

LIVESTOCK PROGRAM

Major Programs & Projects:

A. National Animal Genetic Resources Improvement Program

1. Improve & strengthen Unified Artificial Insemination for Cattle, Carabao & Goat.
2. Strengthen the implementation of Philippine Native Animal Development Program (PNAD) for livestock & poultry adaptability, resiliency, and economically viable traits.
3. Strengthening of Multiplier Farms (MF).
4. Strengthening of LGU Artificial Breeding Center & Production Center

B. Feed based Development Program

1. Distribution of pasture grasses and other planting materials (seeds, cuttings & stalks)
2. Strengthen feed resources development program by working with SUCs and related research institutions for alternative feed sources

C. Livestock based Livelihood & Enterprise Development Program

1. Provision of production and post-production technologies, facilities and inputs for smallholders.
2. Provision of Livestock-based Enterprise Module.
3. Provide access to good quality genetics from stock farms and other sources.
4. Consolidation and clustering of livestock and poultry growers into a bigger and established business module, provided with assistance to ensure efficient production and value-adding of products.
5. Assist and secure support of existing instrumentalities in initiating the development of smallholder Livestock Economic Enterprise.
6. Support and strengthen existing successful livestock enterprise models.

D. Support to Prevention & Control of Economically Important Diseases

1. Distribution of Veterinary drugs & biologics to PLGU & MLGU

E. Animal Waste Resource Management Program

1. Installation & rehabilitation of biogas digester (TPED & HDPED)

10. NATIONAL ANIMAL GENETIC RESOURCES IMPROVEMENT PROGRAM

1. Improve & strengthen Unified Artificial Insemination for Cattle, Carabao & Goat.
2. Strengthen the implementation of Philippine Native Animal Development Program (PNAD) for livestock & poultry adaptability, resiliency, and economically viable traits.
3. Strengthening of Multiplier Farms (MF).
4. Strengthening of LGU Artificial Breeding Center & Production Center

Provision of breeder animals, housing, fencing and semen to the LGU multiplier farms, Artificial Breeding Centers, production centers, Farmers' Organizations/associations and other institutions to strengthen, upgrade/infuse quality genetic material of local breeds.

Schedule of availability of Services

Monday to Friday 8:00 A.M. – 5:00 P.M.

Schedule of Fees

No initial cash payment but the primary beneficiary will be collecting in kind payment or paying the offspring equivalent to the number of animals received to sustain the animal production program.

Office or Division:	LIVESTOCK PROGRAM	
Classification:	COMPLEX	
Type of Transaction:	G2G – Government to Government G2C – Government to Client	
Who may avail:	LGUs, registered farmers' organization/association and other relevant groups or other institutions	
CHECKLIST OF REQUIREMENT	WHERE TO SECURE	
1. Strengthening of Multiplier Farms (MF) - Letter request and project proposal including DED & POW; SB resolution & notarized MOA; land title /usufruct - at least 10 years.	Requisitioner	
2. Strengthening of LGU Artificial Breeding Center & Production Center - Letter request and project proposal including DED & POW; SB resolution & notarized MOA; land title /usufruct - at least 10 years.	Requisitioner	
3. Artificial Insemination for Cattle, Carabao & Goat - Letter request.	Requisitioner	

CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit request letter or resolution and project proposal or Letter Request (indorsed by MA-MLGU) addressed to the RED to Records Unit	Step 1.1: Received and log request, forward to Office of the RED for appropriate action		30 minutes	Records Officer Records Unit
	Log and forward letter request to Program Coordinator for action		10 minutes	Secretary Office of the RED
	Inform the requisitioner on the status of request and schedule for			Livestock Program Coordinator/ Livestock Technical Staff
	Confer with the program component coordinator for validation and site evaluation.			
2. Discuss/ guide the evaluator to the project site.	Step 2.1: Review the request and project proposal		2 hours	Livestock Program Coordinator/ Livestock Technical Staff
	Step 2.2: Conduct site/ project validation		1-3 days (site dependent)	Livestock Program Coordinator/ Livestock Technical Staff
	Step 2.3: Make validation report for RED's comments and approval		1 hour	Livestock Program Coordinator/ Livestock Technical Staff
	Step 2.4: Coordinate with the production centers that will provide the stocks, if the requested animals are available		10 minutes	Livestock Program Coordinator/ Livestock Technical Staff
3. Pick-up the animals on the agreed schedule	Step 2.5: Coordinate with the customer for the final schedule of pick-up & delivery.		1 day	Livestock Program Coordinator/ Livestock Technical Staff
TOTAL			4 days, 4 hours and 10 minutes	

11. FEED BASED DEVELOPMENT PROGRAM

1. Distribution of pasture grasses and other planting materials (seeds, cuttings & stalks)
2. Strengthen feed resources development program by working with SUCs and related research institutions for alternative feed sources

Promotion of non-traditional feeds and feeding system and more support to community-based feed mills

Schedule of availability of Services

Monday to Friday 8:00 A.M. – 5:00 P.M.

Schedule of Fees

No initial cash payment but the primary beneficiary will be collecting in kind payment or paying the offspring equivalent to the number of animals received to sustain the animal production program.

Office or Division:	LIVESTOCK PROGRAM			
Classification:	COMPLEX			
Type of Transaction:	G2G – Government to Government G2C – Government to Client			
Who may avail:	LGUs, registered farmers' organization/association and other relevant groups or other institutions			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
1. Letter Request		Requisitioner		
2. Resolution		Requisitioner		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Prepare/ submit request letter or resolution and project proposal.	Step 1.1: Confer with the program component coordinator for validation and site evaluation.		1 hour	Livestock Program Coordinator/ Livestock Technical Staff
2. Discuss/ guide the evaluator to the project site.	Step 2.1: Review the request and project proposal		2 hours	Livestock Program Coordinator/ Livestock Technical Staff
	Step 2.2: Conduct site/ project validation		1-3 days (site dependent)	Livestock Program Coordinator/ Livestock Technical Staff

	Step 2.3: Make validation report for RED's comments and approval		1 hour	Livestock Program Coordinator/ Livestock
	Step 2.4: Coordinate with the production centers that will provide the stocks, if the requested animals are available.		10 mins.	Livestock Program Coordinator/ Livestock
3. Pick-up the animals on the agreed schedule	Step 3.1: Coordinate with the customer for the final schedule of pick-up & delivery.		1 day	Livestock Program Coordinator/ Livestock
TOTAL			4 days, 4 hours and 10 minutes	

12. LIVESTOCK – BASED LIVELIHOOD & ENTERPRISE DEVELOPMENT PROGRAM

1. Provision of production and post-production technologies, facilities and inputs for smallholders.
2. Provision of Livestock-based Enterprise Module.
3. Provide access to good quality genetics from stock farms and other sources.
4. Consolidation and clustering of livestock and poultry growers into a bigger and established business module, provided with assistance to ensure efficient production and value-adding of products.
5. Assist and secure support of existing instrumentalities in initiating the development of smallholder Livestock Economic Enterprise.
6. Support and strengthen existing successful livestock enterprise models.

Establishment & operationalization of community-based livestock and poultry production and market assistance.

Schedule of availability of Services

Monday to Friday 8:00 A.M. – 5:00 P.M.

Office or Division:	LIVESTOCK PROGRAM			
Classification:	COMPLEX			
Type of Transaction:	G2G – Government to Government G2C – Government to Client			
Who may avail:	LGUs, registered farmers' organization/association and other relevant groups or other institutions			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
1. Letter Request		Requisitioner		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Prepare/ submit request letter or resolution and project proposal.	Step 1.1: Confer with the program component coordinator for validation and site evaluation.	None	1 hour	Livestock Program Coordinator/ Livestock Technical Staff
2. Discuss/ guide the evaluator to the project site.	Step 2.1: Review the request and project proposal	None	2 hours	Livestock Program Coordinator/ Livestock Technical Staff
	Step 2.2: Conduct site/ project validation		1-3 days (site dependent)	Livestock Program Coordinator/ Livestock Technical Staff

	Step 2.3: Make validation report for RED's comments and approval		1 hour	Livestock Program Coordinator/ Livestock
	Step 2.4: Coordinate with the production centers that will provide the stocks, if the requested animals are available.		10 mins.	Livestock Program Coordinator/ Livestock
3. Pick-up the animals on the agreed schedule	Step 3.1: Coordinate with the customer for the final schedule of pick-up & delivery.	None	1 day	Livestock Program Coordinator/ Livestock
TOTAL			4 days, 4 hours and 10 minutes	

13. SUPPORT TO PREVENTION & CONTROL OF ECONOMICALLY IMPORTANT DISEASES

Distribution of Veterinary drugs & biologics support to PLGU & MLGU for the prevention, control and treatment of animal diseases.

Schedule of availability of Services

Monday to Friday 8:00 A.M. – 5:00 P.M.

Office or Division:	LIVESTOCK PROGRAM			
Classification:	HIGHLY TECHNICAL			
Type of Transaction:	G2G – Government to Government G2C – Government to Client			
Who may avail:	LGUs and walk-in clients.			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
1. Letter Request		Requisitioner		
2. Veterinary Drugs Liquidation Report		Requisitioner		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Prepare/ submit request letter or referral	Step 1.1: Confer with the program component coordinator	None	1 hour	Livestock Program Coordinator/ Livestock Technical Staff
	Step 1.2: Determine the availability of production support services		20 minutes	Livestock Program Coordinator/ Livestock Technical Staff
	Step 1.3: Prepare Purchase Request		10 minutes	Livestock Program Coordinator/ Livestock Technical Staff
	Step 1.4: Approval of Purchase Request		20 minutes	Regional Executive Director
	Step 1.5: Purchase of items		Following the number of days prescribed in RA 9184 at least 30 days	Bids & Awards Committee Procurement Unit

	Step 1.6: Awarding of Bids		15 days	Bids & Awards Committee Procurement Unit
	Step 1.7 Inspection of the drugs and biologics delivered		30 minutes	Internal Control Unit (ICU) DA-Caraga
	Step 1.8: Distribution of production support services (Drugs and Biologics) to P/M/LGU's		5 days	DA-Caraga FOD Livestock Staff
2. Distribution of Production support services by the P/M/LGU's	Step 2.1: Supervise and document the distribution of drugs & biologics	None		DA-Caraga FOD Livestock Staff/P/M/LGU's
TOTAL			50 days, 2 hours and 20 minutes	

14. ANIMAL WASTE RESOURCE MANAGEMENT PROGRAM

Installation/Rehabilitation of Biogas Digester to interested individual or groups of swine raisers to utilize the animal waste and converts it to biogas. Available biogas digester types are Tubular Polyethylene Digester (TPED) and High Density Polyethylene Digester (HPED).

The DA will provide the materials for TPED only and technical assistance for HPED. The proponent will shoulder the preparation of the trench and the stove.

Schedule of availability of Services

Monday to Friday 8:00 A.M. – 5:00 P.M.

Office or Division:	LIVESTOCK PROGRAM			
Classification:	HIGHLY TECHNIAL			
Type of Transaction:	G2G – Government to Government G2C – Government to Client			
Who may avail:	LGUs, registered farmers' organization/association and other relevant groups			
CHECKLIST OF REQUIREMENT		WHERE TO SECURE		
1. LGU Proponents - Letter Request form the Chief Executive		Requisitioner		
2. Individual or Group Proponents – Letter request & endorsement from the LGU		Requisitioner		
CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Prepare/ submit request letter or resolution and project proposal	Step 1.1: Confer with the program component coordinator for validation and site evaluation	None	1 hour	Livestock Program Coordinator/ Livestock Technical Staff
2. Discuss/ guide the evaluator to the project site	Step 2.1: Review the request and project proposal	None	2 hours	Livestock Program Coordinator/ Livestock Technical Staff
	Step 2.2: Conduct site/ project validation		1-3 days (site dependent)	Livestock Program Coordinator/ Livestock Technical Staff

	Step 2.3: Make validation report for RED's comments and approval		1 hour	Livestock Program Coordinator/ Livestock Technical Staff
3. Prepare the trench for the project	Step 3.1: If the project is feasible installation of the biogas digester	None	1-4- days (site dependent)	Livestock Program Coordinator/ Livestock Technical Staff
	Step 3.2 If not, official communication will be sent out to the customer concern notifying the status of his/her request.		1 hour	Livestock Program Coordinator/ Livestock Technical Staff
4. Install/ rehabilitate the digester on the schedule	Step 4.1: Coordinate with the customer for the final schedule of installation or rehabilitation.	None	1 day	Livestock Program Coordinator/ Livestock Technical Staff
TOTAL			8 days and 5 hours	