



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
Elliptical Road, Dilliman  
Quezon City, 1100 Philippines

Department Circular No. 18  
Series of 2020

**SUBJECT: GUIDELINES ON CROP VARIETY REGISTRATION**

Pursuant to the mandate of the National Seed Industry Council (NSIC) under Republic Act 7308, otherwise known as the *Seed Industry Development Act of 1992* and its Implementing Rules and Regulations, the following guidelines are hereby promulgated:

**SECTION 1**  
**Objectives**

This Department Circular aims to provide criteria, requirements, harmonized procedures and guidelines for the registration of crop varieties intended for commerce in the Philippines, and to provide registry of crop varieties qualified for government procurement **and** crop related programs.

**SECTION 2**  
**Scope**

This Department Circular covers the registration of crop varieties developed from introductions or from local collections and selective breeding; bred using conventional or biotechnological methods; propagated asexually or sexually; and include, but not limited to, open-pollinated, synthetic, inbred, somaclonal variant, mutant, essentially-derived, hybrid and traditional varieties. Based on its primary usage, a crop is categorized under the following groupings:

- a. Rice
- b. Corn and Other Cereal/Pseudocereal Grains
- c. Field Legumes
- d. Vegetable Crops
- e. Fiber Crops
- f. Plantation Crops
- g. Coconut and Other Palm Trees
- h. Culinary Herbs, Spices, Essences, and Medicinal Crops
- i. Sugarcane and Other Sugar Crops
- j. Tobacco
- k. Fruit Crops
- l. Rootcrops
- m. Ornamentals

*A food-secure Philippines*  
with prosperous farmers and fisherfolk



*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy  
*2/2/24*

**SECTION 3**  
**Definition of Terms and Phrases**

For purposes of this Circular, the following phrases and terms shall mean:

1. *Breeder* - means<sup>1</sup>:
  - a. The person who bred, or discovered and developed a new plant variety; or
  - b. The person who is the employer of the aforementioned person or who has commissioned the work; or
  - c. The successors-in-interest of the foregoing persons as the case may be; or
  - d. The holder of the Certificate of Registration.
2. *Breeding institution* - a government or non-government entity engaged in the development of new or improved varieties of crop plants;
3. *Clone* - a group of plants resulting from vegetative propagation from a single parent, and therefore genetically identical to that parent;
4. *Commercial or Common name* - provided by the applicant, as the name to be used for a crop entry when it will be placed in the market as a registered variety;
5. *Crop* - plant cultivated either for sale or for own use (subsistence); being cultivated implies being managed;
6. *Crop Entry* - a crop species/line/strain/accession applied for crop variety registration;
7. *Crop Entry Performance Test (CEPT)* - refers to any assessment of a variety for registration over location and season in terms of parameters determined by the Technical Working Group (TWG) and approved by the Council;
8. *Cultivar* - a cultivated variety of a species<sup>2</sup>;
9. *Essentially-derived variety (EDL)* - a variety with very little genetic modification from the original variety;
10. *Experimental name* - provided by the applicant as a reference name for a crop entry during the conduct of the CEPT;

---

<sup>1</sup> Based on Republic Act No. 9168 or the *Plant Variety Protection Act of 2002*. 02 pp.

<sup>2</sup> Derived from or based on Beentje, H. 2016. *The Kew Plant Glossary (Second Edition)*. Kew Publishing, Royal Botanic Gardens, Kew, Richmond, Surrey, UK. 184 pp.



---

CONCHITA C. BROSAS  
Administrative Officer V  
Records Division

Certified True Copy

11. *Genetically Modified Organism (GMO)* – also refers to “living modified organism” under the Cartagena Protocol on Biosafety and refers to any living organism that possesses a novel combination of genetic material obtained through the use of modern biotechnology<sup>3</sup>;
12. *Genus (plural genera)* – a unit of classification referring to the group of plants composed of related species that usually appear similar to each other<sup>1</sup>;
13. *Hybrid variety* - a cross between two or more individuals (inbred or not) of different varieties of the same or different species and genera;
14. *Inbred variety* – a variety obtained by self-pollination of its parental, resulting to progeny that is likewise genetically similar to it;
15. *Introduced variety* - variety from other country brought into our country by legal means;
16. *Material Transfer Agreement (MTA)* - a contract that governs the transfer of tangible research materials between two organizations, when the recipient intends to use it for research purposes. The MTA defines the rights of the provider and the recipient with respect to the materials and any derivatives<sup>4</sup>;
17. *Mutant* – refers to any living organism possessing a genetically-different sequence from its parent source obtained through the use of mutational agents (mutagens) such as, but not limited to: radiation or chemicals (e.g. ethyl methyl sulfonate; EMS)<sup>5</sup>;
18. *National Cooperative Test (NCT)* – a method of CEPT which is an inter-agency, multi- disciplinary, -location and seasons, undertaken for the purpose of subjecting promising lines, varieties, and accessions to field testing, evaluation, and recommendation;
19. *Non-NCT* – a method of CEPT which does not require collaborative multi-location field trial. Crops covered shall be determined by the TWG subject to Council’s approval;
20. *Open-pollinated variety* - a variety that breed true-to-type; i.e. progeny, either as a result of self or cross pollination, is genetically similar to its parentals;
21. *Owner* - a person, company, institution, organization or community who has legal and rightful possession of the plant material;
22. *Pedigree* – record of ancestry, lineage, or parentage of a variety;

---

<sup>3</sup> Department of Agriculture – Biotech Program Office

<sup>4</sup> <https://www.uh.edu/research/sponsored-projects/contracts/mta-guidelines/>

<sup>5</sup> Crop Improvement through Mutation Breeding (DOST-PNRI)



---

*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

23. *Pseudocereal* – any non-grasses that are used as the same way as cereal, e.g. amaranth;
24. *Season* – refers to entire cropping duration of a certain commodity or portion thereof;
25. *Seed* - a plant material used for the production of food, forage, fibers, industrial crops, oil, flowers, grasses, herbs and aquatic plants, including but not limited to mushroom spores and spawn, meristem, and clonal propagules such as tubers, corms, cuttings, and micro-propagated plantlets;
26. *Soma-clonal variant* - plant derived from any form of cell or tissue culture that has deviated from the general appearance or characteristics of the other plants and the original source without mutagenic treatment<sup>6</sup>;
27. *Species* – a unit of classification referring to the group of plant populations of similar morphology and constant distinctive characters, thought to be capable of interbreeding and producing offspring<sup>i</sup>;
28. *Traditional varieties* - crop varieties whether food or non-food crops, that have been selected and cultivated by local farmers over generations, usually well adapted to local environmental conditions and connected with local culture and traditional customs;
29. *Variety* - is a stable genotype including landraces, traditional, farmers' bred, cultivars, inbreds, pure lines, hybrids, clones, mutant, somaclonal variant, strain, which has undergone systematic evaluation and released for commercialization<sup>7</sup>; and
30. *Variety registration* - is the process of entering a qualified variety and its agronomic characteristics in the NSIC registry.

#### SECTION 4 Application for Crop Variety Registration (CVR)

Section 4.1 *Applicant*. Any individual, breeder or breeding institution, organization or community may apply for crop variety registration (CVR) under this Circular.

For fruit and plantation crop entries, the applicant may be the owner of the parent plant/tree or the authorized representative of the owner.

---

<sup>6</sup> Based on Larkin P, Scowcroft W. 1981. Somaclonal variation—a novel source of variability from cell cultures for plant improvement. *Theor. Appl. Genet.* 60:197–214. doi: 10.1007/BF02342540

<sup>7</sup> Based on the proposed amendment for Republic Act 7308 of *The Seed Industry Development Act of 1992*



Page 4 of 30

  
CONCHITA C. BROSAS  
Administrative Officer V  
Records Division

Certified True Copy

Section 4.2 *Filing of Application*. The applicant shall file the CVR application at the NSIC Office or via electronic mail, together with the following documents, whichever is applicable:

- a. Accomplished application form (see *Annex 1*);
- b. For introduced crop entry -
  - (1) Material Transfer Agreement (MTA) and/or proof of purchase/acquisition/donation issued by the competent authority/owner from the country of origin;
  - (2) Sanitary and Phytosanitary Import Clearance (SPSIC) from the Bureau of Plant Industry (BPI), and
  - (3) License to commercialize (if applicable);
- c. For biotech/GM entries - Biosafety permit for commercial propagation;
- d. For all conventional crop entries with GM counterpart - Applicant's notarized declaration that the crop entry is non-GM; template is in *Annex 2*;
- e. For perennial entries - Global Positioning System (GPS) coordinates;
- f. Morphological data such as distinct characteristics or initial data by the applicant;
- g. Special Power of Attorney (SPA)/Memorandum of Understanding (MOU) for authorized representative; and
- h. Photo documentation of the crop entry being applied for registration.

The application form shall include the following information:

- a. Breeder's objective for the development of the applied crop entry; and
- b. Disclosure of breeding history.

Only applications with complete documentary requirements shall be endorsed to concerned TWG Coordinator for CEPT.

## **SECTION 5**

### **Website Publication of the Application**

Application for registration shall be posted at the NSIC website from the date the application has been accepted until its approval. The posting shall contain the following information:

- a. Application number;
- b. Date of filing;
- c. Proposed denomination of the crop entry;



Page 5 of 30

*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

- d. Description of the crop entry; and
- e. Photo documentation of the crop entry.

**SECTION 6**  
**Evaluation Procedures for Crop Variety Registration**

The variety registration process shall pass through three (3) levels of evaluation: (1) TWG for CEPT; (2) Technical Secretariat (TechSec) for the verification of CEPT results; and (3) NSIC for the final deliberation, approval, and enlistment in the NSIC Registry.

The workflow for the registration process is attached as *Annex 3*.

**SECTION 7**  
**Development of Crop Entry Performance Test (CEPT) Protocol**

The TWG created pursuant to Section 16 hereof shall be responsible for the CEPT. Each TWG shall develop CEPT protocol for their assigned crop/s subject to Council's approval. The Protocol shall cover and be subjected to the following parameters:

For NCT

- a. *Submission of seed samples* – The TWG shall provide specific requirements for the submission of seed samples for NCT, to include but not limited to quantity, packaging materials, and handling;
- b. *Collection and payment of NCT fees* – The scheme for the collection and payment of NCT fees shall be determined by each TWG;
- c. *Selection of check variety(ies)* – The TWG for each commodity shall establish the procedures on the selection of check variety(ies);
- d. *Selection of NCT sites and project leaders/farmer cooperators* – The TWG shall establish the procedure on the selection of NCT sites and project leaders/farmer cooperators for the conduct of NCT. The TWG may come up with the list of NCT accredited sites or sponsored/owned sites by the private seed companies under the supervision of the TWG. Recommendation domain shall be considered in the selection of NCT sites;
- e. *Parameters for data gathering* – Data gathering shall primarily include morphological characteristics; yield and product quality; resistance to insect pest and diseases; tolerance to abiotic stresses, with photo documentation. Other important parameters shall be determined by the TWG;



Page 6 of 30

*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

- f. *For the evaluation of GM crop entry*, applicable provisions in DA-DOST-DENR-DOH-DILG Joint Department Circular No. 01 series of 2016 shall be followed. Further, the CEPT shall consider the isoline hybrid (if NSIC registered or not) and the recommendation domain (if the isoline hybrid is NSIC registered);
- g. *For the evaluation of conventional hybrid or non-GM crop entry*, the concerned TWG shall determine the allowable contamination for GM detection analysis for non-GM hybrids and OPV;
- h. *Essentially-derived varieties* shall be evaluated based on the characteristics for CVR. However, NCT shall set requirements to prove that it is genetically identical with the parent variety except for the inserted traits and that the improvement made is significant to the objective of the development of the variety;
- i. *Data gathering* – NCT guidelines shall ensure that data gathering activities are conducted with accuracy. In photo documenting a measurement data, an appropriate measuring instrument shall be used as reference;
- j. *Data analysis and evaluation* – NCT protocol shall establish procedures on the analysis of data gathered. TWG shall come up with the harmonized presentation of data; and
- k. *Basis for recommendation* – NCT guidelines shall detail the basis for recommending a crop entry, considering the general criteria for recommendation specified in Section 8.

For Non-NCT

- a. *Eligibility assessment of the candidate plant/tree* – TWG protocol shall specify the eligibility requirements to qualify for crop registration;
- b. *Data gathering and analysis* – the protocol shall specify the procedures to identify the sampling units, parameters for data gathering, evaluator to be tapped for data gathering, the period for data collection, and the method of data analysis; and
- c. *Basis for recommendation* – shall specify the basis for recommending a crop entry, considering the general criteria for recommendation specified in Section 8.

The concerned TWG may revise the requirements for purposes of further improvement and harmonization of the Protocol. Further, each TWG shall develop a separate CEPT protocol for traditional varieties.



Page 7 of 30

  
 CONCHITA C. BROSAS  
 Administrative Officer V  
 Records Division

Certified True Copy



Newly developed / revised protocol shall be deliberated by the TechSec and approved by the Council prior to its implementation.

## SECTION 8

### General Criteria for Crop Entry Recommendation and Registration Decision

Entries applied for registration shall be evaluated and recommended for approval based on the following general criteria:

- a. Yield - yield of the crop entry shall be statistically similar or higher than the yield of the check variety or % yield advantage specified in the CEPT protocol of the crop. However, for crops where quality is more essential than yield, criteria on yield can be over ruled;
- b. Morphological characteristics;
- c. Reaction to biotic and abiotic stresses; and
- d. Physico-chemical and other quality traits.

Additional criteria may be formulated by the TWG for varieties developed for a specific purpose such as for the essentially-derived varieties.

Recommended entries by the TWG and TechSec to the Council shall be accompanied with a Crop Entry Recommendation Form (see *Annex 4*) endorsed by the Chair of the concerned TWG.

Based on the general criteria above, the TWG and TechSec may drop/deny, defer or recommend for approval a crop entry applied for registration. Dropping of a crop entry shall mean discontinuance of the registration process. Deferment shall mean postponement of the registration process until compliance to a requirement as set in the CEPT protocol of the specific crop, and as per results of TWG or TechSec deliberation, with proper notification to the applicant of the grounds and compliance period. Recommendation shall mean continuity of the evaluation procedures.


## SECTION 9

### Approval and Issuance of Certificate of Registration

The Council is the authorized body responsible for the approval of variety registration. The approval of the registration shall be effective only upon payment of corresponding fees. The Certificate of Registration shall be issued to applicants with



Page 8 of 30

  
CONCHITA C. BROSAS  
Administrative Officer V  
Records Division

Certified True Copy



approved variety registration; and upon submission of DNA profile (if applicable), proof of settled registration fees and certificate of submitted planting materials issued by the designated germplasm depository. There shall be no provisional registration to be issued by the NSIC.

Certificate of Registration (see *Annex 5*) and Certificate of Plant Material Deposit (see *Annex 6*) templates are attached.

### **SECTION 10 Inventory of NSIC Registered Varieties**

The TWG shall conduct inventory of the NSIC registered variety every 10 years from the year of registration, through the assistance of the BPI – National Seed Quality Control Services (NSQCS) and the owner of the registered variety, for traceability of the parent materials as potential source of propagating materials. The Council Secretariat shall update the database of NSIC registry based on inventory activity results.

### **SECTION 11 Delisting of Registered Varieties**

Any of the following grounds shall be the bases for the delisting of a registered variety:

- a. Non-traceability of the original material, as per results of the inventory activity in Section 10; and
- b. Retrogression/change in the performance characteristics, as per results of the inventory activity in Section 10.

Delisting shall be done *motu proprio* by the Council or can be applied by the breeder, in accordance with the procedure to be developed by the Council through the Technical Secretariat.

The following are the conditions for the delisted varieties:

- a. A separate database shall be maintained by NSIC for the delisted varieties; and
- b. A delisted variety can no longer be claimed as NSIC registered variety.



Page 9 of 30

*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

**SECTION 12**  
**Assigning of NSIC Registry Code and Naming of Varieties**

A variety approved for registration shall be assigned with a registry code, based on the following:

- a. Prefix as NSIC
- b. Year of registration approval
- c. Commodity Code of Nomenclature (see *Annex 7*); however, for traditional varieties a 'TV' code shall be written before the commodity code.
- d. Sequence number

Example for non-traditional variety: NSIC 2009 Rc XXX

Example for traditional variety: NSIC 2009 TV-Rc XXX

The NSIC shall also approve the use of a variety name and commercial name or common name, proposed for a registered variety.

**SECTION 13**  
**Change in Information of a Registered Variety**

Any change in the information of a registered variety shall not be allowed to maintain the authenticity of the variety, except for change in varietal characteristics due to abiotic factors, subject to the validation of the concerned TWG and certification by the BPI-NSQCS. In case of change of ownership due to licensing agreement, a copy of the licensing agreement shall be submitted to NSIC for verification.

**SECTION 14**  
**Fees Structure**

The following fees shall be collected by the Bureau of Plant Industry (BPI) for the registration of a variety on a per crop entry basis:

<b>Fees</b>	<b>Amount (PhP)</b>	<b>Schedule</b>
Filing of the application for CEPT	200.00	Upon filing of application at NSIC
Issuance of Certificate of Variety Registration	1,000.00	On or before the claim of the Registration Certificate
Re-issuance of a Certificate of Variety Registration	500.00	Upon request of Certificate re-issuance

Page 10 of 30

  
CONCHITA C. BROSAS  
Administrative Officer V  
Records Division

Certified True Copy

**SECTION 15**  
**Maintenance of the Registry Database**

Database including the DNA profile (if applicable) of NSIC registered varieties shall be maintained by the Council Secretariat subject to the requirements of the *Data Privacy Act of 2012*. Information of each variety in the registry shall include the following:

1. Year Approved
2. NSIC Registration Number
3. Variety Name
4. Commercial Name
5. Recommendation Domain (regional/national)
6. Type of Variety
7. Owner/Breeder/ Originator
8. Owner/Breeder/ Originator Address
9. Location of Tree (geotagged)
10. Yield
11. Photos of the crop variety
12. Important Morphological Characteristics
13. Reaction to Insect Pests and Diseases
14. Agro-climatic and Seasonal Adaptations
15. Remarks (e.g. Cultural Adaptations) and Other Outstanding Characteristics
16. Major Reasons for Recommendation

**SECTION 16**  
**Depository of NSIC Registered Varieties**

All applicants with approved variety registration are required to submit to any of the following institutions planting materials for the safekeeping of germplasm of NSIC registered varieties:

<i>Crop</i>	<i>Designated Depository</i>
Rice	Philippine Rice Research Institute (PhilRice)
Corn and other Cereal/Pseudocereal Grains	National Plant Genetic Resources Laboratory (NPGRL) and BPI (OPV only)
Vegetables	
Legumes	
Sugarcane and other Sugar Crops	Sugar Regulatory Administration (SRA)
Fiber crops	Philippine Fiber Industry Development Authority (PhilFIDA) and NPGRL



Page 11 of 30

*CONCHITA C. BROSAS*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

<b>Crop</b>	<b>Designated Depository</b>
Tobacco	National Tobacco Administration (NTA)
Rootcrops	NPGRL, Philippine Root Crops Research and Training Center (PRCRTC), Northern Philippine Root Crops and Training Center (NPRCRTC) and BPI
Fruits	NPGRL and BPI
Plantation	
Cacao	Cavite State University (CvSU), University of Southern Mindanao (USM), Benguet State University (BSU), NPGRL, BPI
Rubber	USM
Coffee	CvSU, USM, BSU, and BPI
Mulberry	Sericulture Research and Devt Institute (SRDI)
Coconut and Other Palm Trees	Philippine Coconut Authority (PCA) and NPGRL
Ornamentals	NPGRL and BPI
Culinary Herbs, Spices, Essences, and Medicinal Crops	NPGRL and BPI

The required quantity of planting materials per crop is listed in *Annex 8*.

The NSIC may tap private sectors for the safekeeping of their registered varieties.

#### **SECTION 17** **Appointment and Term of Office of the TWG**

Technical Working Groups. The TWG shall be composed of technical personnel from various government and non-government institutions and agencies involved in the development of the seed industry. Selection of TWG members shall pass through the following requirements and procedures:

- a. Signed endorsement from the nominating institution/organization/seed companies;
- b. Submission of resume by the TWG nominee;
- c. Initial assessment of nominees' submitted resume and shortlisting by the Council Secretariat;
- d. List of recommendation by the TechSec;
- e. Approval by the Council; and
- f. Appointment of TWG members through a DA Special Order.



Page 12 of 30

*CH BROSA*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

The members of each TWG shall not be less than five (5) but not more than fifteen (15). The TWG shall serve for a two-year term of office and may be eligible for reappointment.

The Chair shall be elected from the existing membership and shall serve for a two-year term.

**SECTION 18**  
**Functions of the Council Secretariat, TWG, TechSec and Council on**  
**Crop Variety Registration**

For the registration of crop varieties, the following shall be performed:

Council Secretariat

- a. Receive all applications for CVR;
- b. Assess completeness of filed CVR application documents;
- c. Endorse applications to concerned TWG for CEPT;
- d. Consolidate TWG endorsed documents for TechSec deliberation and eventually for Council approval;
- e. Update applicants on the status of the registration process;
- f. Prepare minutes of TechSec and Council meetings;
- g. Issue the Registration Certificate;
- h. Conduct random monitoring of on-going CEPT;
- i. Maintain file records of all registration applications; minutes of meetings of TWG, TechSec and Council, issued Registration Certificates, and other registration related correspondences and documents;
- j. Maintain the NSIC database of registered varieties;
- k. Disseminate printed copies of seed catalogs;
- l. Coordinate TWG, TechSec and Council meetings; and
- m. Provide administrative and fund support for the conduct of the TWG, TechSec and Council related activities.

Technical Working Groups

- a. Formulate or revise commodity specific protocol for CEPT subject to TechSec's recommendation and Council's approval;
- b. Receive the endorsed documents for CEPT through the TWG Chair and Coordinator;
- c. Convene or initiate TWG meetings in coordination with the Council Secretariat;
- d. Deliberate the trial results and recommend for TechSec evaluation;

Page 13 of 30



*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

- e. Endorse to Council Secretariat results of the CEPT;
- f. Deliberate other registration related issues and concerns and come up with recommendation; and
- g. Prepare minutes of TWG meetings and furnish the Council Secretariat signed copies of said documents for filing and reference purposes.

Technical Secretariat

- a. Convene or initiate TechSec meetings in coordination with the Council Secretariat;
- b. Deliberate results of the CEPT forwarded by the TWG;
- c. Recommend its action on registration applications to the Council; and
- d. Deliberate other registration related issues and concerns and come up with recommendation.

Council

- a. Convene or initiate Council meetings in coordination with the Council Secretariat;
- b. Deliberate results of the CEPT forwarded by the TechSec;
- c. Provide decision to a registration application; and
- d. Deliberate other registration related issues and concerns and come up with Council Resolution.

TWG, TechSec and Council members shall commit to a policy of neutrality in carrying out the CVR process. Any crop entry recommendation by the TWG and TechSec and registration decision by the Council shall be scientifically-based and the consensus by the group.

**SECTION 19**  
**Administrative Sanctions and Remedies**

Any aggrieved party or applicant may file a Motion for Reconsideration with the Council through the Council Secretariat within fifteen (15) days from receipt of the Decision on the application for CVR.

Appeal from the Decision of the Council shall be done in accordance with the Administrative Code of 1987, as amended, and other applicable laws, rules and regulations.



Page 14 of 30

*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

Suspension of CVR. The Council shall order the suspension of the CVR on any of the following grounds:

- a. False claims;
- b. Misrepresentation; and
- c. Mislabelling.

Revocation of the CVR. The commission of any of the grounds enumerated in the preceding section for two or more times shall result in the revocation of the CVR.

The revocation of the CVR shall result in the blacklisting of the applicant from filing any application for CVR.

**SECTION 20**  
**Transitory Provision**

All pending registration applications which are formally filed prior to the effectivity of this Circular shall be subjected to the old procedures and requirements.

**SECTION 21**  
**Annexes**

All annexes, or any part thereof, referred to in this Circular are deemed integral part of this document but may be revised as a separate document, if deemed necessary.

**SECTION 22**  
**Repealing Clause**

All provisions of existing issuances, rules and regulations or parts thereof, which are inconsistent with the provisions of this Circular, are hereby repealed or modified accordingly.

**SECTION 23**  
**Separability Clause**

If any portion of this Circular is declared unconstitutional or invalid, the other portion or portions thereof, which are not affected thereby, shall continue in full force and effect.



Page 15 of 30

*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy



**SECTION 24**  
**Effectivity**

This Circular shall take effect 15 days after its publication in the Official Gazette or in one (1) newspaper of general circulation, and registration with the Office of the National Administrative Register (ONAR), and shall remain in force unless revoked by the Secretary of Agriculture.

21st day of December 2020, Metro Manila, Philippines.

  
**WILLIAM D. DAR, PhD.**  
*Secretary*

DEPARTMENT OF AGRICULTURE  
  
In replying pls cite this code :  
**For Signature: S-12-20-0813**  
Received : 12/21/2020 11:20 AM

  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

**Annex 1**

	<b>BUREAU OF PLANT INDUSTRY</b> <b>National Seed Industry Council</b> <b>Crop Variety Registration</b>	BPI-NSIC Form No.	:	01
	<b>APPLICATION FORM</b> <b>(CONFIDENTIAL)</b>	Revision	:	0
		Effectivity	:	
		Page	:	Page_of_
<i>(Kindly fill-out applicable fields and see page 2 for further instructions)</i>				
<b>INFORMATION on APPLICANT, BREEDER, and AGENT</b>				
1. Name of Applicant <i>(To whom the Certificate will be named)</i>		2. Applicant's Address		
3. Contact No.		4. Email Address:		
5. If applicant is not the person who bred or developed the variety, name(s) of original breeder(s).				
1.	4.			
2.	5.			
3.	6.			
6. Name of Contact Person/Agent		7. Contact No.		
8. Address		9. Email Address		
<b>GENERAL INFORMATION on VARIETY</b>				
10. Crop		11. Scientific Name		12. Proposed Variety Name
13. Experimental/Line Name		14. Other Name/s		15. Propagation method
16. Place of Origin: <i>(for introduced crop entry)</i>				
17. Applied Domain <input type="checkbox"/> National <input type="checkbox"/> Regional <input type="checkbox"/> Others, specify _____				
<b>18. Type <i>(please check)</i></b> ( ) Open-pollinated ( ) Synthetic ( ) Inbred ( ) Somaclonal variant ( ) Mutant ( ) Essentially-derived ( ) Traditional <i>(list code: _____)</i> Hybrid ( ) Conventional ( ) Biotech ( ) Essentially Derived ( ) Others: <i>please specify</i>		<b>19. Breeding History</b> <i>[please include breeder's objective for the development of the applied crop entry, development period, disclosure of conventional/isoline hybrid (for biotech), disclosure of parent varieties (for essentially-derived), and other relevant information]</i>		

\_\_\_\_\_  
 Applicant/Contact Person  
*(Signature over Printed Name)*



*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
 Administrative Officer V  
 Records Division

Certified True Copy

**Required Supporting Documents:**

**For introduced crop entries:**

- Material Transfer Agreement (MTA) and/or proof of purchase/acquisition/donation issued by the competent authority/owner from the country of origin
- Sanitary and Phytosanitary Import Clearance (SPSIC) from the BPI

**For biotech/GM entries:**

- Biosafety permit for commercial propagation

**For all conventional crop entries with GM counterpart:**

- Applicant's notarized declaration that the crop entry is non-GM

**For perennial entries:**

- Global Positioning System (GPS) coordinates

**For all crop entries:**

- Morphological data (distinct characteristics or initial data by the applicant)
- Special Power of Attorney (SPA)/Memorandum of Understanding (MOU) for authorized representative
- License to commercialize (if applicable)
- Photo documentation of the crop entry being applied for registration

**Instructions**

1. As much as possible, all items must be filled-out by the applicant;
2. Attached the above-mentioned required supporting documents;
3. Accomplish in English, legibly typed or printed;
4. Any erasures must be initialed and dated;
5. All forms and documents should be submitted to the Office of the National Seed Industry Council (NSIC);
6. It is the responsibility of the applicant to inform the NSIC of any information changes in the application forms;
7. The applicant is advised to refer to the General Guidelines for Crop Variety Registration;
8. Any interested group or individual may multiply this form without asking authorization from the NSIC;
9. For inquiries, address your communication to:

**COUNCIL SECRETARIAT  
NATIONAL SEED INDUSTRY COUNCIL  
Bureau of Plant Industry  
692 San Andres St., Malate, Manila  
Telephone Number: (02) 8529-1534 | (02) 8525-7392  
Email Address: seedcouncil@yahoo.com**

<i>To be filled out by the Council Secretariat</i>	
1. Application Date	2. Application Number
Assessed by:  _____ NSIC Executive Assistant Designate	



**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

**Annex 2. Template re Applicant's Declaration of Non-GM Crop Entry**

REPUBLIC OF THE PHILIPPINES )  
NATIONAL CAPITAL REGION ) S.S.  
CITY OF MANILA )

**DECLARATION OF NON-GENETICALLY MODIFIED  
CONVENTIONAL CROP ENTRY**

I, (name of applicant/organization's authorized representative), of (name of organization), the applicant/authorized organization's representative for the Crop Entry (crop: proposed variety name for the crop entry) for the National Seed Industry Council (NSIC) Crop Variety Registration (CVR), hereby declares under the penalty of perjury that:

- The crop entry is bred through conventional methods; and
- The crop is not a genetically modified organism, as defined in the DA-DOST-DENR-DOH-DILG Joint Department Circular No.1, series of 2016 and as per governing provisions of the DA Department Circular No. \_\_\_ series of 2020 re Guidelines on Crop Variety Registration.

I am aware that should any of the aforementioned declarations is proven misrepresented, the following shall be performed:

- The Crop Entry shall be automatically **Dropped** from the Crop Variety Registration;
- I/my organization, as the CVR applicant shall not be qualified for NSIC-CVR application for a period of ten (10) years; and
- Legal actions pursuant to existing applicable laws.

IN WITNESS WHEREOF, I have hereunto affixed my signature this (day) day of (month), (year) in (City/Municipality), Philippines.

\_\_\_\_\_  
SIGNATURE OF DECLARANT OVER PRINTED NAME

SUBSCRIBED AND SWORN before me this (day) day of (Month), (year), by (declarant) who exhibited to me his/her (Gov. Issued ID) with number (number) issued on (date of issuance) at (location of issuance).

Notary Public

Doc. No.  
Page No.  
Book No.  
Series of



*Conchita C. Brosas*  
CONCHITA C. BROSAS  
Administrative Officer V  
Records Division

Certified True Copy

**Annex 3. Workflow for Crop Variety Registration (CVR)**

<b>Responsible Staff</b>	<b>Process</b>	<b>Timeline</b>
<b>I. Receipt and Acceptance of Application for CVR</b>		
Council Secretariat	Receive application using <i>NSIC CVR Application Form</i> ; print application if submitted through electronic means	5 minutes
	Assess the completeness of the application documents	10 minutes
	Complete or incomplete submission, provide the applicant an Application Acknowledgement Receipt	10 minutes
	If complete, provide the application an application date and application number and attach NSIC Processing Checklist	10 minutes
	Record the following in the "database of application" <ul style="list-style-type: none"> <li>○ Application date</li> <li>○ Application number</li> <li>○ Crop applied for</li> <li>○ Proposed variety name/denomination</li> <li>○ Applicant, applicant's representative or contact person</li> </ul>	15 minutes
	Issue Order of Payment to the applicant for the filing fee	10 minutes
	Receive OR from the applicant for the filing fee payment	5 minutes
	Publish publication	10 minutes
	Transmit to TWG Coordinator the application documents	5 minutes
	Update status of application at the database	10 minutes
<b>II. Conduct of CEPT</b>		
TWG	Prepare the CEPT Plan in coordination with the applicant	-
	Furnish NSIC with the signed CEPT plan	5 minutes
	Actual conduct of CEPT (based on TWG approved CEPT Protocol)	Vary per crop
<b>III. Evaluation and Decision on the CVR Application</b>		
TWG	Request Council Secretariat for a TWG meeting	5 minutes
	Provide Council Secretariat the Technical Working Group Crop Entries Summary Evaluation Report	After the TWG meeting
	Provide Council Secretariat Crop Entry Recommendation for each nominated crop entry	Within 20 working days
Council Secretariat	Notify the applicant of the results of TWG evaluation through: <ul style="list-style-type: none"> <li>• Written notification</li> </ul>	10 minutes



*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
 Administrative Officer V  
 Records Division

Certified True Copy


	<ul style="list-style-type: none"> <li>• Database updating</li> </ul>	
	Consolidate crop entry nominations	7 working days
	Convene the Technical Secretariat	8 working hours
Technical Secretariat	Review and recommend crop entry nominations using Crop Entry Recommendation Form	8 working hours
Council Secretariat	Notify the applicant of the results of TechSec evaluation through: <ul style="list-style-type: none"> <li>• Written notification</li> <li>• Database updating</li> </ul>	10 minutes
	Convene the Council	8 working hours
Council	Deliberate TechSec crop entry recommendations	8 working hours
	Decide on the registration of the crop entry and sign the Crop Entry Recommendation Form	30 minutes
Council Secretariat	Assign NSIC Registration Number to the approved variety	5 minutes
	Notify the applicant of the of Council's decision on the application, and the submission of the following post requirements (for approved applications): <ul style="list-style-type: none"> <li>• Certificate/ proof of Planting Material Deposit</li> <li>• DNA profile (if applicable)</li> </ul>	10 minutes
	Update status of application at the database	10 minutes
	Prepare the Certificate of Registration	15 minutes
	Issue Order of Payment for the Certificate Issuance Fee	5 minutes
	Record OR number for the payment of Certificate Issuance Fee and receive Certificate of Plant Material Deposit	5 minutes
	Release certificate to the applicant	5 minutes
	Keep copy of the certificate with stamped proof of receipt	5 minutes
<b>IV. Crop Variety to NSIC Database</b>		
Council Secretariat	Update NSIC Variety Database	8 hours



  
**CONCHITA C. BROSAS**  
 Administrative Officer V  
 Records Division

Certified True Copy

**Annex 4**

	BUREAU OF PLANT INDUSTRY National Seed Industry Council <b>Crop Variety Registration</b>	BPI-NSIC Form No.	:	05
	<b>CROP ENTRY RECOMMENDATION FORM</b>	Revision	:	0
		Effectivity	:	
		Page	:	Page of

Application No. : \_\_\_\_\_  
 Applicant : \_\_\_\_\_  
 Application date : \_\_\_\_\_

<b>Crop Entry General Information</b> <i>(Kindly fill-out applicable fields)</i>			
Crop	:	_____	Type : _____
Scientific name	:	_____	Proposed variety name : _____
Line name	:	_____	Other names : _____
Pedigree	:	_____	Applied domain : _____
Propagation method	:	_____	


Breeding Team					
	Name	Institution		Name	Institution
1	_____	_____	5	_____	_____
2	_____	_____	6	_____	_____
3	_____	_____	7	_____	_____
4	_____	_____	8	_____	_____

<b>Technical Working Group Evaluation</b>	
<i>Crop Entry Performance Test</i>	
Method	( ) NCT ( ) Non-NCT
<i>Major Reasons for Recommending as per CEPT Results</i>	
Yield	_____
Reaction to insect pest and diseases	_____
Other outstanding characteristics	_____
<i>Recommendation domain</i>	_____
<i>Planting materials to be maintained and supplied by</i>	_____
<i>Planting materials available</i>	_____

  
**CONCHITA C. BROSAS**  
 Administrative Officer V  
 Records Division

Certified True Copy



	<b>BUREAU OF PLANT INDUSTRY</b> <b>National Seed Industry Council</b> <b>Crop Variety Registration</b> <b>CROP ENTRY RECOMMENDATION FORM</b>	BPI-NSIC Form No.	:	05
		Revision	:	0
		Effectivity	:	
		Page	:	Page of

Attachments:

1. Varietal characteristics as per CEPT results
2. Evaluation sheets (for ornamentals, fruits and plantation crops)
3. Photographs

After thorough evaluation by the \_\_\_\_\_ Technical Working Group during the meeting held last \_\_\_\_\_ at \_\_\_\_\_, the above-mentioned application is hereby nominated to Technical Secretariat's evaluation:

Date: \_\_\_\_\_


\_\_\_\_\_  
TWG Chair

\_\_\_\_\_  
TWG Coordinator



*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
 Administrative Officer V  
 Records Division

Certified True Copy

	<b>BUREAU OF PLANT INDUSTRY</b> <b>National Seed Industry Council</b> <b>Crop Variety Registration</b>  <b>CROP ENTRY RECOMMENDATION FORM</b>	BPI-NSIC Form No.	:	05
		Revision	:	0
		Effectivity	:	
		Page	:	Page of

**I. Technical Secretariat Evaluation**

After thorough evaluation by the Technical Secretariat during the meeting held last \_\_\_\_\_ at \_\_\_\_\_, the above-mentioned application is hereby:

- Recommended for Council's approval
- Denied Reason \_\_\_\_\_
- Deferred Reason \_\_\_\_\_
- Compliance period \_\_\_\_\_


Date: \_\_\_\_\_

	<hr/> <b>Chair</b>	
<hr/> <b>Member</b>	<hr/> <b>Member</b>	<hr/> <b>Member</b>
<hr/> <b>Member</b>	<hr/> <b>Member</b>	<hr/> <b>Member</b>
<hr/> <b>Member</b>	<hr/> <b>Member</b>	<hr/> <b>Member</b>
<hr/> <b>Member</b>	<hr/> <b>Member</b>	<hr/> <b>Member</b>



  
**CONCHITA C. BROSAS**  
 Administrative Officer V  
 Records Division

Certified True Copy

	BUREAU OF PLANT INDUSTRY National Seed Industry Council <b>Crop Variety Registration</b>		BPI-NSIC Form No.	:	05
	<b>CROP ENTRY RECOMMENDATION FORM</b>		Revision	:	0
			Effectivity	:	
			Page	:	Page of

**II. Council Evaluation**

After thorough evaluation by the National Seed Industry Council during the meeting held last \_\_\_\_\_ at \_\_\_\_\_, the above-mentioned application is hereby:

Approved  
as

(Variety Name)

(Recommendation domain, if applicable)

Denied

Reason \_\_\_\_\_

Deferred

Reason \_\_\_\_\_

Compliance period \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director, NSIC

APPROVED:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, NSIC

Members:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



*CHM*  
**CONCHITA C. BROSAS**  
 Administrative Officer V  
 Records Division

Certified True Copy



Republic of the Philippines  
Department of Agriculture  
**BUREAU OF PLANT INDUSTRY**  
National Seed Industry Council



# **CERTIFICATE OF REGISTRATION**

issued to

**'Tubigan 75'**  
**Rice**  
**(*Oryza sativa* L.)**

*(Variety's key  
character photo)*

Developed/Owned by **Philippine Rice Research Institute**

**Registration Number:**  
**NSIC 2019 Rc 245**

has complied with the requirements of the NSIC pursuant to

**Republic Act 7308 of 1992** also known as the **Seed Industry Development Act** and other pertinent Laws, Rules and Regulations of the Philippines.

Scope of Registration: *(recommendation domain)*

Issued On: *(registration approval date)*

**Breeding Team: (if applicable)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*(barcode)*

\_\_\_\_\_  
Executive Director

*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
Administrative Officer V  
Records Division

Certified True Copy

**Annex 6**

**CERTIFICATE OF PLANT MATERIAL DEPOSIT**

This is to certify that the (GERMPLASM NAME) located at (ADDRESS) has received planting materials of the National Seed Industry Council (NSIC) registered variety detailed below, in compliance with the DA Department Circular No. \_\_ series of 2020 re *Guidelines on Crop Variety Registration* requirements for safekeeping purposes only:

Crop:	
Scientific Name:	
Variety Name:	
Commercial Name and Other Names (if applicable):	
NSIC Registration Number:	
Owner:	
Date Deposited:	
Material Deposited (seed/propagule/etc.):	
Quantity Deposited (pcs/kg/other units):	

ATTESTED:

Depositor's Signature over Printed Name

Germplasm Representative's Signature over Printed Name



*Conchita C. Brosas*  
CONCHITA C. BROSAS  
Administrative Officer V  
Records Division

Certified True Copy

**Annex 7. NSIC-PVPO Crop Code of Nomenclature**

<b>Crop</b>	<b>Code</b>
<b>Corn</b>	Cn
<b>Fiber</b>	
Abaca	Mt
Cotton	Ct
<b>Fruits</b>	
Abiu	Ab
Avocado	Av
Bignay	Bg
Bread fruit	Bf
Caimito	Ca
Camachile	Cm
Cashew	Cs
Chico (Sapodilla)	Sd
Durian	Dr
Gov. Plum (Bitungol)	GP
Guava	Gv
Jackfruit	Jf
Jambolan (Duhat)	Ja
Lanzones	Ln
Mabolo	Ml
Mango	Mn
Mangosteen	Ms
Marang	Mr
Navel orange	On
Papaya	Pp
Pili	Pl
Pummelo	Pm
Rambutan	Rm
Santol	Sn
Satsuma Mandarin	Md
Soursoup	Ss
Sugarapple	Sa
Sweet orange	SO
Tamarind	Tr
<b>Legumes</b>	
Chickpea	Ck
Mungbean	Mg
Peanut	Pn
Pigeonpea	PP
Soybean	Sy

<b>Crop</b>	<b>Code</b>
<b>Ornamentals</b>	Or
<b>Plantation</b>	
Cacao	Cc
Coffee	Cf
Coffee arabica	Cf-A
Coffee hybrid	Cf-H
Coffee liberica	Cf-L
Coffee robusta	Cf-R
Mulberry	Mb
Rubber	Rb
<b>Coconut and Other Palm Trees</b>	
Coconut	Co
<b>Rootcrops</b>	
Cassava	Cv
Lesser Yam (Tugi)	Ly
Sweet potato	Sp
Taro	Gb
Greater yam (ubi)	Gy
Potato	Po
<b>Sorghum</b>	Sg
<b>Sugarcane</b>	Sc
<b>Tobacco</b>	Tc
<b>Vegetables</b>	
Bush sitao	BS
Bush snap bean	BSnBn
Cowpea	Cp
Eggplant	Eg
Garden pea	GP
Pole sitao	PS
Pole snap bean	PSnBn
Tomato	Tm
Squash	Sq
Garlic	Gr

  
**CONCHITA C. BROSAS**  
 Administrative Officer V  
 Records Division

Certified True Copy

**Annex 8. Required Quantity of Available Planting Materials of NSIC Registered Varieties for Submission to NSIC Designated Germplasm Depositories**

<b>Crop</b>	<b>Quantity</b>	<b>Remarks</b>
<b>Corn</b>	300 g	OPV
<b>Fiber</b>		
Abaca	2 cultures	
Cotton	600 g	
<b>Fruits</b>	20 grafted seedlings	15 for BPI; 5 for NPGRL
Papaya	30 seeds/ 20 seedlings	
<b>Legumes</b>		
Chickpea	200 g	
Mungbean	200 g	
Peanut	500 g	unshelled
Pigeonpea	200 g	
Soybean	200 g	
<b>Ornamentals</b>	1 to 3 potted	
<b>Plantation</b>		
Cacao	20 grafted seedlings	
Coffee		
Coffee arabica	20 seedlings	
Coffee hybrid	20 seedlings	
Coffee liberica	20 rooted cuttings	
Coffee robusta	20 rooted cuttings	
Mulberry	20 rooted cuttings	
Rubber	20 budded seedlings	
<b>Coconut and Other Palm Trees</b>		
Coconut	20 seedlings	
<b>Rice</b>	5 kgs	Breeder seed
<b>Rootcrops</b>		
Cassava	30 cuttings	
Lesser Yam (Tugi)	15 propagules	
Sweet potato	60 cuttings	
Taro	15 corms	



  
**CONCHITA C. BROSAS**  
 Administrative Officer V  
 Records Division

Certified True Copy



<b>Crop</b>	<b>Quantity</b>	<b>Remarks</b>
Greater yam (ubi)	15 propagules	
Potato	10-20 tubers or 5 test tubes or 3-5 bottles of tissue-cultured plantlets	
<i>Sorghum</i>	100 g	
<i>Sugarcane</i>	20 cuttings	
<i>Tobacco</i>	250 g	
<i>Vegetables</i>		
Bush sitao	200 g	
Bush snap bean	200 g	
Cowpea	200 g	
Eggplant	10 g	
Garden pea	200 g	
Pole sitao	200 g	
Pole snap bean	200 g	
Tomato	10 g	



*Conchita C. Brosas*  
**CONCHITA C. BROSAS**  
 Administrative Officer V  
 Records Division

Certified True Copy