1.0 Objective

To issue certificate of field trial completion.

2.0 Scope

This procedure starts from the receipt of the terminal report from the technology developer. review and evaluation by the concerned agencies and ends with the issuance of certificate to the technology developer.

3.0 Definition of Terms

Biosafety	Refers to the condition in which the probability of harm, injury and damage resulting from the intentional and unintentional introduction and/or use of a regulated article is within acceptable and manageable levels.
Completion report	A document required for the processing of application for certificate of field trial completion containing the results of field trial conducted.
Certificate of field trial completion	A document issued by the BPI which signifies that the field trial has been satisfactorily completed.
Field trial	Refers to any intentional introduction of a regulated article into the environment, as authorized by the Bureau of Plant Industry, wherein specific isolation and mitigating measures are imposed to restrict movement outside an approved site.

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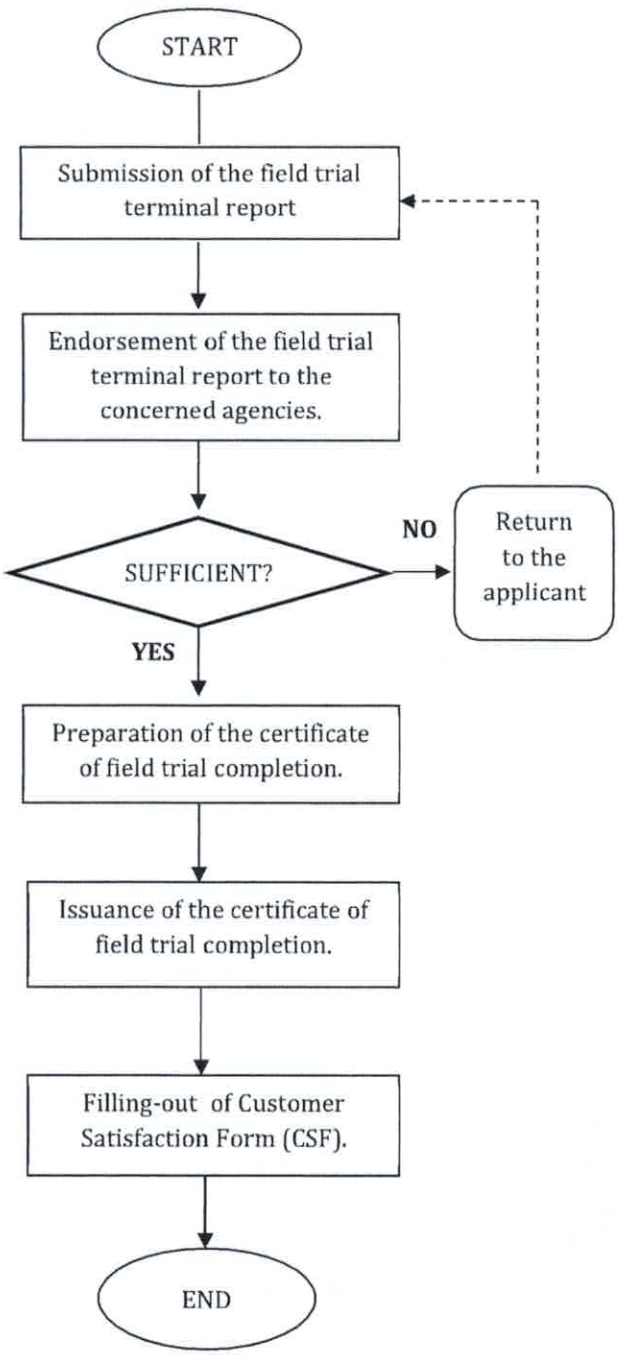
4.0 Procedure Details

FLOW	PERSON/UNIT RESPONSIBLE	DETAILS
	Applicant	The applicant shall submit a terminal report of the field trial conducted.
	Bureau of Plant Industry (BPI) - Biotechnology Office Department of Health (DOH) Department of Environment and Natural Resources (DENR) Department of Science and Technology (DOST)	BPI will provide copies of the terminal report to the concerned agencies for review.
	BPI-Biotechnology Office	BPI- Biotechnology Office shall prepare the certification for field trial completion.
	BPI Director	BPI Director shall issue the certificate of field trial completion to the applicant.
	Applicant	This form shall be issued to all applicants who will pick-up the certificate of field trial completion from the BPI Biotechnology Office. A staff will guide the applicant while filling-out the customer satisfaction form.

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5.0 Forms Used and Records Generated

Field trial completion report
Communication letters/correspondence
Certificate of field trial completion
Customer satisfaction form

6.0 References

DOST-DA-DENR-DOH-DILG Joint Department Circular No. 01, series of 2021

7.0 Effectivity

The effectivity date of this document shall be five (5) working days after the approval by the authorized signatory.

Bureau of Plant Industry
CONTROLLED COPY
DC Signature 03-24-23

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