

**Memorandum Circular**  
**No. 5**  
**April 2, 1991**

**SUBJECT: Guidelines on the Inspection of Flora  
Intended for Export in Commercial  
Quantity**

Pursuant to the provisions of Forestry Administrative Order 10-1, Series of 1984, as amended by Forestry Administrative Order No. 6-1, Series of 1951, Item 7 Art. VI, Item 3 Art. VIII of the articles and by laws of the Convention on International Trade in Endangered Species (CITES) of Wild Fauna and Flora and in order to insure the protection and preservation of endangered flora, the following guidelines are hereby promulgated:

1. As a prerequisite to the issuance of export documents, all flora intended for export in commercial quantity shall be subject to inspection in the farm/nursery or the permittee and or applicant by a duly authorized inspector of the DENR Regional Office concerned.

Commercial quantity as referred to herein shall mean eleven (11) pieces or more.

2. The commodities subject of inspection shall be re-inspected by the same DENR representatives at the time of or immediately before their actual packing/crating on the scheduled date of shipments.
3. The monitoring teams deployed in the various international air or sea ports all over the country shall thereafter verify/double check the contents of the cargo.
4. DENR personnel assigned to undertake the task shall strictly observe and implement the procedures herein provided to forestall the commission of any irregularity, such as substitution of species and over-shipment.
5. These guidelines shall not apply to the exportation of flora for scientific, educational or personal collection purposes.
6. This Circular takes effect immediately and supersedes orders and circulars inconsistent herewith.

For strict compliance.

**FULGENCIO S. FACTORAN, JR.**  
Secretary

**Memorandum Circular**  
**No. 12**  
**September 10, 1991**

**SUBJECT: Policy on the Issuance of Licenses, Leases  
and Permits Covering Islands with Areas  
Less 50,000 Hectares**

In view of the numerous queries and applications for licenses, leases and permits covering islands less than 50,000 hectares in area as well as to support the various programs of the government, the following policy is hereby issued:

1. Licenses, leases and permits may be issued by the DENR Secretary or his duly authorized representative for small islands except Palawan which is covered by Proclamation No. 219 as amended by Proclamation No. 530-B.

**Provided**, however, that such islands are not classified as environmentally critical such as game refuge and bird sanctuaries, national parks, etc. and are not falling within the strictly restricted zones under the Integrated Protected Areas System (IPAS).

**Provided**, further, that logging, hunting of endangered wildlife species, collecting corals, and other environmentally-degrading activities shall be prohibited in these areas.

2. Applicants for licenses, permits, or leases for such islands must submit an Environmental Impact Assessment (EIA) for the project proposal to the EMB for evaluation. The findings of the basic environmental assessments shall be considered in the evaluation of EIA studies.
3. The Environmental Management Bureau (EMB) with the assistance of the concerned DENR Regional Office shall strive together with other concerned agencies, such as the Department of Tourism (DOT), to conduct an environmental assessment of environmentally critical small islands. They shall make available to interested parties results of such environmental assessment specially regarding activities which may be allowed in the island's ecosystem.
4. No application for licenses, permits and leases shall be further processed until such time that the applicant shall have secured an Environmental Compliance Certificate (ECC) issued by the Secretary of the Department of Environment and Natural Resources (DENR) or his duly authorized representative, upon the

recommendation of the Environmental Management Bureau (EMB) and the Regional Executive Director concerned.

**FULGENCIO S. FACTORAN, JR.**  
Secretary

**Memorandum Order**

**No. 3**

**March 18, 1991**

**SUBJECT: Procedures on the Health Care and Maintenance of Confiscated and Donated Wild Fauna**

Pursuant to DENR Administrative Order No. 142, Series of 1989 and in order to ensure the survival of confiscated or donated wildlife to be reintroduced or released back to their natural habitat, the following procedures on their health care and maintenance are hereby issued:

- 1) **First Day** - From the first day the confiscated or donated wildlife species are received, the following steps should be undertaken:
  - 1.1 Recording of the history of the animals;
  - 1.2 General physical examination by the veterinarian immediately upon arrival of the animals at the wildlife rescue center or mini-zoo. Mortalities (i.e. dead individual) and morbidities (i.e. wildlife in sick condition) should be recorded upon completion of the physical examination; and
  - 1.3 If quarantine cages are ready, the animals should be placed on quarantine. Wounded or obviously diseased animals should be treated and kept separately.
  
- 2) **Second Day to the Fifth Day** - Immediately after the procedures for the first day have been completed, the following shall be undertaken:
  - 2.1 Further observation on the animals for possible mortalities, morbidities and signs of stress. Dead animals should be necropsied and then incinerated or buried.
  - 2.2 Upon detection of certain diseased conditions which necessitates collection of specimens and the conduct of laboratory testings, the custodian shall seek the assistance of agencies such as the National Animal Disease Diagnostic Laboratory (NADDL), Bureau of Animal Industry (BAI), or any appropriate agencies.

Laboratory examination which can be immediately done at the mini zoo or wildlife rescue center laboratory by the medical technologists and veterinarians must be made while the assistance of the agencies is being sought. Examples of these laboratory tests are complete blood counts (CBC), fecalalysis, external parasite, fungal examinations and others.

Persons/organizations who shall be responsible for the release of the animals must be contacted to inform them of the preparations that needs to be made.

- 3) **Sixth Day to Nineteenth Day** - During this period the procedures to be observed are:
  - 3.1 Preservation of the animals and updating of the records on morbidities and mortalities
  - 3.2 Await laboratory results from NADDL and BAI.
- 4) After laboratory results shall have been submitted, any one of the following recommendations may be adopted:
  - 4.1 Release of the Animals. The animals should immediately be scheduled for transport and returned to their place of origin as soon as possible.
  - 4.2 Maintenance in Captivity. The animals may be kept in a mini-zoo, DENR Regional Rescue Centers, or in any government institution which may have the need for them and willing to take custody over the animals.
  - 4.3 Euthanasia and Incineration. The animals should immediately be euthanized and disposed of through burning, burying (at least 6 feet under the ground), or any other available means that would protect public health.

For compliance.

**VICTOR O. RAMOS**  
Undersecretary for Field Operations

**Memorandum Order  
No. 10  
September 4, 1991**

**SUBJECT: Guidelines for the Conduct of Resources  
Basic Inventory (RBI) Within Protected  
Areas**

Pursuant to the provisions of P.D. No. 705, as amended and Executive Order No. 192 and in order to provide a standard procedure for the conduct of Resources Basic Inventory within Protected Areas, the following guidelines are hereby promulgated for the information and guidance of all concerned:

**Section 1.** Under this Order, Resources Basic Inventory (RBI) shall mean the collection, analysis and synthesis of relevant description/information on the ecological, geological, physical, social, economic and historic environment of a particular protected area and its immediate vicinity. The corresponding RBI Report shall provide comprehensive compilation of resources data for the development, management, use and interpretation of Protected Areas.

**Section 2.** Resources Basic Inventory shall be undertaken in all established and proposed protected areas. It shall also serve as pre-requisite for the preparation of Master Plan for a particular Protected Area.

**Section 3.** No Master Plan shall be approved by the Undersecretary for Environment and Research without the necessary Resources Basic Inventory Report. PAWB RBI Form No. 1 hereto attached shall be the standard format for the RBI Report.

**Section 4.** The following steps shall be followed in the conduct of the Resources Basic Inventory:

**Step 1: Documentation**

Collation and gathering of basic information regarding the subject Protected Areas.

**Step 2: Reconnaissance**

Ocular survey of the area to identify the representative plots where an RBI will be conducted. A working map shall be prepared for this purpose.

**Step 3: Mapping**

Preparation of the base map, preferably with scale of 1:50,000 showing the boundary of the protected areas. Indicate all information on the latest vegetative cover, land-use, elevation, geologic, hydrologic and other aspects of the area.

#### **Step 4: Delineation of Sampling Plots**

Using the working map, divide the area into convenient units or compartments, e.g. based on Watershed Units or vegetative types. In each unit or compartment, identify possible sample areas and the number of sample plots.

#### **Step 5: Team Organization**

The RBI Teams shall be comprised of inter-disciplinary experts to be led by personnel from PAWB and PAWS needed to determine and study the ecological, physical geological, social, economic, historic features and other values of the area. The number of RBI Teams to be organized shall depend on the number of compartments or sample areas identified.

#### **Step 6: Actual Resources Basic Inventory**

Gathering of information/data and conduct of actual RBI shall be guided by RBI Form No. 2 and the RBI Manual, respectively.

#### **Step 7: Analysis and Presentation of Data**

Using RBI Form No. 3, prepare individual Protected Area Report maps containing the following information:

- 1) Existing land-uses
- 2) Vegetative Cover
- 3) Soils
- 4) Geological Resources/features
- 5) Cultural resources/sites
- 6) Surface water system

Report shall be supported with the working maps, graphs, photographs, tables, etc. Analyze the data/information gathered and identify all possible constraints and opportunities that will critically influence the planning, management and use of the Protected Areas. Provide recommendations particularly on the constraints identified.

Cebuano \_\_\_\_\_ Others (Specify) \_\_\_\_\_  
Tagalog \_\_\_\_\_

3. Are they concentrated in established communities?  
\_\_\_\_\_ Yes \_\_\_\_\_ No
4. What activities do they practice within the protected areas?
  - a. Kaingin making \_\_\_\_\_
  - b. Permanent Agriculture \_\_\_\_\_
  - c. Coconut plantation \_\_\_\_\_
  - d. Coffee plantation \_\_\_\_\_
  - e. Vegetables and other short rotation crops \_\_\_\_\_
  - f. Others (Specify) \_\_\_\_\_
5. On the average, how long have they been in the area?
6. Are they amenable to resettlement outside the protected areas?  
(Ask at least 100 people at random)  
Yes \_\_\_\_\_  
No \_\_\_\_\_  
Don't Know \_\_\_\_\_
7. If no, for what reason? (get as many opinions as possible).
8. Comments/recommendations/observations on settlers.

### **Background Information**

1. Location - geographical location



2. Regional Analysis

- a. What are the present land uses within the Region particularly the area within 50 kilometers from the protected areas boundary?
- b. What are the trends/plans for future development of the protected areas?
- c. Are there conflicting land-uses within the protected areas? State use and approximate area. Describe or locate on map.
- d. Had there been any significant changes in the last five years?

Regional Transportation System:

- a. How can the protected areas be reached from Manila?  
by Air \_\_\_\_\_ Distance \_\_\_\_\_ Travel Time \_\_\_\_\_  
by Sea \_\_\_\_\_ Distance \_\_\_\_\_ Travel Time \_\_\_\_\_  
by Land \_\_\_\_\_ Distance \_\_\_\_\_ Travel Time \_\_\_\_\_
- b. What is the major means of transportation within the protected areas?
- c. What is the general condition of the roads within the protected areas?  
Well paved \_\_\_\_\_  
Gravel road \_\_\_\_\_  
Others (specify) \_\_\_\_\_
- d. How can the protected areas be reached from major urban centers? Specify major urban center and describe type of road, distance, and means of transport.

- e. Are there plans to construct new roads or improve existing ones leading to the protected areas?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If yes describe briefly.

Population Characteristics:

- a. Give the names of the population centers approximate populations and their distance to the protected areas.
- b. Determine any important effect of population growth on the protected areas.

5. Tourism Services and recreation:

- a. What are the existing outdoor recreation and tourism infrastructure in the area?

Picnic areas \_\_\_\_\_  
Camping areas \_\_\_\_\_  
Swimming areas \_\_\_\_\_  
Mountain climbing \_\_\_\_\_  
Others (Specify) \_\_\_\_\_  
Hotels \_\_\_\_\_ Approximate distance \_\_\_\_\_  
Restaurants \_\_\_\_\_ Approximate distance \_\_\_\_\_

- b. How many visitors used the different outdoor recreation facilities during the last year?

6.

Visitor uses of Resources:

a. How many visitor visited the protected areas during the last 5 years?

\_\_\_\_\_

b. What major activities did they participate in?

Picnicking _____	Approximate No.	of percent	_____
Camping _____	"	"	"
Sightseeing _____	"	"	"
Educational Tour _____	"	"	"
Mountain Climbing _____	"	"	"
Others (Specify) _____	"	"	"

c. What is the origin of the visitors?

- Locals \_\_\_\_\_
- National \_\_\_\_\_
- Foreign \_\_\_\_\_

d. What is their age structure?

- Young (30 years) \_\_\_\_\_
- Middle Age (30 - 60) \_\_\_\_\_
- Old (60) \_\_\_\_\_

e. What is the percentage of:

- Males \_\_\_\_\_
- Females \_\_\_\_\_

f. If in group, what kind of group and number in the group?

- Business group \_\_\_\_\_ No. \_\_\_\_\_
- School Organization \_\_\_\_\_ No. \_\_\_\_\_
- Religious Organization \_\_\_\_\_ No. \_\_\_\_\_
- Foreign Tourists \_\_\_\_\_ No. \_\_\_\_\_
- Others \_\_\_\_\_

g. What is their usual means of transport?

Public utility \_\_\_\_\_

Chartered bus/limousine \_\_\_\_\_

Others \_\_\_\_\_

7. Climate: Type \_\_\_\_\_

Average temperature \_\_\_\_\_

Average rainfall \_\_\_\_\_ Rainy months \_\_\_\_\_

Prevailing wind direction \_\_\_\_\_

Insolation (Number or sum days/year) \_\_\_\_\_

8. Special Conditions:

a. On the average, how many storms pass through the area per year?

b. How long do they usually last?

c. Is there any danger of flooding in the area? If yes, describe source and effects.

d. Is there any danger of volcanic activity in the area? If yes, describe briefly.

e. Are there occurrence of landslides? If yes, describe briefly.

9. Terrain and Soils:

a. What is the general nature of the terrain?

Mountaineous and Rugged \_\_\_\_\_

Hilly \_\_\_\_\_

Rolling \_\_\_\_\_

Relatively flat \_\_\_\_\_

Flat \_\_\_\_\_

- b. Determine information on the mechanical properties of the soil.
- c. Is the area susceptible to erosion and/or compaction? If yes, describe briefly.

10. Boundaries:

- a. Are the boundaries clearly defined and easily located on the ground?
- b. Are there any adverse uses of lands surrounding and adjacent to the protected areas?

Visual pollution \_\_\_\_\_

Air pollution \_\_\_\_\_

Noise pollution \_\_\_\_\_

Others \_\_\_\_\_

- c. Is there a buffer zone between the Protected Areas and the adverse uses around the area? If yes, describe briefly.

11. Zonify the Protected Areas according to the following:

- a. Primitive-Scientific Zone: These lands represent the most important and often the most fragile natural values within the park. Nothing in the way of human activity will be permitted within this zone that will degrade these values. Only those structures necessary for management and preservation of the wilderness qualities of this zone will be permitted. Most often this will consist of only a simple unobtrusive guard outpost.
- b. Primitive Zone: These natural environment lands often about the Primitive Scientific Zone. They too contain outstanding natural

features. However, the lesser overall environmental quality of these lands and/or the need for this zone. Primitive Zone lands also serve as transition or buffer areas, often separating Primitive Scientific Zones from more accessible park zones. Exotic plants and animals will not be introduced and if possible will be eradicated in this zone. Physical development will be restricted to rudimentary trails, simple campsites, guard outposts, and minimal research facilities. Roads and motorized vehicles will be prohibited.

- c. Extensive Use Zone: This classification is necessary to provide visitors with high quality park environment that is easier of access. Within this zone, park roads (usually one-way), trails, simple campgrounds, scenic overlooks, and vista clearing will be permitted. Development, however, will preclude facilities that will encourage high density use such as visitor centres, hotels, ski lifts, etc. Every effort will be made to reduce the environmental impact of physical development on this zone. As with the Primitive Zone, these lands will often function as a buffer or transition to more protected zones.
- d. Intensive Use Zone: This is the zone of high density visitor and management use. Such lands, usually comprising a small percentage of the park, a total area, designate lands to be used for two-way roads, visitor centers, visitor supply stores, formal campgrounds, overnight accomodation and park administration offices. These are the lands that are most affected by visitor use. As with development in other zones, extreme care must be taken to lessen the impact of physical development on park values. Caution must be exercised to prohibit development either in kind or in degree that will hint or urbanization. Facilities for public use placed in this zone should be the minimum required to promote visitor enjoyment and safety as well be resource protection.
- e. Historic-Cultural Zone: This classification is given to lands within the park boundary/containing nationally and internationally significant archeologic, historic or contemporary cultural resources. This classification is important for it directs attention to the importance of protecting and interpreting these vestiges of the nations cultural heritage. Often it becomes desirable to provide a setting for these zones with abutting Primitive or Extensive Zone lands. Physical development will be only that necessary for the preservation, restoration and interpretation of cultural values. Public use activities are generally limited to sightseeing and education.

- f. Zone of Recuperation Lands within park boundaries that have been altered by the introduction of exotic animals, plants, mining, cutting, burning, colonization, farming, etc., bring about a need for this zone. Once the future management goal for these lands has been determined (see Resource Protection) an action programme will be set in motion, directed at recuperation. In some cases, restoration to original land forms may be necessary. Installation and equipment necessary to facilitate the implementation of these programmes will be permitted within this zone.
  
- g. Special Use Zone: This zone is used for designating lands required for basic management services such as employee housing, maintenance and storage facilities, water and electric plants, communication towers, sanitary land fills borrow pits, etc. Insofar as possible, these installations will be visually and acoustically isolated from visitor use areas. This zone also is used to designate lands which support land use practices incompatible with park objectives. In the latter case these designations are transitory being only necessary until corrective action can be taken through park management or land acquisition programmes.

### Site Information Sheet

1. Were you able to visit the site?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

2. If no, how did you locate the area?

\_\_\_\_\_ Map

\_\_\_\_\_ Local source

\_\_\_\_\_ Could see area but could not visit it

\_\_\_\_\_ Other

3. Approximately what is the area of the site?

\_\_\_\_\_ Hectares

4. What is the approximate slope of the land inside the site? \_\_\_\_\_ %

5. What kind of water resources does the site have?

\_\_\_\_\_ Spring \_\_\_\_\_ Lake (Open Reservoir)

\_\_\_\_\_ Stream \_\_\_\_\_ Well

6. Is there a steady source of water throughout the year?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

7. What is the quality of the water?

\_\_\_\_\_ Sanitary without treatment

\_\_\_\_\_ Sanitary with minor treatment

\_\_\_\_\_ Major treatment necessary

8. Is the area already accessible by road?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

9. If answer to 8 is yes, what kind of road?

Paved \_\_\_\_\_ Gravel \_\_\_\_\_ 4WD Trail \_\_\_\_\_



10. If answer to 8 is no, could the site be reached by a road without causing major damage to other parts of the area?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

11. If yes to 10, how much road would need to be built?

\_\_\_\_\_ km.

12. If yes to 10, how would you rate the terrain between the site and the nearest road?

\_\_\_\_\_ Rugged & Steep

\_\_\_\_\_ Moderately Steep

\_\_\_\_\_ Hilly

\_\_\_\_\_ Flat

13. If yes to 10, would it be necessary to build any major structures such as bridges to reach the area?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

14. What kind of vegetative cover does the site have? Describe.

15. Describe the development which might be possible for the area.

16. Describe any development problems that are apparent at this site.

## Visitor Use Topics

1. What percent of the area visitors are:  
\_\_\_\_\_ % local (within 25 km. of the area boundary)  
\_\_\_\_\_ % other nationals (travel from throughout the Phils.)  
\_\_\_\_\_ % Foreign
  
2. How often do these groups visit the area?  
Local: \_\_\_\_\_  
Other nationals: \_\_\_\_\_  
Foreign: \_\_\_\_\_
  
3. Why do the local people visit the area?
  - a. What is their purpose for coming?
  
  - b. What recreational activities do they participate in?
  
4. Why do the other Philippine nationals visit the area?
  - a. What is their purpose for coming?
  
  - b. What recreation activities do they participate in?
  
5. Why do foreigners visit the area?
  - a. What is their purpose for coming?
  
  - b. What recreation activities do they participate in?

6. What types of recreational activities would the visitors like to have added to the area?
7. What additional recreation facilities do you feel are needed?
8. What benefits (socio-economic) do the existing recreation and tourist developments give to the local population?
9. In what ways would additional developments benefits the local population?
10. Are there any local agencies or organization which actively promote tourism in the area? (name of organizations)
11. Are there any school, youth (scouts, etc.) or other groups using the area for educational outings?  
 Yes  No
12. What other general uses is the area good for?
13. What problems have been encountered or anticipated in managing the area?
14. What are the solutions to those problems?