#### **ONE-TIME LOCAL SHIPPING PERMIT APPLICATION FOR LIVE ANIMALS**

Eligible shipments:

- 1. Dogs and cats
- 2. Other domesticated pets (rabbits, hamster, etc)
- 3. Game fowls
- 4. Pet birds including but not limited to wild birds, non-racing pigeons, doves,
- 5. Wild animals and other Exotic pets

#### **REQUIREMENTS:**

Pls refer to DA Administrative Order No.5 s.2019 "Guidelines on the Local Transport/Shipment of Live Animals, Animal Products and By-Products"

#### STEP-BY-STEP GUIDE:

1. Type nvqsd.bai.gov.ph in the browser. You will be directed to this page.

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Home		Register 🕶	
	Welcome to the NVQSD Secure Access System!		
	This site provides the access to all data held within the National Veterinary Quarantine Services Division. Access to this site is only available to authorized users namely the NVQSD counterparts from the Department of Agriculture – Regional Field Offices (DA-RFOs) and the Local Government Units (LGUs) and NVQSD staff from the Bureau of Animal Industry (BAI).		
	Please Log In		
	Email Email Email Remember me Password	The email field required.	dis x
	Forgot your password? Not yet registered?		
	About · NVQSD		

2. To register, click Register tab and select One-Time Client Registration

C 🔒 nvqsd.bai.	gov.ph/Account/Login	~ ☆ © <b>* ⊖</b>
Home		Register - Log in
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	Please Log In Email Email Remember me Password	The email field is × required.
	Forgot your password?	? Not yet registered?
	About - NVQSD	

3. Fill up all fields. Password must contain lowercase, uppercase, special characters and minimum of 8 characters. Then click REGISTER Example. Salvadorjane3536!

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Note*: Password must contains lowercase, uppercase,	number, special characters and minin	num of 8 characters	
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Janella		Reina	
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Salvador			
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1	-	locos Norte	
Iunicipality:	В	irangay:	
Carasi	<b>•</b>	Angset	
mail Address:*	Pa	ssword:*	
janellasalvador@gmail.com			
Confirm password:*			
	Ve	ry safe	

# 4. A notification will appear on topmost page that a confirmation link was sent your email.

C nvqsd.bai.gov.ph/OneTime/ClientRegistration	아 ☆ 😇 🗯 🧲
Home	Register 🛩 Log in
onfirmation link was sent to your email. Click that link to verify your account. if you can't se sign up create new account for client	ee the link in your inbox? please check in your spam thank you.
Note*: Password must contains lowercase, uppercase, number, special characters and r	minimum of 8 characters
First Name:*	Middle Name:
Janella	Reina
Last Name:*	Ext. Name (Jr., Sr., etc):
Salvador	
Position/Occupation:*	Contact Number:*
IT	09998999999
Region:	Province:
۲	Ilocos Norte 👻
Municipality:	Barangay:
Carasi	Angset
Email Address:*	Password:*
janellasalvador@gmail.com	
Confirm password:*	*****
	Password safety

# 5. Log-in to your email and check INBOX or SPAM for email from <u>bai@nvqsd.ph</u>. Confirm your account by clicking <u>here</u>

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►	Sent		Confirm your account, Please confirm your account by clicking here.				
	Drafts		Reply Forward				

# 6. You will automatically be diverted to the NVQSD website. You will see this Account confirmation message.

NVQSD	Register <del>-</del>	Log in
Account Confirmation.		

Thank you for confirming your account.

For Security Purposes: before you can log in, your account must undergo an evaluation. this may take a short while. kindly check your email frequently for a notification of approval.

7. Go to HOME page and log-in using your given registered email address and password.

Home				
	Welcome to the NVQSD Secu This site provides the access to all data held within is only available to authorized users namely the NV Offices (DA-RFOs) and the Local Government Unit Please Log In	ure Access System! the National Veterinary Quarantine Services (VSD counterparts from the Department of Aging ts (LGUs) and NVQSD staff from the Bureau of and NVQSD staff from the Bureau of and NVQSD staff from the Bureau of the Bureau of Aging and NVQSD staff from the Bureau of the Bureau of Aging and NVQSD staff from the Bureau of the Bureau of Aging and NVQSD staff from the Bureau of the Bureau of Aging and NVQSD staff from the Bureau of the Bureau of Aging and NVQSD staff from the Bureau of the Bureau of Aging and NVQSD staff from the Bureau of the Bureau of Aging and NVQSD staff from the Bureau of aging ag	Division. Access to this site priculture – Regional Field of Animal Industry (BAI).	
	About · NVQSD			

8. Once logged-in you will view this page. To apply for shipping permit, click E-Services tab



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9. Click Apply Now under the Issuance of Local Shipping Permit Icon

		Electro Permitting, Ad	Correditation and Registration		
	Issuance of Local Shipping Permit		Issuance of Export Commodity Clearance Read More	0	Issuance of SPS Import Certificate/Veterinary Quarantine Clearance Read More
$\bigcirc$	Issuance of International Veterinary Certificate Read More	00	Accreditation of Foreign Live Animal Establishments Read More		Inspection of Veterinary Quarantine Site (pre-border) Read More
	List of Shipping Permit		Movement Report		

#### 10. Click Application Tab and select One-Time Shipping Permit

NVQSD	Home	Application -	Inspection -	My Profile					Log off
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#### 12. Instructions:

- a. The Shipment Mode is set at Single Origin and Single Destination.
- b. Under Transaction select what is applicable to your shipment:
  - Inter-regional- if shipment is from one region to another
  - Intra-regional-is shipment is within same region
  - Intra-province- if shipment is within same province
  - Inter-island- is shipment is to another island province or region
- c. The Shipper name and address is automatically selected.
- d. Input the information in the box below each item starting from the Shipment Details. The required fields are marked with \*

hipment Mode			- Transaction			
Single Origin And Single Destination	Single Origin And Multiple Destination		Inter-Regional	Intra-Regional	O Intra-Province	O Inter-Island
hipment Details	Orlgin		– Destination –		Mode of Transportati	on
hipper:*	Region:		Region:			
Janella Reina Salvador	Provincer	~	Provinces	~	Please ind	cate the registered
hipper Address:*	Flowince.	~	Frovince?	~	plate num specified a	ber of the vehicle
Angset Carasi Ilocos Norte	Municipality:		Municipalty:		specified e	
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× ×	Sender:*	~	Receiver*	~		
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SAVE SAVE						
ADD	ADD OTHER DETAILS / ATTACH	MENT				
Application List						
Application No Date Applied	Valid UntilShipper		Origin	Destination	Category	Status

- e. Under **Category**, select what is applicable to your shipment:
  - Animal Products- ex. eggs, etc.
  - Live- live animals
  - Meat (cooked)
  - Meat (fresh or frozen meat)
  - Meat (Uncooked processed meat and meat products)

					Log
Shipment Details	Origin	Region:	×	Mode of Land:	Transportation
Shipper Address:* Angset Carasi Ilocos Norte Category *: Source:	Province: V Municipality: V	Province: Municipalty:	>		Please indicate the registered plate number of the vehicle specified above
Animal Products Live Meat (Cooked) Mast (fresh or fresen meat)	ler:*	Barangay: Receiver:*	~	Air:	Please indicate the registered
Meat (Uncooked processed meat and meat p Accreditation Number:	roducts) - act Number:*	Contact Number:*			plate number of the vehicle specified above
Transport Carrier Country of Origin:				Water:	Please indicate the registered plate number of the vehicle specified above

- f. Under Purpose, select what is applicable to your shipment:
  - Commercial ex. Buy and sell, trader
  - For breeding purposes
  - For slaughter
  - Research and Training Purpose
  - Pet Animal for Companionship
  - Amusement Games
  - For fattener

Chinesent Details	Origin	Destination	Mode of Transportation
Shipper:* Janella Reina Salvador Shipper Address:* Angset Carasi Tlocos Norte Category *: Source: Live Purpose *: Product Source: Yet	Region:	Region:	Land:
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For fattener  Country of Origin:			Water: Please indicate the registered plate number of the vehicle specified above

g. Under Product Source, select what applies:

- Local
- Imported

VQSD Home Application + In:	speciion • Ny Profile		Log on
Shipment Details	Province:	Costination     Region:     Y      Province:     V      Munkipalhy:	Node of Transportation
Category *: Source:	Brangay:  Brangay:  Sender:*  Contact Number:*	Barangay: Kocelver:* Contact Number:*	Air: Air: Air: Air: Air: Air: Air: Air:
Transport Carrier Country of Origin:			Water: Please indicate the registered plate number of the vehicle specified above

### Once you select Imported, the selection for Country of Origin will appear. Select applicable.

Dumese **	Barangay:	Barangay:	
Purpose *: Product Source:	~	×	
Pet animal for col V Imported V	Sender:*	Receiver:*	Air:
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			plate number of the vehicle
Handler's/NMIS Meat Van	Contact Number:*	Contact Number:*	specified above
Accreditation Number:			
Transport Carrier			
Country of Origin:			Water:
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Afghanistan			plate number of the vehicle
Albania			specified above
Algeria			
Aigena			
American Samoa			
Andorra			
Angola			
Anguilla 👻			

h. Fill in rest of required details:

•

- Under Origin:
  - Region
    - Municipality
    - Barangay
    - Sender
    - Contact Number
  - Under Destination:
    - Region
      - Municipality
      - Barangay
      - Receiver
      - Contact Number
- Under Mode of Transportation, select applicable.
  - Land. Select vehicle type in the dropdown

Inter-Regional	Intra-Regional	Intra-Province	O Inter-Island
ination		Mode of Transportati	ion
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ngay:			Containers Reefer Van
alver*	~		Refrigerated Van

- **Air.** Input flight number in the box if available.
- **Water.** Input voyage number in the box if available.

i. Click button when finished.

- Shipment Mode			Iransaction				
Single Origin And S	Single Destination	Single Origin And Multiple Destination	Inter-Regional     O Intra-Regional	O Intra-Province O Inter-Island			
- Shipment Details		- Origin	Destination	Mode of Transportation			
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raffy B. butuhan		IV-A 🗸	NCR	Land: 🗹 Private Car			
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Pet animal for co 🗹 🛛 Lo	ocal	Sender:*	Receiver:*	Air:			
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Accreditation Number:		09776684132	09776685327				
Transport Carrier							
Country of Origin:				Water:			
				plate number of the vehicle			
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SAVE	CLUSE						

## j. Click Add Other Details/Attachment

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	Shipper Address:"	Province:	ovince:	Please indicate the registered plate number of the vehicle specified above	
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	Transport Carrier				
	Country of Origin:			Please indicate the registered plate number of the vehicle	
				specified above	
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	© 2020 - National Veterinary Quarantine Service	s Division, Bureau of Animal Industry, Elliptical Ro	d, Diliman, Quezon City, Philippines		
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- m. Under Item Description, select applicable:
  - Under Commodity:

Item Description Qu -Item Description Commodity:* Bird Cat Dog Game Fowl Rabbit Wild & Feetic	Quantity Unit Unit Uvestock Information Age Group: From To Enter range. Sex:* Gender of the animal	Sex Age Animal IE Age Unit: Select unit. Tag: Select tan type	D/Batch No. Colo No ima	r Weight	Remarks Ph
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Total number items. Unit:* Select unit.	Animal ID/Batch No.: Enter animal id/batch number. Color: Color of the animal.	Weight:          Weight:         Weight of the animal in kilo/s.	You can upload JPG, file. Maximum file size Remarks (Max. 40 cl	SIF or PNG Is 4MB.	

• Under **Sub-commodity**: example. If you select Dog, the different breeds of dogs will appear in the dropdown. Select Applicable.

					mal ID/Batch N				Phot
Item Description Commodity:* Dog v Select commodity. Subcommodity.* Affenpinscher Airedate Terrier Akita Inu Alaskan Malamute American Bully Select unit.	Livestock Informal     Age Group:     From To     Enter range.     Sex:*     Gender of the animal     Animal ID/Batch No.:     Enter animal ki/batch r     Color:     Color:     Color of the animal.	umber.	Age Uni Select ur Tag: Select ta	t: it. g type.	▼ ▼	No You can uploa file. Maximum Remarks (Ma	image Im d JPG, GIF or file size is 4M xx. 40 characta	PNG B. rs)	

- Input Quantity and click Unit. Under Unit, click Hd/s.
- n. Under Livestock Information select applicable:
  - Age group. Input age range

Age U	nit: Day/s	lipping Items	Requirem	ents				
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Tag:	Collar Tag Ear Tag	iping Items Requ	irements		
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- Input Animal ID/Batch number. •
- Input Color of the animal. •
- Input estimated weight of the animal in kilograms. •
- Upload recent photo of the animal in JPG, GIF of PNG file. Maximum file is 4MB. •

Color of the animal.

Click 🥑 to Save or 🚳 to exit or cancel. •

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o. Click Requirements Tab



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p. Click to add details

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Attach the documents

- q. To add a Document:
  - Click Document
  - Select applicable
  - Input Document Number
  - Select Date of Issuance
  - Select Date of Valid Until – Input Name of person who issued the document
  - Input PRC license number for Veterinary health Certificate
  - Upload image of the document in JPG, GIF or PNG file. Maximum file is 4MB.



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r. To add the Document in the application, click the **box** then click **Attach the Documents** 



### s. Click the SUBMIT button located beside application number

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t. A confirmation message will appear. To confirm your submission, click OK

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u. Your application is now completed when the **FOR REVIEW** appears under the STATUS. The date and time of submission is also displayed for reference. The submission of application can be done any time at the client's convenience, however, the processing of application is Monday to Friday 8:00 AM to 5:00 PM excluding weekends and holidays. From receipt of application, the maximum processing period per application is Three (3) Days.

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v. After passing the review stage, the application will automatically shift to **FOR ENDORSEMENT** status. The name of evaluator who reviewed the application will appear under Reviewed by:



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w. The application is at the final stage of evaluation when it status is FOR APPROVAL.

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x. When your application is approved. Click print button to view Shipping Permit.



#### WARNING

Issued Shipping Permits are subject to inspection and verification at BAI-VQS Quarantine Checkpoints. Any erasures/ alterations shall automatically render the document cancelled and void. Any misrepresentation in the application or submission of falsified documents shall be dealt with in accordance with Section 9 of the DA Administrative Order No. 5 s.2019 and BAI Memorandum Circular No.23 s.2020 which includes the sanctions of immediate suspension of NVQSD account and Issuance of Show Cause Order.