



## MEMORANDUM

FOR : **The Directors**  
Ecosystems Research and Development Bureau  
Environmental Management Bureau  
Biodiversity Management Bureau  
Land Management Bureau  
Mines and Geosciences Bureau

FROM : The OIC-Director  
Policy and Planning Service

SUBJECT : **DRAFT DENR ADMINISTRATIVE ORDER ON THE  
GUIDELINES GOVERNING THE TAPPING, EXTRACTION,  
COLLECTION AND TRANSPORT OF GUMS, RESINS, OILS  
AND EXUDATES**

DATE : 09 FEB 2021

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Forwarded herewith, for your concurrence, is the draft DAO entitled “*Guidelines Governing the Tapping, Extraction, Collection and Transport of Gums, Resins, Oils, and Exudates (GROE)*”.

The policy was drafted by the Forest Management Bureau (FMB) to provide guidelines on the tapping, extraction, collection, and transport of gums, resins, oils, and exudates found within forest lands, alienable and disposable public lands, private lands, ancestral lands/ancestral domain, national parks and protected areas.

### ***I. Salient Features of the draft DAO***

The draft policy aims to enhance the guidelines on the tapping, extraction, collection, and transport of GROE, uplift the socio-economic condition of upland communities, tenure migrants, indigenous cultural communities, owners of trees that produce GROE in private titled lands, and other stakeholders through the sustainable harvesting of GROE.

The draft DAO will also strengthen the Research and Development programs on propagation, plantation development, resin tapping, oil extraction processing and use of trees that produce GROE; and streamline procedures in the tapping, extraction, collection, and transport of GROE.

*A. Who may apply for Tapping, Extraction, and Collection Permit (TECP)*

- a.1. A Filipino citizen of legal age;
- a.2. An Individual/Sole Proprietor, Association, Corporation, Cooperative or Partnership duly registered under Philippine laws;
- a.3. Holders of valid government tenure;
- a.4. Ancestral land holder; and
- a.5. People's Organization (PO) whose members are Filipino citizens.

*B. Areas allowed for Tapping, Extraction, and Collection of GROE*

- b.1. Tenured Forest Lands;
- b.2. Alienable and Disposable Public Lands;
- b.3. Private Titled Lands;
- b.4. Ancestral Lands; and
- b.5. National Parks and Protected Areas

*C. Tapping, Extraction, Collection Permit (TECP)*

All applications with complete requirements for TECP shall be submitted at the concerned CENRO/Implementing PENRO with jurisdiction over the permitted area.

All eligible areas cited in item b for the tapping, extraction, and collection of GROE shall be required to secure this permit regardless of the quantity derived therefrom.

Tenure migrants, indigenous peoples, and forest tenure holders shall be required to update their respective development/management plans.

The concerned Regional Executive Director (RED) shall issue a TECP for the tapping, extraction, and collection of GROE.

The permit shall have a duration of five (5) years renewable for the same period, provided that the performance of the holder is satisfactory. The area covered by the permit shall be subjected to a performance evaluation as basis for renewal, by the concerned CENRO/Implementing PENRO.

Application fee amounting to Php. 3,000.00 shall be collected for the tapping, extraction and collection of GROE.

*D. Inventory of Gums, Resins, Oils, and Exudates Resources*

- A 100% inventory of trees that produce GROE shall be conducted, numbered and geo-tagged by the CENRO/Implementing PENRO.
- Trees with at least 40 cm diameter at breast height (dbh) and above shall be allowed for tapping/extraction so as not to impair the productivity and ensure the survival of the tree.

- An option is provided for the client to hire private forester to do the 100% inventory of trees but with the supervision of CENRO/Implementing PENRO concerned subject to existing rules and regulations. An inventory report, duly subscribed and sworn to by all concerned DENR personnel who were involved in the actual conduct of inventory shall be prepared.

#### *E. Tapping/ Extraction Procedure*

Tapping shall be done using the prescribed scientific method and without the use of chemicals. It is encouraged that all tappers/collectors shall undergo training on the proper procedures on tapping and extraction including the proper care and maintenance of trees.

#### *F. Transport of GROE*

The authenticated copy of the TECP shall be attached to the Certificate of Gums, Resins, Oils, and Exudates Origin (CO) which will serve as the transport documents which shall be presented at any checkpoints.

#### *G. Bases for Suspension/Cancellation/Non-Renewal of Permit*

Violations of the terms and conditions of the TECP including the following shall be the bases for suspension, cancellation or non-renewal of TECP.

- g.1. Sale or assignment of Permit;
- g.2. Tapping/Extraction of trees that produce GROE with smaller than 40 cm dbh;
- g.3. Tapping/Extracting/Collection with an expired permit;
- g.4. If mortality rate constitutes 10% of all tapped/extracted trees;
- g.5. Tapping/Extraction outside the permitted area;
- g.6. Non-submission of the report for two consecutive quarters; and
- g.7. Violation of any of the terms and conditions of the permit

## *II. Action Taken*

This policy was deliberated by the DENR-Policy Technical Working Group (PTWG) last 1 December 2020. The PTWG Secretariat incorporated the comments and recommendations of the PTWG members and referred the documents to for FMB concurrence. The proponent submitted its concurrence on the revised draft DAO in a memorandum dated 12 January 2021.

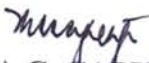
## *III. Action Requested*

Should you concur with the proposed DAO, please notify this Office in writing **on or before 12 February 2021**. Otherwise, your lack of feedback shall be considered as your

concurrence or no objection to the said proposed policy, which we shall endorse for vetting by the Undersecretaries prior to the approval by the Secretary.

Attached is the draft DAO entitled "*Guidelines Governing the Tapping, Extraction, Collection and Transport of Gums, Resins, Oils, and Exudates (GROE)*".

For your consideration and preferential action, please.

  
MELINDA C. CAPISTRANO



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**DENR Administrative Order  
No. 2021 – \_\_\_\_\_**

**SUBJECT : GUIDELINES GOVERNING THE TAPPING,  
EXTRACTION, COLLECTION AND TRANSPORT OF  
GUMS, RESINS, OILS AND EXUDATES**

Pursuant to the provisions of Presidential Decree No. 705, as amended (Revised Forestry Code of the Philippines) Series of 1975, in relation to Executive Order No. 192, Series of 1987, the Department of Environment and Natural Resources (DENR) shall be the primary agency responsible for the conservation, management, development, and proper use of the country's environment and natural resources, as well as the licensing and regulation of all natural resources, including non-timber forest products, to ensure equitable sharing of the benefits derived therefrom, consistent with Republic Act (R.A) No. 8371, Series of 1997 (The Indigenous Peoples Rights Act), Executive Order No. 263, Series of 1995 (Adopting Community-Based Forest Management as the National Strategy to Ensure the Sustainable Development of the Country's Forestland Resources and Providing Mechanisms for its Implementation), Executive Order No. 318, Series of 2004 (Promoting Sustainable Forest Management in the Philippines) and R.A No. 7586 (National Integrated Protected Areas System) as amended by R.A No. 11038 (Expanded National Integrated Protected Areas System).

**Section 1. Basic Policy** - It is the policy of the State to encourage the sustainable use of non-timber forest products to ensure the continuous supply of gums, resins, oils and exudates. Further, the State recognizes and promotes the rights of upland communities, tenure migrants, indigenous cultural communities, private titled land owners and tenure holders, within the framework of national unity and development.

**Section 2. Scope and Coverage** - This regulation shall apply to the tapping, extracting, collection and transport of gums, resins, oils, and exudates found within forest lands, alienable and disposable public lands, private titled lands, ancestral lands/ancestral domain, national parks and protected areas. The nationwide ban on the cutting of Almaciga trees shall remain in force and effect pursuant to Administrative Order No. 74 dated November 19, 1987 or the "Nationwide Ban on the Cutting of Almaciga Trees".

**Section 3. Objectives** – The objectives of this Order are the following:

- a. Enhance the guidelines on the tapping, extraction, collection and transport of gums, resins, oils, and exudates;
- b. Uplift the socio-economic condition of upland communities, tenure migrants, indigenous cultural communities, owners of trees that produce gums, resins, oils, and exudates in private titled lands, and other stakeholders through the sustainable harvesting of gums, resins, oils, and exudates;
- c. Strengthen the Research and Development programs on propagation, plantation development, resin tapping, oil extraction processing and use of trees that produce gums, resins, oils, and exudates; and
- d. Streamline procedures in the tapping, extraction, collection, and transport of gums, resins, oils, and exudates.

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**Section 4. Definition of Terms** -The terms used in this order shall be defined as follows:

- a. Alienable and Disposable Public Lands - refers to land of the public domain which have been the subject of the present system of classification and declared as not needed for forest purposes.
- b. Ancestral Lands – Refers to land occupied, possessed and utilized by individuals, families and clans who are members of the ICCs/IPs since time immemorial, by themselves or through their predecessors-in-interest, under claims of individual or traditional group ownership, continuously, to the present except when interrupted by war, force majeure or displacement by force, deceit, stealth, or as a consequence of government projects and other voluntary dealings entered into by government and private individuals/corporations, including, but not limited to, residential lots, rice terraces or paddies, private forests, swidden farms and tree lots (RA No. 8371).
- c. CENRO – Refers to the Community Environment and Natural Resources Office/Officer of the DENR
- d. Certificate of Gums, Resins, Oils, and Exudates Origin (CO) – a document issued by the concerned CENRO or implementing PENRO, to accompany the transport of gums, resins, oils, and exudates, place of loading, conveyance used, date of transport, source/point of origin and destination and consignee of the gums, resins, oils, and exudates to be transported.
- e. Collection –the method of collecting resin by causing minor damage to tree by making a hole far enough into the trunk to puncture the vacuoles
- f. Development/Management Plan – a plan prepared and submitted by a tenure holder to, and for the approval by, the Department which, among others, indicates the series of sequential or simultaneous undertakings and schedules, in developing and managing tenured areas, including harvesting and utilization of the products thereof.
- g. Exudates - Dyes, tannins and latex are other forms of exudates that can be sourced from different parts of plants and trees.
- h. Extraction– the method of extracting oils from plant materials through removal methods that are suited to the specific plant or tree part containing the oils.
- i. Forest Lands - includes the public forest, the permanent forest or forest reserves, and forest reservations
- j. Gums - plant gums are solids, consisting of mixtures of polysaccharides (carbohydrates) which are either water-soluble or absorbs water and swell up to form a gel or jelly when placed in water. They are insoluble in oils or organic solvents such as hydrocarbons, ether and alcohol.
- k. National park - refers to the lands of the public domain classified as such in the Constitution which include all areas under the NIPAS, primarily designated for the conservation of native plants and animals, their associated habitats and cultural diversity.
- l. Multiple-use zone - refers to the area where settlement, traditional and sustainable land use including agriculture, agroforestry, extraction activities, and income generating or livelihood activities, and may be allowed to the extent prescribed in the protected area management plan.

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- m. Oils - an essential oil is a concentrated hydrophobic liquid containing volatile aroma compounds from plants. Essential oils are also known as volatile oils, ethereal oils, aetherolea, or simply as the oil of the plant from which they are extracted, such as oil of cinnamon. Oils are extracted from the flowers, seeds, leaves, stems, bark, trunk and roots of various plants through: cold pressing, steam distillation or solvent extraction.
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- n. PENRO – Refers to the Provincial Environment and Natural Resources Office/Officer of the DENR
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- o. Permitted Areas – areas allowed for the tapping and collection of gums, resins, oils, and exudates issued with a Tapping, Extraction and Collection Permit.
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- p. Private Titled lands – land(s) covered by either administrative or judicial Titles such as Free Patent, Homestead and Sales Patent, and Torrens Titles obtained under the Land Registration Act (Act No. 496, as amended), or under Public Land Act (Commonwealth Act No. 141).
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- q. Protected area - refers to identified portions of land and/or water set aside by reason of their unique physical and biological diversity and protected against destructive human exploitation.
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- r. Resins – are solid or semi-solid amorphous materials that are formed in plant secretions and are insoluble in water but soluble in certain organic solvents. The substance is usually either transparent or translucent and is yellowish to brownish in color. It is composed of complex mixture of organic compounds called terpenes. Based on its major properties, resins are classified into three sub-groups: hard, soft and fluid resins. Hard resins are usually soluble in a number of organic solvents, such as alcohol, ether and hexanes, yet are insoluble in water. There are two kinds of hard resins, copals and damars. In the Philippines, only copals from *Almaciga (Agathis philippinensis)* are being harvested.
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- s. Tapping - process of extracting resin from the trunk of trees by making incisions on the bark.
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- t. Tapping, Extraction and Collection Permit (TECP) – a permit issued by the Department through its respective Regional Executive Director (RED) for the tapping, extraction and collection of gums, resins, oils, and exudates (GROE).
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- u. Tenure migrant - refers to protected area occupants who have been actually, continuously and presently occupants who have been actually, continuously and presently occupying a portion of the protected area for five (5) years before the proclamation or law establishing the same as a protected area, and are solely dependent therein for subsistence.
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- v. Tenured Forest Lands - a forest land covered by an agreement/contract or management arrangement for peaceful possession and use of such specific forest land and the resources found therein.

163 **Section 5. Eligible Applicants and Areas for Tapping, Extraction, and Collection of Gums,**  
164 **Resins, Oils, and Exudates.**

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166 **5.1 Who May Apply.** The following are qualified to apply for Tapping, Extraction and  
167 Collection Permit (TECP):

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169 i. A Filipino citizen of legal age;  
170 ii. An Individual/Sole Proprietor, Association, Corporation, Cooperative or  
171 Partnership duly registered under Philippine laws;  
172 iii. Holders of valid government tenure;  
173 iv. Ancestral land holder; and  
174 v. People's Organization (PO) whose members are Filipino citizens.

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177 **5.2 Areas Allowed for Tapping, Extraction, and Collection of GROE.**

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179 The following areas are open to gums, resins, oils, and exudates tapping/extraction:

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181 **5.2.1 Tenured forest lands.** GROE may be tapped/extracted/collected within forest  
182 lands, provided that it is covered by a tenurial instrument (i.e., CSC, CBFMA,  
183 IFMA, SIFMA), or any management arrangement. Tapping shall only be allowed  
184 when it is programmed/incorporated in the approved/affirmed  
185 development/management plan (i.e., CRMP, CDMP, FYWP) or any  
186 corresponding operational/implementation plan, duly approved by the RED  
187 concerned.

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189 **5.2.2 Alienable and disposable public lands.** Tapping, extraction, and collection shall  
190 be allowed in alienable and disposable public lands.

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192 **5.2.3 Private titled lands.** Tapping, extraction, and collection shall be allowed within  
193 private titled properties.

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195 **5.2.4 Ancestral lands.** The tapping of trees to produce gums and resins and the  
196 extraction of oils and exudates within areas covered by a Certificate of Ancestral  
197 Domain Claim (CADC), Certificate of Ancestral Domain Title (CADT) or in the  
198 case of Palawan, areas classified as Tribal Ancestral Lands pursuant to Section 11  
199 of Republic Act No. 71611 (Strategic Environmental Plan (SEP) for Palawan  
200 Act). Only members of Indigenous Peoples (IPs)/communities shall be allowed to  
201 tap/extract trees that produce gums, resins, oils, and exudates within their ancestral  
202 lands, unless otherwise, proper consent (as prescribed under the IPRA Law) has  
203 been granted by the indigenous communities to a non-member of the ethnic  
204 group.

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206 **5.2.5 National parks and protected areas** – Tapping/extraction of trees that produce  
207 GROE shall be allowed only in multiple-use zones in national parks and  
208 protected areas and only by tenure migrants, or occupants qualified for issuance of  
209 tenure.

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211 **Section 6. Tapping, Extraction, Collection Permit (TECP)**– The concerned Regional  
212 Executive Director (RED) shall issue a TECP for the tapping, extraction, and collection of  
213 GROE. (*see Annex A*).

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215 The permit shall have a duration of five (5) years renewable for the same period,  
216 provided that the performance of the holder is satisfactory. The area covered by the permit shall  
217 be subjected to a performance evaluation as basis for renewal, by the concerned  
218 CENRO/Implementing PENRO.

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220 **Section 7. Application for TECP** –All applications for TECP shall be submitted at the  
221 concerned CENRO/Implementing PENRO with jurisdiction over the permitted area.



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223 All eligible areas for the tapping, extraction, and collection of GROE shall be required to  
224 secure this permit regardless of the quantity derived therefrom. Tenure migrants, indigenous  
225 peoples, and forest tenure holders shall be required to update their respective  
226 development/management plans should they consider venturing into gums, resins, oils, and  
227 exudates production.

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229 **7.1. General Requirements** - The following documents shall be submitted by all applicants:  
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- 231 a. Filled-out application form (Annex E);  
232 b. Proof of juridical personality. If applicant is a cooperative, or an association or a  
233 company, a certified copy of the Certificate of Registration and Certificate of  
234 Good Standing from either the Cooperative Development Authority (CDA) or the  
235 Securities and Exchange Commission (SEC) and the list of current officers. If it is  
236 a corporation registered under SEC, certified copy of Certificate of Registration  
237 and Articles of Incorporation and By-Laws (specifying in the purpose and  
238 objectives, to include among others, the development and utilization of  
239 forestlands); and list of current officers and stockholders duly certified by the  
240 Board Secretary;  
241 c. Endorsement from concerned LGU (Barangay Captain if within one barangay,  
242 Municipal/City Mayor or all the Barangay Captains concerned if within one or  
243 more barangays, Provincial Governor or all Municipal/City Mayors concerned if  
244 within one or more municipalities/cities)/ Council of Elders or its equivalent of  
245 the IP community/Protected Area Management Board, whichever is applicable,  
246 interposing no objection to the tapping, extraction, and collection of GROE;  
247 d. Geo-tagged photograph of plantation/stand where GROE are  
248 tapped/extracted/collected;  
249 e. Location map showing the area being applied for; and  
250 f. Payment of application fees.

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252 **7.2. Specific Requirements** – In addition to the above requirements, the applicant  
253 whichever is applicable to the status of the area applied for, shall likewise submit any of the  
254 following:  
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- 256 a. Certified true copy of land title OCT/TCT/CADT/CADC/tenure  
257 instrument/management arrangement, whichever is applicable;  
258 b. Certified True Copy of Tax Declaration, in case of Untitled A&D land;  
259 c. Development/management plan for tenured forest lands, tenure migrants, upland  
260 communities and Ancestral Domain Sustainable Development and Protection Plan  
261 (ADS DPP) for ancestral lands covered by CADC/CADT;  
262 d. Certification Precondition (CP) to be issued by the National Commission on  
263 Indigenous Peoples (NCIP), when the trees available for tapping, extraction, and  
264 collection of GROE is/are located within ancestral lands and the applicant is not a  
265 member of the concerned IP group/community;  
266 e. A copy of proof of possession of the land (e.g., lease, mortgage, pledge, trust and  
267 the like), in case the applicant is not the registered owner of the land; and  
268 f. Clearance from the Palawan Council for Sustainable Development (PCSD), if the  
269 area is located in Palawan.

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271 Apart from the application requirements, inventory of trees that produce GROE  
272 applied for tapping/extraction/collection shall be conducted by the DENR in coordination  
273 with the applicant.  
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275 **7.3. Applicable Fees** - An application fee of P3000.00 shall be collected for the tapping,  
276 extraction and collection of GROE.  
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278 **Section 8. Inventory of Gums, Resins, Oils, and Exudates Resources** – A 100% inventory of  
279 trees that produce GROE shall be conducted, numbered and geo-tagged by the  
280 CENRO/Implementing PENRO. Only trees with at least 40 cm diameter at breast height (dbh)

281 and above shall be allowed for tapping/extraction so as not to impair the productivity and ensure  
282 the survival of the tree.

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284 An option for client to hire private forester to do the 100% inventory of trees shall be  
285 allowed with the supervision of CENRO/Implementing PENRO concerned and shall be subject  
286 to existing rules and regulations.

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288 An inventory report, duly subscribed and sworn to by all concerned DENR personnel  
289 who were involved in the actual conduct of inventory shall be prepared. It shall be supported by  
290 the original tally sheet (*see Annex C*), photographs, tree charting and other related documents.

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292 **Section 9. Tapping/Extraction Procedure** - The tapping/extraction of GROE shall be done with  
293 prescribed scientific method, without the use of chemicals to ensure the health and survival of  
294 the trees. All permittees are encouraged to have their tappers/collectors undergo training on  
295 tapping/extraction, care and maintenance of trees to be conducted by the government and/or  
296 private organizations, with extensive researches/or experience on tapping/extraction procedures  
297 of trees that produce GROE.

298 Unsustainable and destructive tapping and extraction practices such as deep  
299 circumferential tapping, excessive tapping/extraction and burning shall be prohibited.

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301 **Section 10. Transport of Gums, Resins, Oils, and Exudates** – an authenticated copy of  
302 TECP shall be attached to the Certificate of Gums, Resins, Oils, and Exudates Origin (CO) (*see*  
303 *Annex D*) for the transport of GROE within and outside regions. These transport documents shall  
304 be presented by the carrier/transporter at any checkpoints should there be an inspection or  
305 whenever requested.

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307 **Section 11. Monitoring of Tapped/Extracted Trees** - A joint team composed of the permittee,  
308 CENRO/Implementing PENRO, and a representative from the municipal LGU which has  
309 jurisdiction of the area shall conduct a survey of the health condition of tapped trees, at least  
310 once a year, or as deemed necessary by the Department. The report on monitoring shall include  
311 geo-tagged photos of tapped/extracted trees.

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313 A production report on the quantity of collected resin (in kilograms), including the  
314 number of seedlings planted for enhancement, shall be submitted bi-annually by the permittee to  
315 the CENRO or implementing PENRO. A database shall be maintained by the Department  
316 through its respective Regional Offices and shall be linked to the Enhanced Forestry Information  
317 System (eFIS). The Regional Office shall prepare a yearly report of gums, resins, oils, and  
318 exudates collection to be submitted preceding the end of each year, using a prescribed electronic  
319 spreadsheet format. This shall be endorsed by the Regional Office to the Office of the  
320 Undersecretary for Field Operations copy furnished the Forest Management Bureau for  
321 monitoring purposes.

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323 **Section 12. Strengthening Research and Development Program** - The Ecosystems Research  
324 and Development Bureau (ERDB) in coordination with the Forest Management Bureau (FMB),  
325 the Forest Products Research and Development Institute of the Department of Science and  
326 Technology (FPRDI-DOST) and other concerned government agencies and private sector shall  
327 prepare a strengthened research and development program on propagation, plantation  
328 development, resin tapping, extraction of oils and exudates, processing and use of the GROE. The  
329 FMB shall issue technical bulletins on guidelines in the conduct of performance evaluation and  
330 proper tapping/extraction methods, care and maintenance of trees where GROE are extracted.

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332 **Section 13. Enhancement of Gums, Resins, Oils, and Exudates Resources in Permitted**  
333 **Areas** - The permittee is required to conduct enhancement planting using their raised seedlings  
334 or wildlings of species that produce GROE within the permitted area.

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336 **Section 14. Bases for Suspension/Cancellation/Non-Renewal of Permit** - Violations of the  
337 terms and conditions (*see Annex B*) of the TECP, including the following shall be the bases for  
338 suspension, cancellation or non-renewal of TECP:

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- a. Sale or assignment of Permit;
- b. Tapping/Extraction of trees that produce GROE with smaller than 40 cm dbh;
- c. Tapping/Extracting/Collection with an expired permit;
- d. If mortality rate constitutes 10% of all tapped/extracted trees;
- e. Tapping/Extraction outside the permitted area;
- f. Non-submission of the report for two consecutive quarters; and
- g. Violation of any of the terms and conditions of the permit

**Section 15. Forest Charges and Administrative Fees** - The rate of forest charges and administrative fees for GROE shall be in accordance with existing rules and regulations.

**Section 16. Separability Clause.** If any of the provisions of this Order shall be declared unconstitutional, all other provisions not affected thereof shall remain in full force and effect.

**Section 17. Repealing Clause.** All Orders, Circulars, Memoranda, and other issuances inconsistent with this Order are hereby repealed and/or modified accordingly.

**Section 18. Effectivity Clause** – This Order shall take effect fifteen (15) days after its publication in two (2) newspapers of general circulation and acknowledgement of the Office of the National Administrative Registrar (ONAR) of the UP Law Center.

**ROY A. CIMATU**  
Secretary

397 Annex A  
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## TAPPING, EXTRACTION, COLLECTION PERMIT (TECP) No: \_\_\_\_\_

Pursuant to Section 19 of Presidential Decree No. 705, as amended, otherwise known as the "Revised Forestry Code of the Philippines", Executive Order No. 192 (Providing for the Reorganization of the Department of Environment, and Executive Order No. 318 (Promoting Sustainable Forest Management in the Philippines), and R.A No. 7586 (National Integrated Protected Areas System) as amended by R.A No. 11038 (Expanded National Integrated Protected Areas System), and other existing laws and regulations, a Tapping, Extraction, Collection Permit is hereby issued to:

\_\_\_\_\_  
(Name of Applicant)  
(Represented by, if applicable)

a Citizen/Organization/Cooperative/Association/Corporation/Proprietor of the Philippines with business/permanent address at \_\_\_\_\_, to tap/extract/collect gums, resins, oils, and exudates, located at Sitio \_\_\_\_\_, Barangay \_\_\_\_\_, Municipality of \_\_\_\_\_, Province of \_\_\_\_\_.

Covering a total area of \_\_\_\_\_ (in words) \_\_\_\_\_ (figure) hectares with an annual volume of \_\_\_\_\_ kilograms of tapped/extracted gums, resins, oils, and exudates.

This permit is subject to the provisions of applicable Forestry Laws and regulations promulgated or which may be promulgated, subject to the Terms and Conditions enumerated in the succeeding page (marked as Annex B) and such other additional regulations which may hereinafter be prescribed.

This permit is effective on \_\_\_\_\_ (date of issuance) and shall expire on \_\_\_\_\_.

Issued on \_\_\_\_\_ at \_\_\_\_\_, Philippines.

Approved:

\_\_\_\_\_  
Regional Executive Director

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## TERMS AND CONDITIONS

1. The Permit issued is non-negotiable and non-transferable that is valid for five (5) years renewable for the same period, provided that the performance of the holder is satisfactory and without the necessity of a formal order by this Office, will automatically expire;
2. The permit holder together with the DENR shall identify areas for Enhancement Planting;
3. The extraction of gums, resins, oils, and exudates shall be done in such a manner as to ensure the health and survival of sourced trees. A joint monitoring team shall conduct a survey of the health condition of tapped/extracted/collected trees at least once a year;
4. Only trees with at least 40cm and above in diameter (DBH) shall be tapped/extracted/collected with gums, resins, oils, and exudates. A resulting mortality (death) rate of 10% of all trees where gums, resins, oils, and exudates are tapped /extracted/collected shall cause the automatic cancellation of this Permit;
5. Each dead tree where gums, resins, oils, and exudates are tapped/extracted/collected shall be replaced with one hundred seedlings of same species, to be planted by the permittee in suitable areas (even if outside one's private property or tenured area) identified by the DENR. The permit holder shall conduct care, maintenance and protection activities on the planted seedlings to ensure its survival;
6. Only science-based procedures shall be used in the tapping/extracting of trees. Hence, the permit holder is encouraged to have their tappers undergo training on tapping, care and maintenance of tapped/extracted trees to be conducted by a government and/or private organizations with extensive research/or experience on tapping/extraction procedures of trees;
7. The permittee shall not allow other person without permit to tap/extract/collect gums, resins, oils, and exudates within the area covered by his/her permit;
8. A report on the amount of harvest (in kilogram) shall be submitted to the CENRO Implementing PENRO on a bi-annual basis, including the number of seedlings planted for enhancement planting or replacement of dead tapped/extracted trees;
9. The permit area shall be subjected to a performance audit as basis for renewal. Within sixty (60) days before the permit expiration, the permittee shall file with the CENRO/Implementing PENRO an application for renewal;
10. The tapping/extracting/collection of gums, resins, oils, and exudates in excess of the number of trees authorized to be tapped/extracted/collected shall cause the non-renewal of this permit; and
11. The CO, including the authenticated copy of TECP shall serve as the transport documents of Gums, Resins, Oils, and Exudates within and outside regions.

513 **Annex C**

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516 **TALLY SHEET TREES THAT PRODUCE GUMS, RESINS, OILS, AND**  
 517 **EXUDATES WITH DBH 40 CM AND ABOVE)**

518 (sample format)

519

520

521 **Name of Proponent:** \_\_\_\_\_ **Area Inventoried (ha):** \_\_\_\_\_

522 **Location:** \_\_\_\_\_ **Date Inventoried:** \_\_\_\_\_

523 (Sitio, Barangay, Municipality, Province)

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Tree No. (1, 2 ...n)	Species Common Name	TREE DIAMETER (DBH/DAB*) (in centimeter)	TREE MERCHANTABLE HEIGHT (in meters)	Tree Location (GPS Reading)		Remarks/ Stem Quality
				Northing	Easting	

525 *Note: \*DBH/DAB - Diameter at Breast Height/ Diameter Above Buttress*

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528 **Inventoried By:** \_\_\_\_\_

529 (Indicate name and position) (Indicate name and position)

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**Attested by:**

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\_\_\_\_\_  
(CENRO/Implementing PENRO)

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540 **NOTES:**

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542 1. The diameter (DBH/DAB) shall be measured and recorded to the nearest centimeter (cm), in  
 543 accordance to FMB Technical Bulletin No.3

544 2. The Merchantable Height shall be measured in nearest meter in accordance to FMB Technical  
 545 Bulletin No.3

546 3. Please use the following Codes for Stem Quality

547 Code 1 – Straight, cylindrical tree without visible defects or damage

548 Code 2 – Tree with little defects or damage

549 Code 3 – Tree with several defects or damage

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**Annex D**

**CERTIFICATE OF GUMS, RESINS, OILS, AND EXUDATES  
ORIGIN**

**CO No. R-YMD-01**  
(Region-Year/Month/Day-Frequency)

TO ALL CONCERNED:

Be informed that the undersigned is a legitimate collector/transporter of **gums, resins, oils, and exudates** with office/business address at \_\_\_\_\_.

That I am transporting/carrying the gums, resins, oils, and exudates tapped/extracted/collected from a/an<sup>1</sup> \_\_\_\_\_ (please refer to footnote) \_\_\_\_\_ described as follows:

1. Amount of gums, resins, oils, and exudates (kilogram) \_\_\_\_\_
2. Location of collection \_\_\_\_\_

\_\_\_\_\_  
Owner/Holder/Authorized Representative

This is to certify further that the above-described **gums, resins, oils, and exudates** had been verified by this Office to have originated from (area/place of production) and is hereby allowed to be transported with the following particulars:

Owner/Permit Holder : \_\_\_\_\_  
 ARTP No. : \_\_\_\_\_  
 Date Issued : \_\_\_\_\_  
 Date of Expiration : \_\_\_\_\_

**Conveyance**  
 Plate No. : \_\_\_\_\_  
 Vehicle Type : \_\_\_\_\_

**Describe Route**  
 From : \_\_\_\_\_  
 To : \_\_\_\_\_

**Validity Date**  
 From : \_\_\_\_\_  
 Until : \_\_\_\_\_

Approved by:

\_\_\_\_\_  
Verifier/Evaluator

\_\_\_\_\_  
CENRO/Implementing PENR

<sup>1</sup>If tapping within tenured areas, cite the name of the holder and tenure instrument issued and number.  
 If tapping within ancestral lands/ancestral domain, cite the name of the IP organization and CADC/CADT registration number.  
 If within A & D, private land, cite the name of the landowner and the OCT/TCT no./Tax Declaration Number, whichever is applicable.  
 If within PA and national parks, cite the tenure migrant name, tenure instrument issued and number.

**(BACK PAGE-Add running total volume)**

614 **Annex E.**

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### APPLICATION FORM

619

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622 Full Name: \_\_\_\_\_

623 Affiliation: \_\_\_\_\_

624 Government Tenure Instrument: \_\_\_\_\_

625 Date Awarded/Issued: \_\_\_\_\_

626 (attach Authenticated copy of Land Title, for private lands and/or updated Tax Declaration for  
627 A&D public land)

628 Complete business/permanent address: \_\_\_\_\_

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630

631 *Nature of Non-Timber Forest Products to be harvested*

632

633 • Gums \_\_\_\_\_

634 • Resins \_\_\_\_\_

635 • Oils \_\_\_\_\_

636 • Exudates/Extractives \_\_\_\_\_

637

638 Species (with scientific name) to be Tapped/Extracted/Collected with: \_\_\_\_\_

639 No. of standing trees/plants to be tapped/extracted/collected with: \_\_\_\_\_

640 Location of extraction and collection: \_\_\_\_\_

641 (Attach geo-tagged photographs and GIS generated location map)

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644 Requirements checklist (Put an **X** mark if completed)

<input type="checkbox"/>	Application Form
<input type="checkbox"/>	Proof of juridical personality
<input type="checkbox"/>	LGU Endorsement
<input type="checkbox"/>	Geo-tagged photo
<input type="checkbox"/>	GIS generated location map
<input type="checkbox"/>	Certified True Copy of Land Title/Tenure Instrument
<input type="checkbox"/>	Certified True Copy of Tax Declaration
<input type="checkbox"/>	Photocopy of approval sheet of development plans
<input type="checkbox"/>	Certification Precondition (NCIP) when trees are located within ancestral lands
<input type="checkbox"/>	Proof of possession (lease, mortgage, pledge, trusts)
<input type="checkbox"/>	PCSD clearance
<input type="checkbox"/>	Official Receipt for paid fee

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