

**BMB-NAPWC-01. PROCESSING AND APPROVAL OF PERMITS FOR NON-EXTRACTIVE ACTIVITIES i.e. FILMING, VIDEOTAPING, SPIRITUAL AND OTHER RECREATION ACTIVITIES: USE OF PROTECTED AREAS FOR SCIENTIFIC PURPOSES PRIOR TO THE ISSUANCE OF RESEARCH AGREEMENTS**

**PROCESS/SERVICE DESCRIPTION:**

<b>Office or Division :</b>	Ninoy Aquino Parks and Wildlife Center (NAPWC) Management Office			
<b>Classification :</b>	Simple			
<b>Type of Transaction:</b>	GTC – Government to Citizen GTB – Government to Business			
<b>Who may avail :</b>	Any interested individual or organization			
<b>CHECKLIST OF REQUIREMENT</b>		<b>WHERE TO SECURE</b>		
1. Request letter addressed to PASu		Client		
2. Payment for the permit		NAPWC Reservation Officer		
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSONS RESPONSIBLE</b>
1. Request for facility usage/ Shooting permit from NAPWC Management Office  *For thesis/academic purposes that requires collection of specimens, there is a need to secure a gratuitous permit from the DENR-NCR. This requires endorsement from the Head of the NAPWC.	1. Preparation of requested permit  2. Approval of permit	Shooting Fee Php 5,000  Entrance Fee Adults: Php 30.00 Students: Php 15.00 Foreigner: Php 100 Senior Citizen and Children below 7 years old: FREE  Parking Fee Motorcycle: Php 20 Car/SUV: Php 45 Jeep/Coaster: Php 60 Mini-Bus/Bus: Php 150	2 min.   1 min	Reservation Officer, NAPWC   Parks Operations Superintendent IV, NAPWC

3. Receives permit and official receipt	4. Issuance of Permit for use of Park Facility and Official Receipt (OR) to Requesting Individual		2 min.	Reservation Officer, NAPWC
	<b>TOTAL:</b>	<b>Pls see above fees</b>	<b>5 min</b>	

*\*Fees of are based on Published Rates of NAPWC as of 2016*

<b>Activities/Amenities/Service per DAO</b>	<b>Fees (Php)</b>
Fishing Village	2,500.00
Tea House	500.00
Amphitheater	1,350.00
Picnic Shed	500.00
Shooting Fee	5,000.00
Electricity Fee (for rented venues)	100 per hour

DENR Administrative Order (DAO) No. 2016-24 - which provides for the revised rates of fees for entrance and use of facilities and resources in protected areas