

ANNEX I
DOCUMENTARY REQUIREMENTS FOR APPLICATION OF LTOI

1. Duly accomplished application form;
2. Original or Certified True Copy of valid SEC/DTI/CDA Registration:
 - a. For corporations: Original or Certified True Copy of SEC Registration with General Information Sheet (GIS) and Articles of Incorporation;
 - b. For single proprietorship: Original or Certified True Copy of DTI Registration with Latest Audited Financial Statement; or
 - c. For cooperatives: Original or Certified True Copy of CDA Registration with Latest Audited Financial Statement.
3. Original or Certified True Copy of valid Mayor's/ Business Permit ;
4. Original or Certified True Copy of valid Sanitary Permit;
5. Company Profile, including officers, office and establishment location map with geotagged photos;
6. Certified True Copy of valid of BIR Registration (for importers of salt (for food/non-food grade));
7. Tax Identification Number (TIN);
8. Certified True Copy of valid Government-issued License to Operate Storage Warehouse, as applicable;
9. Lease Contract with a Storage Warehouse with a valid License to Operate, as applicable;
10. Certified True Copy of valid BOC-Accreditation Certificate;
11. Certified True Copy of valid BOC Certificate of Registration.

ANNEX II
TECHNICAL QUESTIONNAIRE TO BE FILLED-UP AS PART OF THE INITIAL
ASSESSMENT OF EQUIVALENCE AND SALT PRODUCTION REQUIREMENTS OF THE
EXPORTING COUNTRY

I. GENERAL INFORMATION

- 1 Name of Country:
- 2 Organizational Structure of the competent authority regulating their exportation of salt to other countries.
- 3 Before answering the following questions, please describe the profile of the country as regards food safety export and import management system; salt factories; suppliers of salt main processors; and yearly production
- 4 Where else do you export salt? Provide also the volume exported to each country specified. Provide also a graph for distribution by volume and percentage.
- 5 What are the types of salt in your country and what are their uses? Kindly provide details in tabular form.

I. LAWS AND REGULATIONS

- 1 What laws and regulations address the control of food safety and prevention of disease and environmental contamination of salt? Please provide the materials in English.
- 2 What laws and regulations mandate the salt establishments to be responsible for the food safety management? Please describe the requirements in detail.
- 3 What laws and regulations mandate to consider the source of salt products for food safety? Please describe the requirements in detail.
- 4 What food hygiene and safety laws and regulations mandate the labeling of salt products? Please describe the requirements in detail.

- 5 Other related laws and regulations about salt. Please describe the requirements in detail.

I. ORGANIZATION AND CONTROL

- 1 Please describe your management system to control the source and food safety salt.
- 2 Please describe what governmental agencies enforce the relevant laws and regulations. Please include organization charts for each of these agencies.
- 3 Please illustrate and describe the coordination between governmental agencies at the national, regional, provincial, or local levels.
- 4 In the field headquarters, please describe how many persons are assigned to the salt inspection programs. Please list the separate areas of responsibility and denote the number of persons in each area and organization charts for each field.
- 5 Please specify how your current system can prevent salt products from being polluted or contaminated.
- 6 Please provide the frequency of the government inspection programs.
- 7 Please describe the training requirements for your food safety inspector personnel.
- 8 Please describe the management program for salt farms, salt processing plants, and registration.
- 9 Please describe the system of recording salt farms, salt processing plants, and registration. (Kindly attached the list of your registered salt farms and processors.)
- 10 Please describe the traceability system for salt production. What are the relevant regulations and competent authority.
- 11 Please provide details on the HACCP inspection system in your country.
- 12 How does the government inspection system verify the effectiveness of process control designed by the processors to ensure salt safety.

- 13 How does the government verify the effectiveness of the inspection system?
- 14 In case of food safety incidents pertaining to salt occurred, what measures are undertaken by the authority? Please specify details.
- 15 What regulations, directives, or guidelines require establishments to control the recall, destroy or reprocess salt products?
- 16 How is traceability verified by the authority?
- 17 Please provide details on preshipment control, if there is any?

I. LABORATORY

- 1 Please list the chemical residue, pollutants and the maximum residue limits in each chemical residue.
- 2 Please describe the laws and regulations pertaining to testing, approval, and control.
- 3 Please list environmental or industrial chemicals that are potential salt contaminants in your country.
- 4 Please provide the organization chart of the agencies responsible for chemical residue programs for monitoring salt.
- 5 Is there any monitoring of salt production or harvest area? Please provide a country map where salt harvesting and production are located. Provide also other food and non-food manufacturers in the area or region where salt is produced.

Notes:

1. This is the questionnaire to be filled up by the competent authority of the exporting country.
2. The frequency of visit to the establishments of the exporting country would depend on the risk assessment that will be conducted by the competent authority of the Philippines and the initial assessment of the technical questionnaire.

**ANNEX III
STANDARDS FOR FOOD-GRADE AND NON-FOOD GRADE SALT**

FOOD-GRADE SALT				
Essential Composition and Quality Factors	Purity Requirements of food-grade salt as per R.A 8172			
	Moisture, max	4% refined salt 7% unrefined salt		
	NaCl, min	97% (dry basis)		
	Calcium and Magnesium, max	2 %		
	Water insoluble, max	0.2 %		
	Heavy metal contaminants, max			
	Arsenic	0.5 mg/kg		
	Cadmium	0.5 mg/kg		
	Lead	1.0 mg/kg (CXS 193-1995)		
	Mercury	0.1 mg/kg		
Description				
	Salt Type	Color	Texture	Foreign Matter
	Common Salt	White	Fine	N/A
	Himalayan	Pink	Coarse	N/A
NONFOOD-GRADE SALT				
Essential Composition and Quality Factors	Moisture, max	14%		
	NaCl(Chloride content), min	50%		
	Heavy metal contaminants, max			
	Arsenic	0.5 mg/kg		
	Cadmium	0.5 mg/kg		
	Lead	1.0 mg/kg (CXS 193-1995)		
	Mercury	0.1 mg/kg		
Description	These are granular crystals or fine powder commonly known as table salt. This should be white to off-white color and should have no characteristic odor. This should be free from lumps and/or foreign materials.			