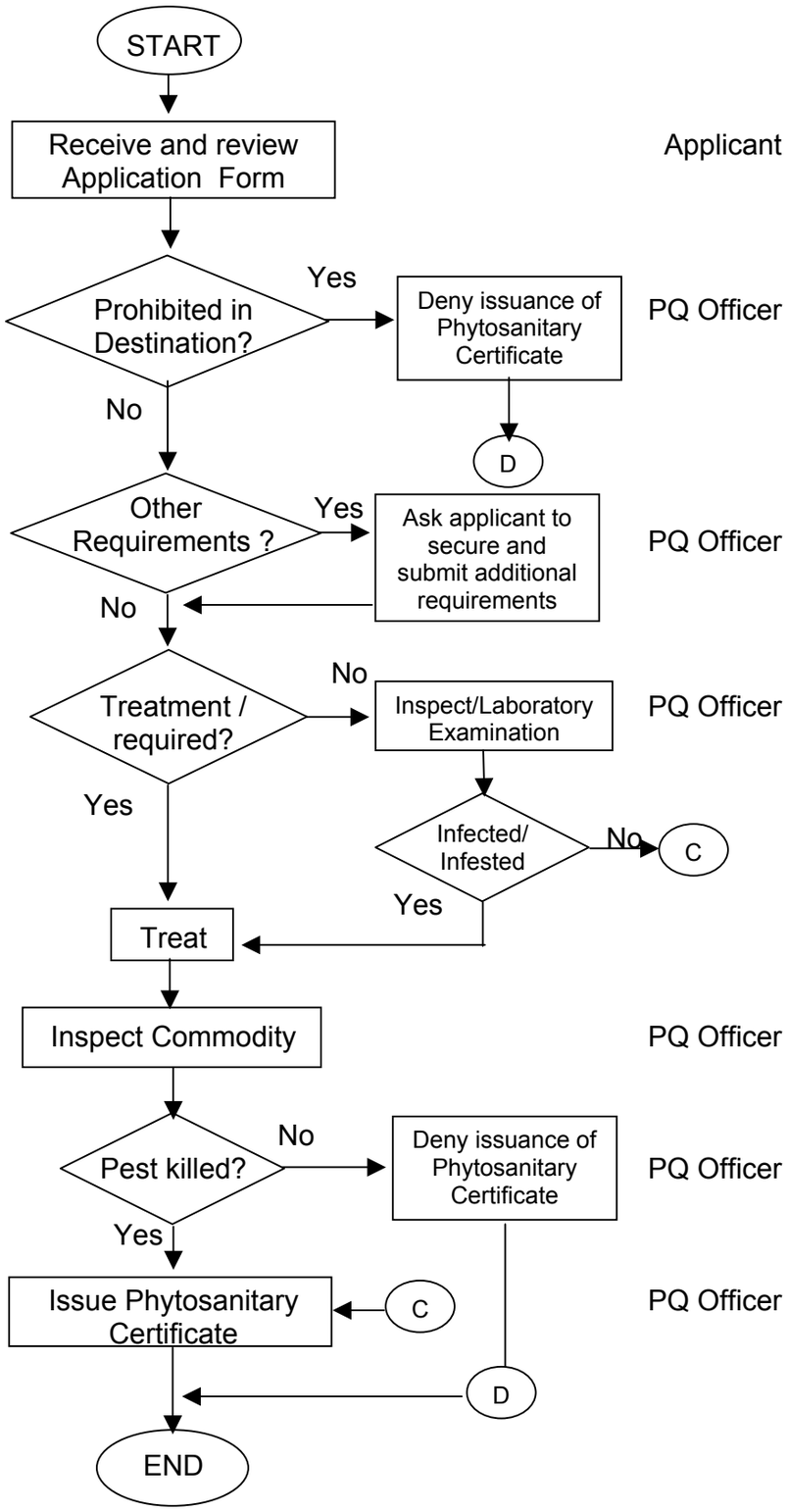
BUREAU/AGENCY: BUREAU OF PLANT INDUSTRY

ISSUANCE OF PHYTOSANITARY CERTIFICATE

FLOW PROCESS (PROCEDURAL DETAILS)



FLOW	PERSON RESPONSIBLE	DETAILS
Receive and review Application Form	Applicant	• Refer to BPI "Q" Form No. 4
Prohibited in Destination? (Yes → Deny issuance of Phytosanitary Certificate)	PQ Officer	• Deny application when not capable of undertaking treatments required by the importing countries • Refer to FAO Digest and Importing Country's regulation
Other Requirements ? (Yes → Ask applicant to secure and submit additional requirements)	PQ Officer	▪ Refer to requirements of CITES, Import Permit and other commodity clearances
Treatment / required? (No → Inspect/Laboratory Examination)	PQ Officer	
Infected/ Infested (No → C; Yes → Treat)		
Treat		Supervised by PQ Officer
Inspect Commodity	PQ Officer	Check if treatment met the requirements
Pest killed? (No → Deny issuance of Phytosanitary Certificate)	PQ Officer	Return/Destroy
Issue Phytosanitary Certificate (Yes)	PQ Officer	• Regulatory fee is collected prior to release of Phytosanitary Certificate (Refer to A.O. #12 S. 2004 and A.O. #26 s 2004) • Use BPI "Q" Form No. 11 • Dry seal is affixed on the lower left side of the Certificate
END		