

ANNEX D

Form 4, S800(m), CMTA

ASSESSMENT FORM
Foreign Donations under Section 800(m) of the CMTA

Date of request receipt: _____

Name of Organization: _____

Office Address: _____

License No. and Expiration Date: _____

Bill of Lading / Airway Bill No: _____ Date Released to Agency: _____

Checklist of Required Documents:

✓/ ✗	Items	Description
	Authenticated Deed of Donation from the Philippine Consular Office of the country of origin, with the accompanying certificate as to fitness of food and medicine for consumption and compliance with the country of origin's sanitary and phytosanitary standards.	
	A copy of notarized Deed of Acceptance.	
	Copy of valid and subsisting DSWD Registration , License and/or Accreditation Certificate.	
	Original of valid and subsisting DSWD Registration, License and/or Accreditation Certificate.	
	Packing list.	
	Plan of Distribution approved by the DSWD Field Office(s) that has jurisdiction over the target area for distribution.	

✓/ X	Items	Description
	In case of medicines, a certification of the Department of Health- Food and Drugs Administration (FDA) that the commodities are allowed for free distribution and use by the intended beneficiaries without the need of a prior prescription and that these are safe for human consumption.	
	Notarized distribution report on latest shipment certified correct by the concerned DSWD Field Office (s).	
	In case of relief items other than food and medicines, proof of prior agreements or approved arrangements with appropriate government agencies.	

Status of Previous Shipment:

- _____ monitored
- _____ goods already distributed.
- _____ goods not distributed, still intact.
- _____ goods are unaccounted.
- _____ not yet monitored

Recommendations:

Assessed by:

(Name and Signature of DSWD Technical Staff)

(Designation)

Noted by:

(Name and Signature of Division Chief/ Director)

(Date)