



Republic of the Philippines
Department of Agriculture and Natural Resources
PHILIPPINE FISHERIES COMMISSION
Manila

**FISHERIES ADMINISTRATIVE)
ORDER NO. 1, s. 1965)**

Date: September 30, 1965

SUBJECT: *Organization of the Philippine Fisheries Commission.*

I. AUTHORITY TO ORGANIZATION

Section 1. Pursuant to the second paragraph of Sec. 3, Republic Act No. 3512 entitled, "An Act Creating the Fisheries Commission, Defining its Powers, Duties and Functions and Appropriating Funds Therefor," and other pertinent laws and administrative issuances, there is hereby established the organization of the Philippine Fisheries Commission, hereafter to be known as "Commission".

II. OBJECTIVES

Sec. 2. The objectives of the Commission as declared in Sec. 1 of Republic Act No. 3512 are as follows:

1. To encourage, promote and conserve our fishing resources in order to insure steady and sufficient supply of fish and other fishery products for our increasing population; and
2. To reduce to a minimum level possible the importation of such produce so as to help stabilize the national economy.

III. MAJOR ACTIVITIES

Sec. 3. To realize its objectives, the Commission shall undertake the following major activities. These activities shall be performed in the central office or in the regional offices, or in both places to a certain extent, whichever may be practicable under the circumstances.

Fisheries Research and Technology - Study all related work on fish conservation, fisheries biology, oceanography, fishing area, fish culture, fish capture, fishery products utilization and preservation, and fish handling and fish marketing.

Fish Propagation - Study of fish nurseries, production and distribution of commercially important and appropriate fish species, and introduction of new fish for replenishment of fish-depleted areas.

Fisheries Protection - Prevention of violations of fishery laws, rules, and regulations and investigation, apprehension, and prosecution of violators of such laws, rules, and regulations with emphasis on illegal fishing.

Fisheries Regulations - Determination in accordance with the fishery laws, of the proper season, place, equipment, methods and other related matters in the catching of a specific species of fish or group of fishes and the granting of the privilege to a person to fish. It includes control in the importation and exportation of fish and miscellaneous fishery products.

Fisheries Extension. - Dissemination to fishermen and other people engaged in the fishing industry, by the most effective media, of profitable methods and techniques of fish culture, fish capture, fishery products utilization and preservation, and fish marketing.

Sec. 4. To carry out these major line activities, efficiently and economically, the following additional major activities have to be performed.

Management - Management comprises those activities of planning, organizing, staffing, directing, and controlling the major line activities and all other incidental activities such as staff and auxiliary services. For the purpose of this Order, top management shall be composed of the Office of the Commissioner, the offices of the two Deputy Commissioners, and the Advisory Committee on Fishery and Allied Matters. Middle Management shall be composed of the chiefs of divisions and regional directors. Middle management shall exercise the functions consistent with general policies and practices set by top management and higher authorities.

Staff - Staff work embraces those activities necessary to enable management to perform its functions adequately, properly and expeditiously, such as personnel, legal, budget, accounting and internal auditing. Staff work may be performed in the central office or regional offices, or in both places to a certain extent, whichever may be practicable under the circumstances.

Auxiliary Services. - Auxiliary services consist of those activities designed to facilitate the operations of line, management, and staff such as housekeeping, supply and records. They may be rendered in the central office or in the regional offices, or in both places to a certain extent, whichever may be practicable under the circumstances.

IV. STRUCTURE

Sec. 5. To execute all these major activities, an organizational structure composed of the following is framed:

A. Top Management Entities -

1. Office of the Commissioner of Fisheries
2. Office of the Deputy Commissioner for Research and Technology
3. Office of the Deputy Commissioner for Fishery Services, Information and Regulations

4. Advisory Committee on Fishery and Allied Matters

Chairman - Commissioner of Fisheries

Members - Deputy Commissioner for Research and Technology

Deputy Commissioner for Fishery Services, Information and Regulations

One from private sector engaged in fish culture

One from private sector engaged in fish processing

One from private sector engaged in allied industries.

B. Administrative Staff and Auxiliary Services Entities

5. Internal Audit Service

6. Legal Staff

7. Budget and Fiscal Division

a) Office of the Chief

b) Budget Section

c) Fiscal Section

8. *Accounting Division*

a) Office of the Chief

b) Bookkeeping Section

c) Disbursement Section

d) Revenue and Records Section

9. *Administrative Services Division*

a) Office of the Chief

b) Personnel Section

c) General Services Section

d) Property Section

C. Technical Staff

Fisheries Research and Technology and Fish Propagation Entities

10. *Estuarine Fisheries Division*

a) Office of the Chief

b) Brackishwater Culture Section

1- Dagat-dagatan Demonstration Fish Farm, Navotas, Malabon, Rizal

c) Bangus Propagation Section

1- Naujan Bangus Propagation Section, Naujan, Oriental Mindoro

2- Sabalo Hatchery, Lake Naujan. Oriental Mindoro

11. *Freshwater Fisheries Division*

a) Office of the Chief

b) Freshwater Fish Culture Section

1 - Freshwater Experimental and Demonstration Fish Farm, Tanay, Rizal

- 2 - Magsaysay Memorial Fish Nursery, Castillejos, Zambales
 - 3 - Central Freshwater Fisheries Station, Fish Farm and Training Center, Calamba, Laguna
 - 4 - Freshwater Demonstration Fish Farm Bay, Laguna
 - c) Limnological Section
 - 1- Laguna de Bay Limnological Unit
 - d) Fish Survey and Stocking Section
 - e) Water Pollution Section
12. Marine Fisheries Biology Division
- a) Office of the Chief
 - b) Biological Research Section
 - 1- Central Biological Laboratory, Dagat-dagatan, Malabon, Rizal
 - 2 - Specialized Marine Biology and Shrimps Laboratories at Paracale, Camarines Norte; Carigara, Leyte; Pangil Bay, Ozamis City and Dapa, Surigao del Norte
 - 3 - Malampaya Sound Biological Station Malampaya Sound, Palawan
 - 4 - Marine Demonstration Station Lucap, Alaminos, Pangasinan
 - c) Oceanographical Section
 - 1 - Central Oceanographical Laboratory, Dagat-dagatan, Malabon, Rizal
 - d) Exploration and Survey Section
 - e) Minor Sea Products Biology Section
 - 1 - Shrimp Culture Project, Dagat-dagatan, Malabon, Rizal
 - 2 - Turtle Islands Biology Laboratory, Turtle Islands
13. Fish and Sea Products Utilization Division
- a) Office of the Chief
 - b) Fish Processing Section
 - 1 - Fish Handling Unit
 - 2 - Traditional Fish Product Unit
 - 3 - New Products Unit
 - c) Minor Sea Products Utilization Section
 - d) Chemical and Micro-Biological Laboratory
- D. Extension Entities
14. Technological Service Division
- a) Office of the Chief
 - b) Fishing Boat and Gear Section
 - c) Preservation and Refrigeration Section
 - d) Ice Plants and Cold Storage Section
15. Deep-Sea Fishing Demonstration Division
- a) Office of the Chief
 - b) M/V Malasugui

- c) M/V Tangigi
- 16. Fisheries Information Division
 - a) Office of the Chief
 - b) Economics and Statistics Section
 - c) Market Assistance Section
 - d) Media Production Section
 - e) Public Information Section
- E. Protection and Regulation Entities
- 17. Marine Licenses Division
 - a) Office of the Chief
 - b) Fishing Boat Registration Section
 - c) Hull and Boiler Inspection Section
- 18. Fishpond and Miscellaneous Fishery Products Licenses Division
 - a) Office of the Chief
 - b) Fishpond Permit Lease Section
 - c) Miscellaneous Fishing Permit Section
- 19. Regional Offices

NO.	TERRITORIAL JURISDICTION AND HEADQUARTERS	STRUCTURE
1	Province of Ilocos Norte, Ilocos Sur, Abra, Mountain Province, La Union, Pangasinan Headquarters: <i>Dagupan City</i>	Office of the Regional Director Administrative Services Unit Licenses and Permits Section Fishery Law Enforcement Section Extension Services Unit <i>Fishery Stations:</i> 1) Freshwater Demonstration Fish Farm and Nursery, Trinidad Valley, Benguet, Mt. Province; 2) Raois Demonstration Oyster Farm, Sto. Tomas, La Union; 3) Pangasinan Demonstration Oyster Farm, Binmaley, Pangasinan; 4) Demonstration Oyster Farm, Nalvo, Sta. Maria, Ilocos Sur
2	Province of Isabela, Nueva Vizcaya, Cagayan and Batanes Headquarters: <i>Aparri, Cagayan</i>	Office of the Regional Director Administrative Services Unit Licenses and Permits Section, Extension Services Unit Three Fishery Stations: 1) Northern Luzon Demonstration Fish Farm, Claveria, Cagayan 2) Buguey Demonstration Fish Farm Buguey, Cagayan 3) San Mateo Demonstration Fish

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| | | Farm, San Mateo, Isabela |
| | | 4) Pilot Processing Plant, Sta. Ana, Cagayan |
| | | 5) Demonstration Fish Farm and Nursery, Camalaniugan, Cagayan |
| | | 6) Demonstration Fish Farm & Nursery, San Pablo, Isabela |
| 3 | Provinces of Nueva Ecija, Pampanga, Bulacan, Bataan, Rizal, Laguna, Quezon, Marinduque, Cavite, Batangas, Oriental Mindoro, & Palawan, and the cities of Manila, Caloocan, Quezon, San Pablo, Pasay, Cabanatuan, Lipa, Trece Martires, Cavite and Tagaytay
Headquarters: <i>Navotas, Rizal</i> | Office of the Regional Director
Administrative Services Unit
Fishery Stations 1) Experimental and Demonstration Fish Farm, Sta. Cruz, Laguna;
2) Experimental Nursery & Rearing Pond, Lubao, Pampanga |
| 4 | Provinces of Camarines Norte, Camarines Sur, Catanduanes, Albay, Sorsogon and Masbate and the cities of Naga and Legaspi
Headquarters: Naga City | Office of the Regional Director
Administrative Services Unit
Licenses & Permits Section
Fishery Law Enforcement Section
Extension Services Unit
1) Demonstration Fish Farm Sorsogon, Sorsogon
2) Pilot Processing Plant, Mercedes, Camarines |
| 5 | Province of Negros Occidental, Iloilo, Romblon, Aklan, Antique and Capiz and the cities of Bacolod, San Carlos, Silay and Roxas
Headquarters: Iloilo City | Office of the Regional Director
Administrative Services Unit
Licenses and Permits Section
Fishery Law Enforcement Section
Extension Services Unit
Fishery Station 1) Demonstration Farm, Molo Iloilo
2) Himamaylan Fish Nursery, Negros Occidental |
| 6 | Provinces of Negros Oriental, Cebu, Bohol, Leyte del Sur, and Samar & the cities of Toledo, Davao, Dumaguete, Calbayog, Tacloban and Ormoc
Headquarters: Cebu City | Office of the Regional Director
Administrative Services Unit
Licenses and Permits Section
Fishery Law Enforcement Section
Extension Services Unit
Fishery Station 1) Bohol Experimental Fish Farm, Calape, Bohol;
2) Fish Nursery, Leyte, Leyte;
3) Pilot Processing Plant, Carigara, Leyte;
4) Marine Fisheries Laboratory, Guiuan, Samar |
| 7 | Provinces of Misamis Occidental, Zamboanga del Norte, Lanao del Sur & Sulu and the cities of Marawi, Iligan, Ozamis and Basilan | Fishery Station
Office of the Regional Director
Administrative Services Unit
Licenses & Permits Section |

<p>Headquarters: Zamboanga City</p>	<p>Fishery Law Enforcement Section, Extension Services Unit 1) Northern Mindanao Demonstrations, Fish Farm, Lala, Lanao 2) Fish Nursery and Limnological station Lake Lanao, Lanao del Sur 3) Pilot Processing Plant, Zamboanga City</p>
<p>8 Provinces of Surigao del Norte, Surigao del Sur Bukidnon. Misamis Oriental, Agusan, Cotabato. Davao and the cities of Butuan, Cagayan de Oro, Gingoog, Cotabato and Davao Headquarters: Davao City</p>	<p>Fishery Stations: Office of the Regional Director Administrative Services Unit Licenses and Permits Section Fishery Law Enforcement Section 1) Fish Farm and Nursery, Tacorong, Cotabato 2) Pilot Processing Plant, Davao City 3) Kitcharao, Agusan Freshwater Demonstration, Fish Farm, Kitcharao, Agusan 4) Placer, Surigao del Norte Brackishwater Demonstration Fish Farm</p>

V. FUNCTIONS, DUTIES AND RESPONSIBILITIES

Sec. 6. To spell out and delineate the function, duties and responsibilities of each structural component, pinpoint responsibility for the performance of each function and prevent unnecessary duplication of functions, the following functions, duties and responsibilities are hereby assigned:

A. Top Management, Functions, Duties and Responsibilities

- 1) **Commissioner** (in addition to those mentioned in Sec. 7) -
 - a) Supervises and controls the management, development, production, occupancy, demarcation, production and utilization of national and municipal fisheries, public fishery reserves and fishery reservations.
 - b) Issue, in accordance with law, licenses and permits for removal or taking of aquatic products and to suspend or revoke the same for cause.
 - c) Carry out the provisions of RA 3512 and Act No. 4003, as amended, otherwise known as the "Fisheries Act" and all rules and regulations promulgated thereunder and all other laws pertaining to the supervision, administration and disposition of aquatic resources.
 - d) Increase and conserve the fishery resources of the Philippines by: studying the life cycle of fishes, establishing fish hatcheries, nurseries and demonstration fishponds; intensifying fish stocking in inland waters; and protecting the spawning or breeding of fishes.
 - e) Conduct studies of fishing practices and methods of fish capture, in relation to protection of aquatic resources, economical operation and prevention of waste,

and to disseminate the results and information obtained from such studies through bulletins or circulars and economic maps.

- f) Conduct demonstration services so as to acquaint the people with various methods and trends of modern fishery practices.
- g) Conduct oceanographical and limnological surveys and explore fishing areas, fishing banks, and fisheries of the Philippines as well as international waters for necessary expansion of fishing operations.
- h) Prepare and execute, upon the approval of the Secretary of Agriculture and Natural Resources, forms instructions, rules and regulations consistent with the purpose of Republic Act No. 3512 and for the development of fisheries.
- i) Make arrests personally or through his duly authorized representative in accordance with Rule one hundred nine of the Rules of Court of the Philippines.
- j) Make searches and seizures personally or through his duly authorized representative in accordance with the Rules of Court of the Philippines when the things to be seized are explosives such as blasting caps, dynamites and the like, fish equipment, tackle and other things that are subject to seizure under existing fishery laws.
- k) Administer oaths, receive affidavits, issue subpoena and take testimonies in official investigations personally or through his duly authorized representatives.
- l) Make investigations concerning the nature, organizations and resources of any or all fishery business.
- m) Render technical assistance and advisory services to fishing boat operators on the proper construction, operation, rigging, appropriate gear, equipment and other devices of fishing boats for deepsea fishing.
- n) Establish regional, city, provincial and municipal fisheries stations in the Philippines whenever necessary for extension work, in such a manner as to facilitate practical training of fishermen in the operation of modern fishing gear and devices, conduct experiments and tests related to fishing activities and the suitability and modification of foreign fisheries methods in the Philippines for commercial adoption, etc., and effectively implement the enforcement of existing fishery laws on illegal fishing.
- o) Admeasure and inspect safety devices, boilers, and fishing gear and certify to the same, whenever a loan is applied for such vessels and/or gear with other government banking and/or financing institutions. The certification in favor of the applicant which shall be a requirement for obtaining a loan, shall be issued only upon payment of a fee, the amount of which is to be determined by him which shall in no case exceed twenty pesos.
- p) Assist private persons or entities in the procurement of fishing equipment, supplies and fishing boats.
- q) Assist private parties in the proper distribution or marketing of their catch through the establishment of a central fish market, fish piers, ice plants and cold storage in strategic fishing centers of the Philippines to be determined by the Commissioner.
- r) Maintain an information service, which shall disseminate practical information and pertinent data on finding or research, studies and observations and rules and regulations promulgated by the Secretary of Agriculture and Natural Resources for the benefit of the people in the industry.

- s) Perform such other related functions, which will promote the development and exploration of deepsea fisheries in the Philippines.
 - t) Classify available swamplands according to their suitability or fitness for fishpond purposes. His certification as to the suitability or fitness of swamplands for fishpond purposes shall be a requirement for obtaining loan from the Development Bank of the Philippines or any other government banking and/or financing institutions. Such certification shall be issued upon payment of a fee in an amount to be determined by him but which shall in no case exceed twenty pesos.
 - u) Exercise all powers, functions and duties heretofore exercised by the Bureau of Customs, Philippine Navy and Philippine Constabulary over fishing vessels and fishery matters and collect personally the fees and charges on fishing vessels which are now collected by the Bureau of Customs.
- 2) **Deputy Commissioner for Research and Technology** (In addition to those mentioned in Sec. 8 and such specific authority which may be delegated from time to time). -
- a) Assist and advise the Commissioner on matters pertaining to fisheries research and technology and fish propagation activities of the Commission.
 - b) Act as Commissioner or Officer-in-Charge upon proper designation.
- 3) **Deputy Commissioner for Fishery Services, Information and Regulations.** -
- a) Assist and advise the Commissioner on matters pertaining to fisheries protection, fisheries regulations and fisheries extension activities of the Commission.
 - b) Act as Commissioner or Officer-in-Charge upon proper designation.
- 4) **Advisory Committee on Fisheries and Allied matters.**
- a) Advise the Commissioner on fishery and allied matters.
- B. *Administrative Staff and Auxiliary Functions, Duties and Responsibilities.*
- 5) **Internal Audit Service** –
- a) Ascertain the degree of reliability of accounts and statistics.
 - b) Determine the extent of which money and property are safeguarded from losses of all kinds and are properly accounted for.
 - c) Ascertain conformity of deliveries of supplies and equipment with the quality, quantity and other specifications prescribed in the requisitions.
 - d) Ascertain the extent of compliance of the Commission's operation with policies, regulations, plans and procedures as related to expenditures.
 - e) Review and appraise policies, regulations, plans and procedures relating to expenditures in the light of related data, changing circumstances and other evidences having a bearing on their effectiveness.
 - f) Analyze records relating to expenditures of the competent organizational units in terms of their adequacy, efficiency and effectiveness.
 - g) Perform other functions as may be assigned by the Commissioner.
- 6) **Legal Staff** -
- a) Assist and advise the Commissioner and other officials of the Commission on legal matters.

- b) Prepare legal papers and draft bills and amendments to laws on fisheries in consultation with official concerned.
- c) Review time legal aspects of proposed administrative orders, rules and regulations before action by the Commissioner or Deputy Commissioners, or initiate the preparation of the same in consultation with the officials concerned.
- d) Make appearances in the fiscal's office and the courts in collaboration with the Department of Justice.
- e) Assist upon request fisheries investigation in the performance of their duties and conduct special investigations as may be directed by the Commissioner.

7) **Budget and Fiscal Division –**

- a) Handle budget and fiscal activities of the Commission such as preparation of the annual budget, receipt and disbursement of funds and processing of expenses, accounts, requisitions, vouchers and other papers involving financial matters.
- b) Perform other functions as may be assigned by the Commissioner.

i) Budget Section -

1. Prepare forms, orders and circulars embodying instructions on budget preparation and control.
2. Consolidate budget requests for the Commission and develop a budget reflecting its needs and requirements.
3. Assemble, compile, and prepare supporting statements, facts, data and statistics to justify the budget, request of the Commissioner.
4. Prepare requests for obligation of allowances, financial statements and/or reports as may be required.
5. Study and analyze reports on appropriation and trend of expenditures.
6. Perform other functions as may be assigned by the Chief the Division.

ii) Fiscal Section -

1. Process expense accounts, requisitions, vouchers and other papers involving financial matters.
2. Make proper deposits and remittances to funds and perform such accounting work as may be required, not otherwise delegated by law to the Budget Commission.
3. Prepare the payroll for and pay the salaries of the officials and employees of the Commission.
4. Prepare financial statements and/or reports as may be required.
5. Perform other functions as may be assigned by the Chief of the Division.

8) **Accounting Division -**

- i) Take charge of all accounting work of the Commission, such as processing and recording of accounting transactions, preparation of monthly trial balances and other financial statements and submission of analysis and consolidation of accounts.
- ii) Perform other functions as may be assigned by the Commissioner

a) *Bookkeeping Section*

1. Handle general ledgers and all special journals.

2. Prepare trial balances, financial reports and statements other than those prepared by other sections.
3. Control allotments and appropriation of the Commission.
4. Prepare journal vouchers for transactions which cannot be recorded in any of the special journals.
5. Reconcile the Treasury Accounts Current and the PNB checking account.
6. Handle subsidiary ledgers for accounts not otherwise kept in the other sections and reconcile them with their controlling accounts.
7. Perform other functions as may be assigned by the Chief of the Account Division.

b) *Disbursement Section -*

1. Process and/or review reports of disbursements, disbursement vouchers, requisition and issue vouchers and other disbursement documents.
2. Draw and index treasury warrants or checks in case of counterpart projects.
3. Keep subsidiary ledgers for payable accounts, disbursing officer's accounts and other related accounts, and reconcile them with their respective control accounts.
4. Prepare correspondence relative to disbursements.
5. Prepare the statements of subsidiary ledger balances.
6. Receive and/or dispatch reports and correspondences.
7. Keep custody of all, accountable forms such as prenumbered bills, blank treasury warrants, etc., and prepare reports of accountability for these forms.
8. Maintain the warrants register and deliver warrants to authorized persons.
9. Take charge of the file and records of the Division.
10. Perform other functions as may be assigned by the Chief of the Division.

9) **Administrative Services Division -**

- a) Handle personnel administration, records management, property management, and provide transportation, messengerial and mail services and other auxiliary services for the Commission, except those which may be expressly assigned to the Administrative services staffs in the Regional Offices or any other entity in the Commission.
- b) Develop policies programs and procedures on administrative services for both the Central Office and the Regional Offices.

i) *Personnel Section -*

1. Initiate and maintain a personnel program consistent with civil service and other personnel laws, rules and regulations which includes in-service training of personnel, analysis of positions and qualifications of prospective and incumbent personnel, setting standards for, and processing papers relating to recruitment, appointments, transfers, reassignment and others.
2. Keep and maintain current plantilla and records of personnel of the Commission.
3. Study and recommend the proper utilization of personnel.
4. Promote employee welfare and morals and assist in developing and

improving efficiency and morale of the personnel by giving necessary information and advice on personnel needs and problems.

5. Inform employees of Civil Service rules and regulations and explain the meaning of the reasons for various personnel actions.
6. Investigate employees' irregularity, study administrative cases, prepare and submit reports and recommend actions on such cases.
7. Perform liaison work with entities of the government concerned with personnel activities.
8. Initiate and maintain an extensive personnel-training program embracing all supervisory and subordinate levels.
9. Perform other functions as may be assigned by the Chief of the Division.

b) *General Services Section -*

1. Provide facilitating office services such as janitorial, reproduction, messengerial and security service.
2. Maintain the motor pool of the Commission.
3. Maintain, secure and repair the grounds, buildings, furniture, equipment and other properties of the Commission.

c) *Property Section -*

1. Take custody of property, equipment and supplies of the Commission.
2. Procure supplies and equipment, and distribute, store or keep the same.
3. Record and register procured, distributed and stored supplies and equipment.
4. Make periodic inventories of property, equipment and supplies of the Commission, unless otherwise assigned to another official or unit.
5. Conduct studies on, and formulate and recommend measures for the most effective utilization and maintenance of property, supplies and equipment, and other facilities of the Commission.
6. Advise the Commission on the reasonableness of price of property or requisitions.
7. Perform other functions as may be assigned by the Chief of the Division.

d) *Records Section –*

1. Perform records management activities, except on personnel records.
2. Sort, dispatch, and receive correspondence and mails, and maintain a record for such purposes.
3. Perform other functions as may be assigned by the Chief of the Division.

C. *Technical Staff Functions, Duties and Responsibilities*

- a. Fisheries Research and Technology and Fish Propagation –

10. **Estuarine Fisheries Division -**

1. Develop policies, programs and procedures for undertaking studies for the promotion and improvement of fish culture practices in brackishwater such as those on bangus, oysters, mollusks, clams, crabs, shrimps and other shellfish thriving in brackishwater.
2. Develop policies, programs and procedures for complete biological studies of

the bangus to improve the bangus fisheries and to increase its productivity.

3. Develop policies, programs and procedures for management, production, maintenance and distribution of brackishwater fish stock, introduction of new brackishwater fish species, and replenishment of fish-depleted brackishwater area.
4. Develop policies, programs and procedures for undertaking studies of estuarine fishing practices and methods of estuarine fish capture in relation to production of aquatic resources, economical operation, and prevention of waste.
5. Ensure that those policies, programs and procedures on brackishwater fish, research and propagation are properly implemented.
6. Maintain a central estuarine research laboratory and training center for brackish methodology.
7. Conduct its own studies and undertake fish propagation in estuarine waters whenever practicable by reason of economy, technical difficulties, urgency, limited resources, etc.
8. Furnish the extension entities with results of its findings which may be beneficial to those engaged in the estuarine fisheries, industry and render technical assistance as may be necessary.
9. Perform other functions as may be assigned by the Deputy Commissioner for Research and Technology.

a) *Brackishwater Culture Section*

- i. Initiate studies on advanced techniques in brackishwater fish culture through research, especially for bangus, such as fishpond fertilization, artificial feeding, and stock management.
- ii. Formulate development plans for the establishment of estuarine fishpond projects.
- iii. Conduct technical surveys of estuarine areas and determine their suitability for fishpond purposes.
- iv. Determine commercial suitability of compatible species of fish for cultivation in brackishwater ponds.
- v. Study the potentiality of fry grounds as sources for fish seedlings for stocking purposes.
- vi. Provide technical guidance for the fisheries development and management of coves and lagoons.
- vii. Conduct studies on other species of estuarine fishes suitable for fish culture in estuarine areas, whenever practicable by reason of economy, technical difficulties, urgency, limited facilities. etc.
- viii. Discharge all the other responsibilities of the Division relating to brackishwater culture.
- ix. Perform other functions as may be assigned by the Chief of the Division.

b) *Bangus Propagation Section* -

- i. Perform experiments on the methods of producing bangus fry under controlled conditions.
- ii. Recommend and take charge of the establishment of bangus laboratories and their initial operations.

- iii. Conduct observation and studies on the ecological factors affecting the spawning habits of bangus in the open seas.
- iv. Discharge all the responsibilities of the Division relating to bangus propagation.
- v. Perform other functions as may be assigned by the Chief of the Division.

c) *Shellfish and Crustacean Propagation Section* -

- i. Initiate the promotion of extensive culture of oysters, snails, clams and other mollusks.
- ii. Recommend and take charge of the establishment of demonstration shellfish farms as sources of cultivable shellfish needs for distribution including their initial operations.
- iii. Render technical assistance and advice in the introduction of species of mollusks and crustaceans in inland bodies of water.
- iv. Conduct technical survey of estuarine areas and determine their availability for shellfish productions.
- v. Determine the sources of crustacean and shellfish seedlings and the methods for their cultivation, whenever practicable by reason of economy, technical difficulties, urgency, limited resources, etc.
- vi. Discharge all other responsibilities of the Division relating to shellfish and crustacean propagation.
- vii. Perform other functions as may be assigned by the Chief of the Division.

11. **Freshwater Fisheries Division** -

- i. Develop policies, programs and procedures for conducting studies for the promotion of fish culture in freshwater and for determining the best combination of compatible species or forage and carnivorous species of fish for inland water fish production.
- ii. Develop policies, programs, and procedures for undertaking biological studies of freshwater fishes to improve their characteristics and to increase their production.
- iii. Develop policies, programs, and procedures for undertaking nationwide appraisal of the kinds, extent and amounts of inland freshwater areas and resources.
- iv. Develop policies, programs and procedures for production maintenance and distribution of freshwater fish stock, introduction of new freshwater fish species and replenishment of fish-depleted freshwater areas.
- v. Develop policies, programs and procedures for studies of freshwater fishing practices and methods of freshwater capture in relation to protection of aquatic resources, economical operation, prevention of waste.
- vi. Maintain a central freshwater fisheries research laboratory and training center.
- vii. Determine policies, upon findings and research conducted in the Division, for the proper management and conservation of economically important and desirable fishery resources.
- viii. Furnish the extension entities with results of its findings which may be beneficial to those engaged in the freshwater fisheries industry and render technical assistance to the field offices and the general public.

- ix. Develop programs and ensure implementation of research or developmental activities of the Commission needed to fulfill international obligation of freshwater fisheries and resources.
- x. Ensure that these policies, programs and procedures on freshwater fisheries research and development as promulgated are properly implemented.
- xii. Conduct its own studies and propagation whenever practicable by reason of economy, technical difficulties, urgency limited resources, etc.
- xiii. Perform other functions as may be assigned by the Deputy Commissioner for Research and Technology.

a) Freshwater Fish Culture Section -

1. Initiate the promotion of the development of freshwater fish culture.
2. Recommend and take charge of the establishment of freshwater demonstration fish farms, hatcheries, and nurseries, including breeding of exotic species, and their initial operations.
3. Promote the transplanting of the indigenous and suitable exotic species in order to help bring about maximum fish production.
4. Conduct its own study on the techniques of cultivating and propagating the various species of fish suitable for freshwater fish culture, whenever practicable by reason of economy, technical difficulties, urgency, limited resources, etc.
5. Discharge all the other responsibilities of the Division relating to freshwater fish culture.
6. Perform other functions as may be assigned by the Chief of the Division.

b) Limnological Section -

1. Take charge of the establishment of a central limnological laboratory.
2. Evaluate and technically supervise limnological surveys of lakes, rivers, streams and reservoirs in order to determine the productivity of those waters so that measures to replenish them may be recommended.
3. Undertake a continuing limnological study of Laguna Lake and other inland freshwaters, whenever practicable by reason of economy, technical difficulties, urgency, limited resources, etc.
4. Collaborate with scientific institutions or scientists, both national and foreign in the conduct of limnological studies on fish and water areas.
5. Correlate, with the limnological data collected, the trends and fluctuations of the fisheries in the waters subject to limnological studies.
6. Formulate a rational program for the exploitation, development, and conservation of the fishing, resources in freshwater areas.
7. Discharge all the other responsibilities of the Division relating to limnology.
8. Perform other functions as may be assigned by the Chief of the Division.

c) Fish Survey and Stocking Section -

1. Formulate a rational program for the stocking of inland water.
2. Undertake procurement and distribution of appropriate fish stocks and seeds to suitable inland bodies of water.
3. Initiate and coordinate a nationwide stocking survey of inland waters.
4. Formulate and undertake an evaluation of the effects of fish planting as a basis

for future program along this line.

5. Discharge all other responsibilities of the Division relating to fish survey and stocking.
6. Perform other functions as may be assigned by the Chief of the Division.

d) Water Pollution Section

1. Initiate and coordinate the survey of the extent or pollution of inland waters to effectuate appropriate control measures.
2. Discharge all the other responsibilities of the Division relating to water pollution control.
3. Perform other functions as may be assigned by the Chief of the Division.

12. **Marine Fisheries Biology Division:**

- a) Develop policies, procedures and programs for studying the bionomics, distribution, behavior, biotic environment, migration, population as well as the fisheries affecting the living resources of the sea with special emphasis on the commercially important marine fisheries.
- b) Develop policies, programs and procedures on oceanographic investigations to obtain information on causes of variations in marine fisheries abundance, especially on the effects on environmental factors on the fish population.
- c) Develop policies, programs, and procedures on biological and fishery exploratory surveys to determine the character, extent, and availability of marine resources and exploration of the national as well as international waters for necessary expansion of fishing operations and necessary conservation measures appropriate for particular fisheries.
- d) Develop policies, programs and procedures for studying the biology, distribution, behavior, biotic environment, population as well as the fisheries affecting the mollusks and shellfishes and other minor sea products including reptiles and mammals.
- e) Insure that these policies, programs and procedures on marine fishery research as promulgated are properly implemented.
- f) Determine the policies based upon findings in researches conducted in the Division or elsewhere for the proper management and conservation of the commercially important marine fisheries.
- g) Program and insure implementation of research activities of the Office to fulfill international obligations in the study of the world oceans and its living resources.
- h) Maintain a central marine research laboratory and training center for marine research methodology.
- i) Maintain an ocean-going research vessel to undertake the oceanographic, biological and exploratory surveys of marine waters for the proper understanding of fisheries resources.
- j) Recommend the establishment and take charge of specialized marine research laboratories.
- k) Conduct its own studies whenever practicable by reason of economy, technical difficulties, urgency, limited resources, etc.

- l) Collate, analyze and correlate fishery data from the field, which has bearing on marine fisheries biology to maintain the resources at levels, which would allow maximum, catches year after year.
 - m) Furnish the extension divisions especially the Deepsea Fishing Demonstration Division with results of its findings, which may be beneficial to these engaged in the marine fishing industry and render technical assistance to the extension entities in the performance to their duties.
 - n) Perform other functions as may be assigned by the Deputy Commissioner for Research and Technology.
1. *Biological Research Section* -
- a) Initiate and coordinate studies on the causes of fluctuations in abundance of commercially important marine fishes.
 - b) Conduct studies on the bionomics, life habits, distribution, diseases and classification of marine fishes and other aquatic animals, whenever practicable by reason of economy, technical difficulties, urgency, limited resources, etc., to protect the resources against over-exploitation.
 - c) Initiate and coordinate studies on migration and breeding places of commercial fishes.
 - d) Initiate and coordinate the biological survey of marine fishes especially tuna, mackerels, sardines and herrings, anchovies, and ground fishes.
 - e) Discharge all the other responsibilities of the Division relating to biological research.
 - f) Perform other functions as may be assigned by the Chief of the Division.
2. *Oceanographic Section* -
- a) Initiate and coordinate the investigation of the sea to determine how the environment influences the fisheries in the commercially important fishing grounds.
 - b) Initiate and coordinate studies of fish eggs and larvae of marine species.
 - c) Conduct studies on some major physics-chemical aspects of the sea on the distribution of nutrients, plankton and benthos, and their relation to fisheries.
 - d) Describe and explain the oceanographic conditions of waters of the Philippines to contribute to the international requirements on fishery oceanography.
 - e) Conduct appropriate studies of international scope and other activities related to the study of the world oceans.
 - f) Discharge all the other responsibilities of the Division relating to oceanography.
 - g) Perform other functions as may be assigned by the Chief of the Division.
- 3) *Exploration and Survey Section* -
- a) Initiate and coordinate the exploration and survey of marine fisheries especially tuna, mackerel, sardine, and herrings, anchovies and ground fishes.
 - b) Conduct field studies on behavior of fish stocks to various gears.

- c) Recommend gears for the location, exploration and determination of new fishing grounds.
 - d) Initiate and coordinate periodic surveys of fishing grounds and recommend measures for the improvement and conservation thereof.
 - e) Render technical assistance and advisory services in the development and management of coastal fisheries.
 - f) Discharge all the other responsibilities of the Division relating to exploration and survey.
 - g) Perform other functions as may be assigned by the Chief of the Division.
- 4) *Minor Sea Products Biology Section -*
- a) Initiate and coordinate studies to be undertaken by regional and specialized laboratories and production stations on biology of principal shellfishes and other living resources of the sea.
 - b) Conduct, whenever practicable by reason of economy, technical difficulties, urgency, limited resources, etc., investigations on the bionomics, life habits, distribution, diseases and classification of principal shellfishes, crustaceans and other living resources of the sea for purposes of development, expansion and conservation of their fisheries.
 - c) Initiate and conduct behavior studies on principal marine invertebrates to enhance larvae survival through controlled breeding.
 - d) Discharge all other responsibilities of the Division relating to minor sea products biology.
 - e) Perform other functions as may be assigned by the Chief of the Division.

13. **Fish and Sea Products Utilization Division:**

- i. Develop policies, programs and procedures in conducting researches in fisheries technology to improve the fish and fisheries products utilization industry of the country, such as studies on fish handling, processing and other methods of preserving fish and fishery products, investigations on the determination of their nutritional qualities and ways of developing new fishery products for the benefit of the country.
 - ii. Explore ways for improving minor aquatic products, how they can be effectively utilized, and determine new minor products that could be developed from them.
 - iii. Extend technical assistance and advisory services to the Extension Division and other agencies on the utilization of minor aquatic products.
 - iv. Discharge all the other responsibilities of the Division relating to minor sea products utilization.
 - v. Perform other functions as may be assigned by the Chief of the Division.
- a) *Chemical and Microbiological Section -*
- 1. Conduct studies on the chemical, microbiological and nutritional aspects of fishpond fishery products utilization.
 - 2. Undertake routine and special chemical microbiological investigation of fish and fish products suspected to be poisonous, spoiled, etc.

3. Evaluate the chemical values for growth of fish and fishery products, including minor fishery products.
4. Render technical assistance and/or advisory services to public and private entities on the chemical and microbiological aspects of fish utilization.
5. Conduct microbiological analysis of fish and fishery products for quality control work.
6. Discharge all the other responsibilities of the Division relating to chemical and microbiological fishery research.
7. Perform other functions as may be assigned by the Chief of the Division.

b) Pilot Processing Plant -

1. Undertake pilot production of experimentally proven fish products.
2. Test commercial applicability of improved or newly developed fish products.
3. Prepare industrial estimates and project studies on fish utilization projects.
4. Extend advisory and technical assistance or related work on fish processing.
5. Discharge all the other responsibilities of the Division related to fish processing.

VI. PROTECTION AND REGULATION FUNCTIONS, DUTIES AND RESPONSIBILITIES

14. Marine Licenses Division:

- a) Develop policies, programs and procedures in the registration, documentation and inspection of fishing vessels of more than three gross tons and for the licensing of fishermen.
- b) Develop policies and procedures in the approval of municipal ordinances, resolutions, rules and regulations for the licensing of fishing vessels of three tons or less and review the same for action in the central office.
- c) Develop policies, programs and procedures for the admeasurement and inspection and certification of safety devices, boilers and fishing gears of all fishing vessels which are more than three tons gross.
- d) Develop policies, programs and procedures in the investigation of violations of fishing boats registration and licensing.
- e) Conduct inspection of boilers and admeasurement, inspection and certification of safety devices whenever there are no available inspectors in the regional offices and process plans for construction of fishing vessels.
- f) Insure that its policies, programs and procedures of licensing and for admeasurement, and inspection of safety devices as promulgated are properly implemented.
- g) Review applications for operation of fishing vessels of more than three tons and for fishermen's licenses for action in the central office.

- h) Perform other functions as may be assigned by the Deputy Commissioner for Fishery Services, Information and Regulations.

1) Fishing Boat Registration Section –

- a) Develop policies, programs and procedures in the registration, documentation and inspection of fishing vessels over three tons gross including the licensing of fishermen.
- b) Develop policies, programs and procedures for the approval of municipal ordinances, resolutions, rules and regulations regarding licensing of fishing vessels of three tons or less.
- c) Review rules and regulations submitted by provincial boards, municipal councils, relative to licensing of fishing vessels of three tons or less for action in the central office.
- d) Review applications for operation of fishing vessels of more than 3 tons gross including licensing of fishermen for action in the central office.
- e) Handle the development of policies, programs and procedures in the investigation of violation of fishing boat registration and licensing laws, rules and regulations.
- f) Discharge all the responsibilities of the Division relating to fishing boat registration and licensing of fishermen.
- g) Perform other functions as may be assigned by the Chief of the Division.

2) Boiler Inspection Section -

- a) Develop policies, programs and procedures for the admeasurement, inspection and certification of safety devices, boilers and fishing gear of fishing vessels above three tons gross and inclining tests for fishing vessels.
- b) Inspect boilers and admeasures, inspect and certify safety devices of fishing vessels above three tons gross whenever there are no sufficient or qualified personnel in the regional offices.
- c) Handle the development of policies, programs and procedures in the investigation of violation of fishing boat devices, boilers and gear laws, rules and regulations.
- d) Discharge all the responsibilities of the Division relating to fisheries licenses and safety devices in fishing boats.
- e) Performs other functions as may be assigned by the Chief of the Division.

15. Fishpond and Miscellaneous Fishery Products Licenses Division.

- a) Develop policies, programs and procedures relating to fishponds and miscellaneous fishery products permits, licenses, contracts, or lease agreements.
- b) Develop policies, programs and procedures in the approval of municipal ordinances, resolutions, rules, and regulations concerning miscellaneous fishery products and review the same for action in the central office.
- c) Review the processing of applications for permits and licenses involving

fishpond and miscellaneous fishery products, including cases involving conflicts, protests and adverse claims.

- d) Develop policies, programs and procedures in granting licenses for gathering miscellaneous fishery products and special permits for employment of miscellaneous fishery products technicians.
- e) Develop policies, programs and procedures and standards in regulating the importation and exportation of fish and miscellaneous fishery products.
- f) Develop policies, programs and procedures in the investigation of cases involving violations of fishery products licensing laws, rules and regulations.
- g) Ensure that its policies, programs and procedures on fishpond and miscellaneous fishery products permits and fishpond area lease agreements as promulgated are properly implemented.
- h) Perform other functions as may be assigned by the Deputy Commissioner for Fishery Services, Information and Regulations.

1. *Fishpond Permit Lease Section -*

- a. Develop policies, programs and procedures in the issuance of fishpond permits and lease of fishpond areas.
- b. Handle the reviewing of the processing of application for permits and licenses involving fishpond and miscellaneous fishery products and cases involving conflicts, pro tests and adverse claims originating from the regional offices.
- c. Handle the development of policies, programs and procedures in the investigation of violations of fishpond permit-lease laws, rules and regulations.
- d. Discharge all times other responsibilities of the division relating to fishpond permits and leases.
- e. Perform other functions as may be assigned by the Chief of the Division.

2) *Miscellaneous Fishery Products Permit Section*

- a) Handle the development of policies, programs and procedures in the issuance of permits for seaweeds, seasnakes, shells, turtles and other miscellaneous fishery products.
- b. Handle the development of policies, programs, procedures and standards in regulating the importation and exploitation of fish and miscellaneous fishery products.
- c. Handle the review of processing by the regional offices of applications for miscellaneous fishery products.
- d. Handle the development of policies, programs and procedures in the investigation of violation of miscellaneous fishery products permit laws, rules and regulations.
- e. Discharge all the other responsibilities of the Division relating to permits for miscellaneous fishery products.
- f. Perform other functions as may be assigned by the Chief of the Division.

16. Fisheries Information Division:

- a) Maintain an information service, which shall disseminate practical information and pertinent data on findings of research, studies and observations and rules and regulations promulgated by the Secretary of Agriculture and Natural Resources for the benefit of the people in the industry.
- b) Develop policies, programs procedures and schemes for the collection and analysis of statistical data in the field.
- c) Collect, collate and analyze for fisheries data for policy determination and dissemination to the public.
- d) Conduct studies on the nature, organization, operations and resources of fishery businesses and allied industries.
- e) Prepare the Commission's press releases, publications and other mass media communications and other reports as may be needed.
- f) Handle the participation of the Commission in fairs, expositions, parades, etc. and other public relations activities.
- g) Perform other functions as may be assigned by the Deputy Commissioner for Fishery Services, Information and Regulations.

1. Economics and Statistics Section –

- a) Conduct studies on the economics of the various phases of the fisheries industry.
- b) Study cost of production, distribution investments and earnings of the fisheries industries.
- c) Study the socio-economic conditions of fisheries and fishing communities.
- d) Render consultative services on fisheries labor relations and socio-economics.
- e) Compile and analyze fisheries data and statistics and review reports resulting from the collecting of fishery statistics activities.
- f) Discharge all the other responsibilities of the Division relating to fishery economics and statistics.
- g) Perform other functions as may be assigned by the Chief of the Division.

2. Market Assistance Section –

- a) Survey trends of fish and sea products.
- b) Study and recommend ways and means for improving the marketing of fish and fish products.
- c) Determine the strategic places where ice plants and cold storages should be established.
- d) Promote the organization of fishermen's cooperatives.
- e) Discharge all other responsibilities of the Division relating to fishery marketing.
- f) Perform other functions as may be assigned by the Chief of the Division.

3. *Media Productions Section –*
 - a) Undertake photographic projects of the Commission and the production of motion pictures, slides and filmstrips.
 - b) Perform the artwork phase of posters, leaflets and film, charts, and other illustration services.
 - c) Prepare layout for display materials and exhibits including showcards, credits and titles for film strips and motion pictures production.
 - d) Render duplication and reproduction services for the Commission.
 - e) Undertake binding of the Commission's reports, books, materials, magazines and other manuscripts.
 - f) Discharge all time other responsibilities of the Commission relating to media production.
 - g) Perform other functions as may be assigned by the Chief of the Division.

4. *Public Information Section –*
 - a) Publish informative materials and write manuscripts, leaflets, pamphlets, bulletins, posters, wall-newspapers, flipcharts, and activities and handle their dissemination.
 - b) Write articles and message for press releases as requested.
 - c) Perform editorial work on materials prepared by officials for the Commission for publication or press release.
 - d) Serve as referral entity for fishery information and data requested by interested parties.
 - e) Maintain a library for the Commission and outsiders interested in fishery knowledge.
 - f) Consolidate reports of entities in the Commission and prepare the Commission's annual and other accomplishment reports in consultation with the Division concerned.
 - g) Discharge all the other responsibilities of the Commission relating to public information.
 - h) Perform other functions as may be assigned by the Chief of the Division.

17. Technological Services Division:

- a) Develop policies, programs and procedures in rendering technical assistance and advisory services on the proper procurement, construction, equipping and operation of fishing boats, gear and appliances.
- b) Develop policies, programs and procedures on the proper maintenance of fishing boats, marine engines, fishing paraphernalia and fishing appliances.
- c) Maintain the boats, marine engine, gear and fishing appliances of the Commission.
- d) Develop policies, programs and procedures in assisting the public with the operation of ice plants and cold storage.
- e) Develop policies, programs and procedures in assisting and advising the private sector on the construction and maintenance of ice plants and cold storage and promote their establishment.

- f) Ensure that its policies, programs and procedures on technological services as promulgated are properly implemented.
- g) Render direct technological services whenever practicable by reason of economy, technical difficulties urgency, limited resources, etc.
- h) Perform other functions as may be assigned by the Deputy Commissioner for Fishery Services, Information and Regulations.

1) Fishing Boat and Gear Section -

- a) Handle the development of policies, programs and procedures in extending assistance and advisory services on the proper procurement, designing and equipping fishing boats, gear and fishing appliances.
- b) Extend direct technological services on fishing boat designing, equipping and operation whenever practicable by reason of economy, technical difficulties, urgency, limited resources, etc.
- c) Discharge all the other responsibilities of the Division relating to fishing boat construction, equipping and operation.
- d) Perform other functions as may be assigned by the Chief of the Division.

2) Preservation and Refrigeration Section -

- a) Develop policies, programs and plans for the construction and installation of the plants and cold storage.
- b) Develop policies, programs and procedures in rendering assistance and advice to the public on the construction and installation of ice plants and cold storage.
- c) Conduct studies on the most effective method of preserving fish from the time of catching until delivery to ice plants and cold storage on land.
- d) Discharge all the other responsibilities of the Division relating to fish preservation.
- e) Perform other functions as may be assigned by the Chief of the Division.

3) Maintenance and Repair Section -

- a) Provide repair services for fishing boats, fishing paraphernalia and other fishing devices of the Commission.
- b) Render technical advice and assistance to the public in the maintenance, construction and repair of fishing boats.
- c) Design, construct and install control fish markets, fish piers, ice plants and cold storages and laboratories in strategic fish centers in the Philippines.
- d) Discharge all other responsibilities of the Division relating to the repair and maintenance of fishing boats and fishing paraphernalia.
- e) Perform other functions as may be assigned by the Chief of the Division.

4) Ice Plants and Cold Storages -

- a) Provide the fishing industry with ice plants and cold storage in strategic places for the preservation of fish and fish products.
- b) Handle the development of policies, programs and procedures in

familiarizing the private sector with the operation, maintenance and management of ice plants and cold storages in promoting their establishment.

- c) Render direct technological services on the proper handling and preservation of fish by refrigeration whenever practicable by reason of economy, technical difficulties, urgency, limited resources, etc.
- d) Handle the development of policies, programs and procedures in educating the public on the importance of using refrigeration facilities for the preservation of fish.
- e) Discharge all other responsibilities of the Division relating to fish preservation.
- f) Perform other functions as may be assigned by the Chief of the Division.

18. Deep Sea Fishing Demonstration Division:

- a) Develop policies, programs and procedures to acquaint the people with the various methods and trend of modern fishery practices and ensure that such policies, programs and procedures as promulgated are properly implemented.
- b) Assist in the studies conducted by other divisions on the adaptability of modern fishing methods developed in foreign countries.
- c) Render technological assistance and advisory services to those engaged in the fishing industry on rigging and operation of fishing boats.
- d) Render demonstration services on modern fishing practices.
- e) Perform other functions as may be assigned by the Deputy Commissioner for Fishery Services, Information and Regulations.

19. Regional Offices:

- a) Implement the policies, programs and procedures promulgated by the Commissioner for the region.
- b) Take charge of all activities of the Commission in the region except those handled directly by the Central Office.
- c) Perform other functions as may be assigned by the Commissioner.

i) *Office of the Regional Director-*

- a) Plan, organize, direct and control the activities of the Commission in the region except those directly to be handled by the Central Office.

ii) *Administrative Services Staff -*

- a) Render staff and auxiliary services to region such as budget, legal, housekeeping, supply and records, excepting those to be handled directly by the Central Office.

iii) *Licenses and Permit Section -*

- a) Receive, process and recommend action on all applications for licenses and permits for the removal or taking of aquatic products in the region for issuance of commercial fishing boat and fisherman's licenses, and for registration of fishing boats of more than three tons owned by residents in the region.

- b) Perform other functions as may be assigned by the Regional Director.
- iv) *Fishery Law Enforcement Section*
 - a) Investigate, apprehend and prosecute as may be proper, violators of the fishery laws, rules and regulations in the region especially those concerning illegal fishing.
 - b) Prevent violators in the region of fishery laws, rules and regulations, especially those concerning illegal fishing, in coordination with the Extension Services Unit.
 - c) Ensure that fishery laws, rules and regulations especially against illegal fishing, are strictly complied with in the region.
 - d) Perform other functions as may be assigned by the Regional Director.
- v) *Extension Services Unit -*
 - a) Maintain an information service in the region which shall disseminate practical information and pertinent data on findings of research studies and observations and rules and regulations promulgated by the Secretary of Agriculture and Natural Resources for the benefit of the people in the fishing industry.
 - b) Disseminate in the region, results of studies on fishing practices and methods of fish capture in relation to protection of aquatic resources, economical operations, and prevention of waste.
 - c) Conduct demonstration services in the region so as to acquaint the people with the various methods and trends of modern fishing practices utilizing whenever practicable demonstration fish farms in the region.
 - d) Render technical assistance and advisory services to fishing boat operators in the regions on the proper construction, operation, rigging, equipment and other devices of fishing boats, for deep sea fishing.
 - e) Assist private persons or entities in the region in the procurement of fishing equipment, supplies and fishing boats.
 - f) Perform other functions as may be assigned by the Regional Director.
- vi. *Fishery Station -*
 - a) Receive application for licenses and permits and registration of fishing boats for transmission to the licenses and permits sections.
 - b) Assist the Licenses and Permits Section in the processing of application for licenses and permits and registration of fishing boats.
 - c) Collect revenues payable to the Commission.
 - d) Assist the Extension Services Unit and the Law Enforcement Section in the performance of their functions.
 - e) Perform related functions as may be assigned by the Regional Director.
- vii *Fish Farm -*
 - a) Maintain farm for fish or any other aquatic product for demonstration, research, stocking or pilot project as may be required in the region.

VI. AUTHORITY RELATIONSHIPS

Sec. 7. Commissioner. - He shall be under the immediate executive control, direction and supervision of the Secretary of Agriculture and Natural Resources, exercise general authority in all matters embraced within the jurisdiction of the Commission or relating to the operations thereof insofar as may be desirable for the efficiency of the service. He shall exercise direct supervision over the following:

1. Deputy Commissioner for Research Technology
2. Deputy Commissioner for Fishery Services, Information and Regulations
3. Internal Audit Service
4. Legal Service
5. Budget and Fiscal Section
6. Accounting Division
7. Administrative Services Division
8. Regional Offices
9. Immediate Office Staff.

Sec. 8. Deputy Commissioner for Research and Technology. - He shall exercise direct supervision over the following:

1. Estuarine Fisheries Division
2. Freshwater Fisheries Division
3. Marine Fisheries Biology Division
4. Fresh and Sea Products Utilization Division.

Sec. 9. Deputy Commissioner for Fishery Services, Information and Regulations. - He shall exercise supervision over the following:

1. Marine Licenses Division
2. Fishpond and Miscellaneous Fishery Products Licenses Division
3. Fisheries Information Division
4. Technological Services Division
5. Deepsea Fishing Demonstration Division

Sec. 10. Regional Directors. - They shall exercise direct supervision over the following entities within their respective regions:

1. Office of the Director
2. Administrative Service Staff
3. Licenses and Permits Section
4. Fishery Law Enforcement Section
5. Extension Services Unit
6. Fishery Stations
7. Fish Farms.

VII. DELEGATION OF AUTHORITY FROM THE SECRETARY

Sec. 11. In addition to the authorities granted elsewhere in this Order and pursuant to Section 2, Article II of the Reorganization Plan No. 30-A, the following authorities granted by the Secretary by virtue of Act No. 4003, as amended, are hereby delegated to the Commission of Fisheries: Provided, That the Commissioner is hereby authorized to sub-delegate any authority herein delegated to subordinate officials in the Commission in the interest of the service, furnishing the Secretary with copies of such sub-delegation to be made:

1. Provide all ordinances, rules or regulations pertaining to fishing or fisheries promulgated by provincial boards, municipal district councils, and barrio councils.
2. Issue permits for the use of poisonous or obnoxious substances in taking of fish or other aquatic animals in limited number for scientific purpose only.
3. Issue permits for the use of mechanical bombs for killing whales, crocodiles, sharks or other large dangerous fishes in taking fish, or other aquatic animals in limited numbers for scientific purposes only.
4. Issue permits in the taking of the young of certain species of fish known as ipon and other species for the protection of fry fish eggs.
5. Issue special permits for the importation into and exportation from the Philippines of any fish, mollusks, crustaceans or amphibians or other aquatic animal adult, young, or fry or fish eggs for propagation or other purposes.
6. Issue to proper parties license for fishing operation of powered vessels of more than three gross tons and sailing or rowed vessels of more than three ton gross towed or operated in connection with power-propelled vessels in time territorial waters of the Philippines.
7. Grant permits, free of charge, to any person, association, or corporation of good repute, to operate for a period of one year, fishing vessels for scientific, educational or personal purposes or for propagation.
8. Issue fisherman's license in connection with the operation of a vessel of more than three tons gross.
9. Fix by regulation the fee to be collected for fish caught and other aquatic products and assess their market value as a basic for their charges or fees thereon.
10. Issue licenses for taking marine mollusca or their shells.
11. Issue shell divers license authorizing the holder to use submarine armor in taking marine mollusca or shell thereof in Philippine waters.
12. Grant special permit to any person of good repute, authorizing the holder thereof to take marine mollusca or any kind or size for scientific, educational or personal purposes or for propagation.
13. Impose restrictions upon the number of licenses which may be issued for the taking of marine mollusca in Philippine waters or upon the number of licensees who may be allowed to operate therein.
14. Prescribe from time to time the fee to be paid for pearling boat license or scale of fee graduated according to the character of capacity of the vessels to be licensed.
15. Fix minimum sizes for the shells of any species which may be taken in Philippine waters.
16. Grant concession for the fishing, for collecting or gathering of sponges in any of the

territorial waters of the Philippines.

17. Approve the erection by the holders of sponge concessions of the necessary plant for the development and exploitation of the sponge industry.
18. Consent to the transfer to qualified persons, associations and corporations of any sponge concession or permit granted or issued.
19. Issue licenses for taking hawksbill turtle.
20. Issue special permit to any person of good repute, authorizing the holder thereof to take hawksbill turtle for scientific, educational, or personal purposes, or for propagation.
21. Impose restriction upon the number of licenses which may be issued for the taking of hawksbill turtles in Philippine waters or upon the number of licensees who may be allowed to operate therein.
22. Fix the minimum size for hawksbill turtle which may be taken in the Philippine waters.
23. Inaugurate, if in his opinion public interest requires, measures for the protection and conservation of all or any other species of turtles specified by him.
24. Issue or execute permits or lease entitling the holders thereof, for a certain stated period of time not to exceed 10 years (subject to renewal nor exceeding fifty years in all) to enter upon definite tracts of public forest land to be devoted exclusively for fishpond purposes, or to take certain fishery products or to construct fishponds within tidal mangrove or other swamps, ponds, and streams within public forest lands or proclaimed timber lands or established forest reserves, subject to the restrictions and limitations imposed by forest laws and regulations, provided that the area thereof shall not exceed 100 hectares.
25. Order or direct the removal of any construction made by fishpond lessee or permittee which would obstruct the free navigation of any streams or the banks thereof or impeded the flow and ebb of the tide to and from the interior of the swamps.
26. Approve the construction of fish corral or baclad not less than 60 meters apart of another.
27. Approve rules and regulations promulgated by a municipal council regarding the issuance to qualified applicants of licenses for the operation of fishing vessels of three tons or less.
28. Approve the operation of a fish corral not less than 60 meters of any constructed fish corral licensed by a municipality.
29. Prescribe the form and manner by which the report of the kind and quality of fish caught should be submitted by the holder of commercial fishing boat license for the purpose of gathering statistical data on fisheries and fish caught.
30. Administer commercial fisheries in such a way as to insure to the people having rights therein a continued supply of fishery products necessary for their home use.
31. Establish, equip, operate and maintain fishery farms, experiment stations and other fishery products in such places in the Philippines as may be deemed appropriate therefor and beneficial to the fishing industry.

VIII. REPEALING AND EFFECTIVITY CLAUSES

Sec. 12. All orders and other issuances or parts thereof inconsistent herewith are hereby repealed or amended, as the case may be.

Sec. 13. This Order shall take effect immediately.

(SGD.) **JOSE Y. FELICIANO**
Acting Secretary of Agriculture
and Natural Resources

RECOMMENDED BY:

(SGD.) **ARSENIO N. ROLDAN, JR.**
Acting Commissioner of Fisheries