



Republic of the Philippines  
**OFFICE OF THE SECRETARY**  
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**MEMORANDUM CIRCULAR**

No. 07  
Series of 2025

**SUBJECT: AMENDMENT TO THE MEMORANDUM CIRCULAR NO. 31, SERIES OF 2024  
“HARMONIZED GUIDELINES ON THE ESTABLISHMENT OF COMPOSTING  
FACILITY FOR BIODEGRADABLE WASTES (CFBW)”**

For more efficient implementation of the Establishment of Composting Facility for Biodegradable Wastes (CFBW), the Memorandum Circular No. 31, Series of 2024 is hereby amended.

**II. LEGAL BASES**

Paragraph 3 shall be amended as follows:

Strategy 1 of the Para sa Masaganang Bagong Pilipinas 2024 to 2027 Framework highlights the approaches to expand and improve available agri-fishery areas for increased production. Actions to be taken includes (1) optimization of available/idle land and water bodies for agri-fishery production, (2) construction and rehabilitation of irrigation facilities, (3) *improve land fertility*, and (4) ensure sustainable management of water resources.

Additional legal bases are as follows:

Republic Act 9003 or the Ecological Solid Waste Management Act of 2000 mandates a comprehensive, systematic, and ecological solid waste management. The Act also provides measures for solid waste reduction including *composting*, recycling, re-use, recovery, green charcoal process, and other before collection, treatment and disposal in appropriate and environmentally-sound solid waste management facilities in accordance with ecologically sustainable development principles.

Highlighted in the Nationally Determined Contribution (NDC) is the Philippines' commitment to projected greenhouse gas (GHG) emissions reduction and avoidance of 75% for 2020 to 2030, of which 2.71% is unconditional and 72.29% is conditional. The NDC outlines policies and measures (PAMs) to reduce or avoid emissions in five sectors: *agriculture*, waste, industry, transport, and energy.

Supported by these legal frameworks, composting is a crucial strategy for sustainable waste management and soil health rejuvenation. Through efficient biodegradable waste management, composting contributes to the reduction of GHG emissions while improving soil health conditions.



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## V. ELIGIBLE RECIPIENTS

Section V of Memorandum Circular No. 31, series of 2024 is hereby revoked and shall be read as follows:

The following entities are eligible to be considered as candidate recipients under any funding source:

1. **Government-registered Civil Society Organizations (CSOs)**, including Farmer Cooperative Associations (FCAs) / Irrigators Associations (IAs) / Urban/Rural-based Organizations (U/RBO) / Non-Government Organizations (NGOs) / People Organizations (POs) / Indigenous Peoples Organization (IPOs). This includes, but is not limited to, the following:
  - a. Advocates of organic farming with priority to Participatory Guarantee Groups (PGS);
  - b. Organized clusters who are cooperatives of scaling technologies and Systems of Rice Intensification, Agro-Ecological Farming System, and Palayamanan;
  - c. Organized clusters engaged in Crop Diversification;
  - d. Organized clusters engaged Adaptive Balance Fertilization Strategy; and
  - e. Organized clusters engaged in corn/cassava production; and
  - f. Organized clusters engaged in high-value crops production.

The CSOs need not be accredited by the DA, provided that no funds shall be transferred to them, in accordance with the applicable Section on Fund Transfers to CSO of the General Provisions of the current and/or continuing General Appropriation Act (GAA).

2. **Learning Sites (LS) and Farm Schools** accredited by the Agricultural Training Institute (ATI) or Technical Education and Skills Development Authority (TESDA);
3. **Local Government Units (LGU)** implementing organic or urban agriculture or those located in the cities/municipalities producing rice, corn, cassava, high-value crops;
4. **State Universities and Colleges (SUCs), Public Schools, and Private Schools, Colleges and Universities** offering a curriculum/subject in organic agriculture, or engaged in the production and/or research on compost and/or planting materials or engaged in *Gulayan sa Paaralan Program*;
5. **DA Research Stations, attached Bureaus, Agencies, and Corporations, and other Government Agencies** engaged in the production, research and development activities related to rice, corn, cassava, high-value crops or compost.

Eligible recipients may receive more than one (1) unit of CFBW, provided that they can operate the machinery and have a consistent supply of raw materials.



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## VII. DOCUMENTARY REQUIREMENTS

Section VII of Memorandum Circular No. 31, series of 2024 is hereby revoked and shall be read as follows:

The recipient must comply with the following requirements:

1. **Letter of Intent (LOI)** addressed to the DA Regional Executive Director (RED) stating the following:
  - a. Justification or explanation for the need and the appropriateness of the facility;
    - For recipients requesting an additional unit, the LOI must include an explanation of the impact of CFBW utilization on the community and/or farming operations.
  - b. Commitment to shoulder the cost of operation and maintenance of the requested facility; and
  - c. Location of the proposed site.

For **CSOs**, (except **IPOs**), the LOI must be endorsed by the Provincial or City/Municipal Agriculturist; and

For **IPOs**, the LOI must be endorsed by the *DA Kabuhayan at Kaunlaran ng Kababayang Katutubo (4K) Program* or the National Commission on Indigenous Peoples (NCIP).

2. **Photo of Existing Shed or Proposed Design.** The shed must be at least twenty-five square meters (25 sqm);
3. **Proof of Land Ownership** for the site where the facility will be located, such as:
  - Transfer of Certificate of Title (TCT), Deed of Donation, Deed of Sale, Certificate of Stewardship, Certificate of Land Ownership Award (CLOA), Lease or Usufruct Agreement, Tax Declaration, or other legal documents evidencing conveyance.

In lieu of the Proof of Land ownership, the following may be submitted:

- a. For **DA Research Stations**, attached **Bureaus, Agencies, and Corporations**, and other **Government Agencies**: A Certification from the Head of the Office specifying the site within their premises where the facility will be located; and
- b. For **IPOs**: A Certification from the NCIP specifying the site where the facility will be positioned;



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4. **Other Documentary Requirements**, as applicable:

- a. **Sangguniang Panlalawigan/Bayan/Panglungsod Resolution or Board Resolution or its equivalent**, authorizing the Local Chief Executive (LCE)/Chairman/President/Head of the organization to enter into an agreement with the DA and appropriating the necessary budget for the operation and maintenance of the CFBW. This can be submitted prior to the delivery of CFBW;
- b. **Certified True Copy/Authenticated DA Accreditation Certificate, or Certificate of Registration** from Cooperative Development Authority (CDA), Security Exchange Commission (SEC)/ Department of Labor and Employment (DOLE) / Department of Social Welfare and Development (DSWD) / Agricultural Training Institute (ATI) / Technical Education and Skills Development Authority (TESDA), among others; and
- c. For **CSOs**, provide a profile of the organization and its members, including a list of officers and members with corresponding farm addresses and areas.

### VIII. MECHANICS OF IMPLEMENTATION

Section VIII.C.1. of Memorandum Circular No. 31, series of 2024 is hereby revoked and shall be read as follows:

#### C. Procurement, Delivery, Inspection and Acceptance

1. The authorized/delegated Procuring Entity (PE) shall conduct procurement of the CFBW in accordance with the existing government procurement laws and its Implementing Rules and Regulations (IRR).

This Memorandum Order shall take effect immediately and shall remain in force unless revoked in writing. All other provisions in Memorandum Circular No. 31, series of 2024 shall remain in full force and effect. All orders, memoranda, and other issuances inconsistent herewith shall be deemed revoked.

Done this 19<sup>th</sup> day of MARCH 2025.

  
**FRANCISCO P. TIULA LAUREL JR.**  
Secretary

