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SUBJECT: OUTLINE OF CAVE/WETLAND MANAGEMENT PLANS

Pursuant to Sections 5.1 and 11 of DENR Administrative Order No. 2003-29 "Implementing Rules and Regulations of the National Caves and Cave Resources Management and Protection Act (Republic Act No. 9072)" and Section 4 of DENR Memorandum Circular No. 2012-03 "List of Classified Caves", requiring the preparation of a cave management plan for each classified cave, and in order to promote uniformity in the format and presentation of relevant information in the management plans for caves and wetlands, the attached outline shall be followed in the preparation of said plans.

For cave or wetland that is established as protected area under the National Integrated Protected Area System (NIPAS), it shall follow the outline of the Protected Area Management Plan and to include information on cave or wetland ecosystem as specified in Items VIII to XX of this outline, as applicable.

For the implementation of ecotourism development program in caves and wetlands that are not yet established as protected areas under the NIPAS, the DENR Regional Offices are encouraged to adopt the procedure provided under DENR Administrative Order DAO No. 2013-19 on "*Guidelines on Ecotourism Planning and Management in Protected Areas*".

This Technical Bulletin is issued and circulated for the information and guidance of all concerned.

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Director

OUTLINE OF CAVE/ WETLAND MANAGEMENT PLAN

- I. Title Page
- II. Table of Contents and Annexes
- III. Foreword
- IV. Acknowledgement
- V. Executive Summary
- VI. List of Acronyms and Abbreviations
- VII. Introduction
 1. Statement of Policies (*National and International*)
 2. Historical background (*when discovered, initial exploration, how it was named*)
 3. Purpose of the Plan
 4. Links between resource use and conservation needs
 5. Present land use pattern, including adjacent areas, indicating relative location
 6. Brief description of the planning processes (*documentation to be part of the annexes*)
- VIII. Area Profile
 1. Geographic location – *should include map of area with information on coordinates, administrative/legal jurisdiction, boundaries and accessibility*
 2. Conservation measures - *Protected Area (PA), Key Biodiversity Area (KBA), Critical Habitat (CH), Indigenous peoples' / community conserved territories and areas (ICCA)*
 3. Bio-physical profile (*include spatial representations/maps*) of the following:
 - a. General topography and physiography:
 - i. Shape and dimensions (*provide a sketch map for the shape; size of the area, including minimum wet area of wetland during dry and wet season; length, width and depth of water level (if wetland)/height (if cave) for at least three sections, including tributaries (wetland)/ openings (cave))*
 - ii. Soil (*soil type, substrate type*)
 - iii. Hydrology (*surface/groundwater source, inflow/outflow, water quality, flooding/tidal regime, if applicable*)
 - iv. Climatology (*climate type, climate zone, precipitation, temperature, wind*)
 - v. Biogeography
 - b. Wetland type/ Cave classification
 - c. Flora and fauna- *economically important, rare and threatened species, seasonal/migratory species*
 - d. Geology *including geologic hazards*
 - e. Vulnerability studies
 4. Socio-cultural profile
 - a. Anthropological/ paleontological/archeological data
 - b. IKSP with emphasis on resource management
 - c. Historical
 - d. Sex disaggregated demography (*population in and around the area, migration pattern, etc.*)
 - e. Social organizations including women group
 - f. Social and institutional infrastructures reflect on map (*schools, clinics, churches, etc.*)
 - g. Settlement pattern
 - h. Built up area *including map of settlements*

5. Economic profile

- a. Land use (*include land use surrounding the cave, adjacent river basin and in the coastal zone, where applicable*)
- b. Resource use (*sex-disaggregated resource users*);
- c. Other ecosystem services of the wetland/cave (*review of the provisioning, regulating, cultural, supporting services*) - *indicate relative location*
- d. Economic activities/livelihood/enterprises (*sex-disaggregated*)
- e. Patron-client relationships
- f. Reciprocal arrangements- *agreement in which two (2) or more parties agree to share resources or perform certain action in an emergency case to achieve a common goal.*
- g. Economic infrastructures (*roads, electricity, water facility*)

6. Political profile

- a. Political set up
- b. Jurisdictional arrangements
- c. Institutional systems
- d. IP Governance , if any

IX. Legal status and regulations/framework

- a. Existing laws and regulations
- b. Administrative and executive issuances
- c. Land tenure
- d. Local Ordinances and other issuances

X. Past and Current Initiatives (*supported with maps/tables/figures; documentation of past initiatives*)

- a. Past and on-going activities (*both private and government*)
- b. Researches
- c. Implementing institutions, agencies or persons

XI. Situational Analysis (*Purposive assessment of the area*)

Reasons why cave/wetland was classified as such, significant features of the cave/wetland, status of biodiversity, flora and fauna including invasive species and habitat of concern in that cave/wetland, current status of the cave/wetland, restoration and conservation needs, potential problems, existing threats and trends, management constraints, local community interests, potential of the area, roles of LGUs and other major stakeholders, required change in legal status

XII. Scope and limitation- *should indicate data/information not available to include provisions for data gaps clustered into:*

- a. cave/wetland and environs development/management (*for the natural system*)
- b. community preparations and participation with gender concerns; visitor management and other linkages

XIII. Vision Statement – *description of the future state that the plan wants to attain*

Mission Statement – *statement of the methods, ways and means to attain the vision*

Goals - *General statement of a problem that needs to be resolved and should be attainable in 10 yrs; the desired outcome if the critical issues identified in the situational analysis are addressed.*

The following are to be considered in structuring goals:

- a. Ecological restoration*
- b. Sustainable livelihoods*
- c. Institutional development*
- d. Communication, Education, Public Awareness (CEPA)*

- XIV. Objectives - *Quantifiable presentation of the problem statement*
- XV. Management Strategies and Intervention (*include spatial representation*)
Different approaches that will integrate management activities to address issues identified in the situational analysis
- Actions such as but not limited to (*may vary from area to area*):
- a. Resource Protection and Management
 - b. Ecological Restoration
 - c. Waste Management
 - d. Sustainable Cave/Wetland Resource Use (*e.g. guano collection, NTFP*)
 - e. Sustainable Ecotourism (*with possible linkages with other tourism circuit*)
 - f. Cave/Wetland Zoning with maps and data
 - g. Visitor Safety/Management (*Risk Assessment/ Cave/Wetland Hazard Management*)
 - h. Social Marketing/IEC Campaign
 - i. Human Resources Development/Capacity Building
 - j. Livelihood Development
 - k. Research and development (*including area/species assessments*)
 - l. Local Policy
 - m. Gender and development
 - n. Vulnerability Assessment
 - o. Indigenous Peoples Concerns
- XVI. Implementation Scheme (*to specify what particular unit will be in charge of over-seeing or implementing the Cave/Wetland Plan; organization structure and functional chart*)
- XVII. Specify Legal instruments needed to adopt & implement the plan
- a. For non-PAs, resolution of Concerned LGUs (Municipal/City and Barangay level), as recommended by the RCC/PCC and approved by RED
 - b. For PAs, PAMB and RED to approve the adoption of the Cave/Wetland Management Plan
- XVIII. Monitoring and Evaluation and Feedback mechanism (*who and what to do, when to do, identify indicators to assess management effectiveness, feedback mechanism to feed in to implementation scheme*)
- XIX. Budgetary Requirements
- a. Cost of plan implementation
 - b. Fund sourcing
 - c. Financial Sustainability Mechanism
- XX. References
- XXI. Annexes
- a. Maps
 - b. Work and Financial Plan
 - c. Organizational Structure
 - d. Resolutions adopting the plan (*DENR, LGU and PAMB in the case of PAs*)
 - e. Planning process documentation

XXII. Action Plans for: (see format below)

Action plan should be updated every 3 years.

Long Term 10 year – Master Plan
Medium Term 7 year – Management Plan
Short Term 3 year – Annual Work and Financial Plan

Action Plan (*Proposed format*)

Goal:						
Issue/Concern/ Objective	Activity (Planned Actions)	Measurable Outcome	Timeframe	Responsible Agency/Person	Potential Support /Partner Organizations	Budget Estimate