



# RULES AND REGULATIONS GOVERNING THE CLASSIFICATION OF TOURISM-RELATED ESTABLISHMENTS



**SUBIC BAY METROPOLITAN AUTHORITY  
TOURISM DEPARTMENT  
OFFICE OF THE TOURISM STANDARDS  
SUBIC BAY FREEPORT ZONE**

**RULES AND REGULATIONS GOVERNING CLASSIFICATION OF TOURISM – RELATED  
ESTABLISHMENTS**

PURSUANT TO THE PROVISIONS OF EXECUTIVE ORDER NO. 120 IN RELATION TO REPUBLIC ACT NO. 7160, OTHERWISE KNOWN AS THE LOCAL GOVERNMENT CODE OF 1991 ON THE DEVOLUTION OF DEPARTMENT OF TOURISM'S REGULATORY FUNCTION OVER TOURISM ESTABLISHMENTS, AND WITH THE **SBMA BOARD RESOLUTION NO. 07-06-1557, DATE ISSUED 22 JUNE 2007, IMPLEMENTATION OF CLASSIFICATION ON ALL TOURISM STAKEHOLDERS AND RELATED ESTABLISHMENTS IN THE SUBIC BAY FREEPORT ZONE.** THE FOLLOWING RULES AND REGULATIONS GOVERNING THE CLASSIFICATION OF RESTAURANTS, SHOP, DEPARTMENT STORES, DUTYFREE SHOPS, MUSEUMS, TRAINING CENTERS, HOMESTAYS, REST AREAS IN GASOLINE STATIONS, SPORTS AND RECREATIONAL CLUBS ARE HEREBY PROMULGATED.

**CHAPTER I  
DEFINITION OF TERMS**

**SECTION 1.**When used in this Rules, the following terms shall, unless the context otherwise indicates, have the following meaning:

- a. **ACCREDITATION** – a certification issued by the Department of Tourism that the holder is recognized by the Department as having complied with its minimum standards in the operation of the establishment concerned.
- b. **CLASSIFICATION** – a certification issued by the Tourism Standards in coordination with the Department of Tourism, that the holder is classified as having complied with its minimum standards in the operation of the establishment concerned. Whatever classification issued by the Tourism Standards shall be recognized as accredited establishment by the Department of Tourism under the Memorandum of Agreement (MOA) between SBMA and DOT dated July 10, 2007.
- c. **CERTIFICATE OF REGISTRATION AND TAX EXEMPTION (CRTE)** - refers to the certificate issued by the SBMA representing the registration of the business enterprise as an SBF enterprise.
- d. **DEPARTMENT STORE** – a store that sells or carries several lines of merchandise and that is organized into separate sections for the purpose promotion, service, accounting and control.

- e. **DOT** – Department Of Tourism
- f. **DUTYFREE SHOPS** - a store that sells or carries imported goods and several lines of merchandise and that is organized into separate sections for the purpose promotion, service, accounting and control.
- g. **LRLD** – Locators Registration and Licensing Department of the SBMA.
- h. **MUSEUM** – an institutional establishment where a collection of valuable objects and artifacts on history and culture, arts and science are put on exhibition for the general public.
- i. **PTO** – Permit To Operate issued by the SBMA to qualified business enterprises
- j. **RESTAURANT** – any establishment offering to the public for refreshments and/or meals.
- k. **SBF** – the Subic Bay Freeport referred to as the Special Economic and Freeport Zone in Section 12 of Republic Act No. 7227.
- l. **SBMA** – refers to the Subic Bay Metropolitan Authority created under Section 13 of Republic Act No. 7227.
- m. **SHOP** - a small retail establishment offering a line of goods for services.
- n. **SPORTS AND RECREATIONAL CLUB/CENTER** – any establishment offering sports and recreational facilities tourists and to the general public.
- o. **SSIV** – Subic Special Investors Visa
- p. **SSWV** – Subic Special Working Visa
- q. **TOURISM STANDARDS** –refers to the regulatory authority of the SBMA tasked with the implementation of the standards in classifying all tourism stakeholders and related establishments under the guidelines and procedures manual in coordination with the Department of Tourism
- r. **TRAINING CENTER** – any establishment offering one or more training programs for tourism manpower development and which is equipped with training facilities, equipment and instructional staff.
- s. **TRAINING PROGRAM** – a module designed for tourism manpower development.
- t. **TRAINER** – any individual who conducts training programs.

## **CHAPTER II STANDARD REQUIREMENTS FOR RESTAURANT**

**SECTION 1. MINIMUM REQUIREMENTS.** For the purpose of Classification, the following are the minimum requirements that must be complied with by Restaurants within Subic Bay Freeport Zone.

### **a. LOCATION**

1. The locality and environs including approaches shall be with proper ingress and egress.
2. The façade and architectural features of the building shall be appropriately designed.

**b. PARKING** – There shall be an adequate, secured parking space provided for free to customers.

**c. RECEPTION-** a receptionist shall be available to usher in guests. A waiting lounge with a telephone shall also be provided.

### **d. DINING ROOM**

1. **FURNISHING** – The dining room shall be adequate in size, with sufficient and well-maintained furniture. Flooring materials shall be kept clean at all times.
2. **ATMOSPHERE** – The restaurant shall have a pleasant atmosphere.
3. **CUISINE** – There shall be cuisine of good quality and presentation is available during normal meal hours and served with distinction. Raw food used shall meet the SBMA, Government and International Standards.
4. **MENU/ BOOK CARD** – There shall be a menu book or card that is presentable, clean and easy to read with the menu items listed in logical sequence. All items shall be made available at all times on a best-effort basis.
5. **LINEN** – All tables shall have clean table cloth and cloth napkins of good quality. They should not be faded, nor with frayed edges and stains, and should be changed after every service.
6. **CROCKERY** – No piece of crockery, cutlery and table ware in use shall be chipped, cracked or grazed. The silverware shall be kept polished and clean at all times.

**e. SERVICE AND STAFF** – Adequate number of well-trained, well-groomed experienced, efficient and courteous staff shall be employed.

**f. BAR** – The bar shall be well-stocked at all times.

- g. **COMFORT ROOMS** – All comfort rooms shall be with good quality fixtures and fittings and provided with running water. The floor and the walls shall be covered with impervious materials and good quality workmanship and shall be kept clean and sanitary at all times. Tissue paper, soap, paper towels and hand drier shall be provided.
- h. **KITCHEN**
  - a. The kitchen pantry and cold storage shall be in good operating condition at all times and shall be well-equipped and hygienic
  - b. Equipment necessary to maintain high standard of sanitation and hygiene shall be installed and used.
- i. **LIGHTING** – There must be adequate lighting in the dining rooms, public rooms, comfort rooms, corridors and other public areas.
- j. **MAINTENANCE** – All sections of restaurants (e.g., Building’s exterior and interior, air-conditioners, kitchen, fixtures, plumbing, etc) shall be maintained properly at all times. A periodic vermin control program shall be maintained for all establishments.
- k. **FIRE FIGHTING FACILITIES** – Adequate fire-fighting facilities shall be provided in accordance with the SBMA Rules and Regulations and Fire Code of the Philippines.

**CHAPTER III**

**STANDARD REQUIREMENTS FOR SHOPS/ DUTYFREE STORES/ DEPARTMENT STORE**

**SECTION 1. MINIMUM REQUIREMENTS** – For purposes of Classification, the following are the minimum requirements that shall be complied with by Shops/ Duty Free and department stores.

**a. PHYSICAL REQUIREMENTS**

- 1. The establishment shall be fronting a major street or thoroughfare or is situated in a shopping center/ mall and as prescribed by the SBMA.
- 2. The entrance and display windows shall be attractively designed and adequately illuminated.
- 3. The furniture and décor of the establishments shall be presentable and functional at all times.
- 4. The shop/ store shall be fully air-conditioned.
- 5. Well maintained restrooms shall be provided for the establishment itself, or in the event that the shop/ store is located in shopping mall or commercial building, the common / public restrooms shall be made available to the clients or visitors.
- 6. In case of Duty Free/ Department Stores
  - 6.1 The stores shall be in an edifice or a building or may be part of shopping mall/ center.
  - 6.2 Parking area shall be made available to clients.

**b. STAFF**

1. All members of the staff shall be well groomed, courteous and efficient at all times.

**c. SERVICE**

1. Goods displayed in the shop windows or showcases shall be provided with clearly written price tags.
2. A wide selection of goods shall be in stock.
3. A receipt shall be supplied to the tourists for each purchase. The full name and address of the establishment shall be printed on the receipt, together with the number of authorized business license. Purchase shall be itemized together with the price, and any addition or tax paid or discount granted on the goods shall be indicated.
4. Discounts shall be given on the price of the goods marked on the price tags.
5. The business establishment shall be responsible for the maintenance of its facilities and premises and its immediate surroundings (Sidewalk, Yard, etc.).
6. In case of antique shops, a certificate confirming authenticity shall be attached to each article in accordance with the guidelines/ instructions of the National Museum.

**CHAPTER IV  
STANDARD REQUIREMENTS FOR SPORTS & RECREATIONAL CLUB**

**SECTION 1. MINIMUM REQUIREMENTS** – For the purpose of Classification, the following are the minimum requirements for the operation and maintenance of a Sports and Recreational Club.

- a. LOCATION** – The locality and environs including approaches shall be pleasant with proper ingress and egress. The façade and architectural features shall be appropriately designed.
- b. PARKING** – There shall be an adequate and secured parking space provided for customers.
- c. SECURITY** – Adequate security shall be provided at all times.
- d. RECEPTION** – A receptionist shall be available to usher in guests. A waiting lounge with telephone shall also be provided.
- e. DINING ROOM** – There shall be a dining outlet adequate in size, with pleasant atmosphere and furnished with appropriate and well maintained furniture.

- f. **SPORTS AND RECREATIONAL EQUIPMENT** – There shall be an adequate sports and recreational equipment available for rent.
- g. **PUBLIC WASHROOMS** – There shall be an adequate and accessible toilet facilities provided separately for male and female. Tissue paper, soap, hand/ paper towel shall also be provided.
- h. **LOCKER AREA AND FACILITIES** – There shall be adequate number of lockers for male and female. Dressing areas and shower cubicles shall also be provided.

## **CHAPTER V STANDARD REQUIREMENTS FOR MUSEUM**

**SECTION 1. MINIMUM REQUIREMENTS.** For purpose of Classification, the following are the minimum requirements for the operation of a Museum.

- a. **MEMBERSHIP** – The institution shall be a member of the National Committee on Museums.
- b. **LOCATION** – The locality and environs including approaches shall be pleasant with proper ingress and egress. The façade and architectural features shall be appropriately designed.
- c. **PARKING AREA** – An adequate and secured parking space for customers shall be made available.
- d. **SECURITY** – Adequate security shall be provided at all times.
- e. **RECEPTION** – A well-informed receptionist shall be available to usher in guests. A waiting lounge with telephone shall be provided.
- f. **CONFERENCE/ AUDITORIUM** – There shall be a conference and/ or auditorium provided with audio-visual equipment and made available to the public.
- g. **LIBRARY** – There shall be a library adequately equipped and made available to the public.
- h. **PUBLIC WASHROOMS** – There shall be an adequate and accessible toilet facilities provided separately for male and female. Toiletries shall likewise be provided.

## **CHAPTER VI STANDARD REQUIREMENTS FOR TRAINING CENTER**

**SECTION 1. MINIMUM REQUIREMENTS.** For purpose of Classification, the following are the minimum requirements for the operation and maintenance of a Training Center.

### **a. PHYSICAL REQUIREMENT**

1. **SIZE OF CLASSROOM** – The classroom shall be able to accommodate a minimum of twenty (20) trainees per class. For purposes of workshop, the floor area shall be at a minimum of 1.5 square meters per trainee.
2. **LIGHTING AND VENTILATION** – Lighting and ventilation fixtures shall be so designed to ensure an atmosphere conducive to training. A stand-by generator shall be made available.
3. **RESTROOMS** – There shall be separate male and female restrooms.
4. **REFRESHMENT/DINING AREA** – There shall be a refreshment/ dining area accessible to the trainees.
5. **CLASSROOM FACILITIES, EQUIPMENT AND SUPPLIES** – The center shall be provided with classroom with complete basic facilities, equipment and supplies needed in conducting a training program.
6. **WORKSHOP/ ON-THE-JOB Facilities and Equipment** depending on the training program/s being offered, there shall be adequate supply of the appropriate facilities and equipment.
7. **READING ROOM** – There shall be a reading room adequately provided with relevant reference materials, books, journal, magazines and the like.
8. **OTHER SUPPORT FACILITIES** - There shall be tool/storage facilities provided.

### **b. TRAINING PROGRAM**

1. **RELEVANCE** – The training program shall respond to the needs of the tourism industry.
2. **OBJECTIVES** – Its objectives shall be clearly defined, realistic and attainable.
3. **CONTENT/ CURRICULUM** – The content/ curriculum of the training program shall be in consonance with its objectives. Topics shall be in proper and logical sequence with due consideration to effectiveness of presentation in terms of trainees' comprehension.

4. **METHODOLOGY** – There shall be an effective, simple and comprehensive presentation of topics; clear description of examination scheme and test instruments related of course objectives. There shall likewise be a relevant and practical application of theories and concepts.
  5. **MINIMUM REQUIREMENTS/QUALIFICATION OF PARTICIPANTS** – Minimum qualification of participants shall be based on the standards acceptable to the tourism industry.
  6. **INSTRUCTIONAL STAFF** – The instructional staff shall have thorough experience and knowledge on the subject matter and effective communication skills and teaching style.
  7. **MONITORING AND EVALUATION PROCEDURES** – The training program shall carry effective monitoring and evaluation tools.
- c. TRAINOR/FACULTY** – Must successfully completed the Training – The – Trainors Program of the Department of Tourism and the Tourism Industry Board Foundation, Inc. In lieu thereof, the trainor must show proof that she/he has thorough experience and knowledge of the subject matter she/he is handling, as well as effective communication skills and teaching style.

## **SECTION 2. REQUIREMENTS FOR RENEWAL OF CLASSIFICATION.**

The application for the renewal of classification shall be supported by the following:

- a. List of all training programs conducted during the previous year including the number of enrollees and graduates.
- b. List of successful graduates per training program including skills acquired and respective places of employment.

**SECTION 3. CLASSIFICATION OF TRAINING PROGRAM/ TRAINOR** – A trainor on a training program developed by an organization not normally engaged in training may seek clearance and certification with the Tourism Standards subject to compliance with the requirements provided in the preceding paragraph.

## **CHAPTER VII STANDARD REQUIREMENTS FOR HOMESTAY SITES**

**SECTION 1. MINIMUM REQUIREMENTS** – For purposes of Classification, the following are the minimum requirements for the operation and maintenance of Homestay Sites in accordance with the Department of Tourism National Homestay Program.

### **a. HOMESTAY SITES**

1. There is prevailing peace and order situation in the area.
2. There are existing natural and man-made attractions in the community.
3. Site is easily accessible to tourists and with existing transportation services, good road condition and other basic community infrastructures.
4. The community is willing to join the National Homestay Program.
5. There is a dearth of commercial accommodation facilities in the area to service tourists.

**b. HOME FACILITIES**

1. Structures are of durable building materials and are in good, presentable condition.
2. The surroundings are pleasant and clean.
3. There shall be at least one (1) adequately furnished guestroom to accommodate paying visitors.
4. The following shall be available:
  - Extra Bed/s
  - Adequate lighting system
  - Running water or, if not available, adequate supply of water
  - Clean and well maintained toilet and bathroom facilities
  - Meals at reasonable price
  - Electric fan or other means of ventilation.

**CHAPTER VIII  
STANDARD REQUIREMENTS FOR REST AREAS IN GASOLINE STATION**

- a. **LOCATION** – The locality and environs including approaches shall be pleasant with proper ingress and egress and shall be located along a major highway or road.
- b. **PARKING** – There shall be adequate parking area for customers.
- c. **RESTROOM** – There shall be a restroom with adequate, clean and well-maintained toilet and washing facilities. Tissue paper, soap, hand paper/ towel shall also be provided.
- d. **SIGNAGE** – There shall be a restroom signage visible from major approaches and which shall be well-illuminated at night.
- e. **SERVICE AND STAFF** – Adequate number of well - trained, properly groomed, efficient and courteous staff shall be employed. They shall wear clean uniforms at all times.
- f. **GASOLINE STATION** – The gasoline station shall be clean and well-maintained. It shall also be well-illuminated at night.

- g. **SUNDRIES SHOP** – There shall be an adequate stocked sundries shop which shall be clean and well-maintained.

**CHAPTER IX  
GENERAL RULES ON THE OPERATION AND MAINTENANCE OF TOURISM-RELATED  
ESTABLISHMENTS**

**SECTION 1. FIRE-FIGHTING FACILITIES.** Fire-fighting facilities shall be provided in accordance with the SBMA Rules and Regulations and the Fire Code of the Philippines.

**SECTION 2. MAINTENANCE.** All facilities of the establishment concerned shall be properly maintained at all times. A periodic vermin control program shall be conducted.

**SECTION 3. AIR-CONDITIONING/VENTILATION.** All enclosed areas of the establishment concerned shall be fully air-conditioned or well-ventilated.

**SECTION 4. PROHIBITED ACTS AND PRACTICES.**

- a. No pets or animals shall be allowed
- b. Ambulant vendors shall be prohibited from peddling their wares within the premises.
- c. All forms of gambling, drunkenness or disorderly conduct of any kind shall be prohibited in the establishments and within its immediate premises.
- d. Keepers, managers or operators shall exert all possible efforts not to permit any person whom they know or have reason to believe to be either prostitute, pedophile or questionable character to use the establishment for purpose of immoral / illegal activities, they shall immediately report to the nearest police station.

**CHAPTER X  
APPLICATION FOR CLASSIFICATION**

**SECTION 1. FILING OF APPLICATION.** Any person, partnership, corporation or other entity desiring to secure a Certificate of Rating of Classification from the Tourism Standards, shall accomplish in triplicate and file with the Tourism Standards the application form prescribed for such purpose.

**SECTION 2. SUPPORTING DOCUMENTS TO BE SUBMITTED TOGETHER WITH THE APPLICATION.** Unless otherwise indicated in the form, the application shall be accompanied by three (3) copies of the following documents:

- a. In the case of corporation or partnership, a certified true copy of the Articles of Incorporation, its by-laws, Articles of Partnership and Amendments thereof, duly registered with the

Securities and Exchange Commission (SEC), and Business Name Certificate; in case of Single Proprietorship, Business Name Certificate and Amendments thereof, if any

- b. Applicant's latest Income Tax Return and Audited Financial Statement sheets for the preceding year of its operation (Not applicable for new establishment);
- c. List of the names of all officials and employees and their respective designations, nationalities, home address; for alien personnel – Subic Special Working Visa (SSWV)/ Subic Special Investors Visa (SSIV) from LRLD.
- d. Permit To Operate (PTO) or Certificate of Registration and Tax Exemption (CRTE)
- e. Such other documents as may be required from time to time by the Tourism Standards.

**SECTION 3. CREATION OF AN INSPECTION TEAM OF THREE (3) OFFICIALS.** After the application has been filed, the Tourism Standards, shall create an inspection team composed of three (3) members, two from SBMA and one from the Department of Tourism.

**SECTION 4. OCULAR INSPECTION OF ESTABLISHMENT AND ITS IMMEDIATE PREMISES.** Upon receipt of its Mission Order, the inspection team shall conduct an ocular inspection of the establishment and its immediate premises for the purpose of determining whether it meets the standards set by the Tourism Standards in coordination with the Department of Tourism.

**SECTION 5. CHECKLIST TO BE ACCOMPLISHED DURING OCULAR INSPECTION OF ESTABLISHMENT.** The team shall provide itself with a set of checklist of the requirements for the establishment.

**SECTION 6. ALL OBSERVATIONS OF THE APPLICANT TO BE ENTERED IN THE CHECKLIST.** Any observation of the applicant or its duly authorized representative present at the time of inspection on any adverse finding of the team shall be entered in the checklist. The applicant shall then be furnished with a copy of the accomplished checklist.

**SECTION 7. REPORT OF THE TEAM.** Within five (5) working days from the date of the inspection of the establishment and its immediate premises, the team shall render a report of its findings and/or recommendations.

**SECTION 8. ISSUANCE OF CERTIFICATE OF CLASSIFICATION.** If the applicant has satisfactorily complied within the minimum prescribed requirements, the Tourism Standards shall then issue the Certificate of Classification in favor of the applicant.

**SECTION 9. VALIDITY OF CERTIFICATE OF REGISTRATION FOR CLASSIFICATION.** The certificate of registration for classification shall be good and valid for a period of one (1) year from the date of issue, unless sooner revoked or cancelled by the Tourism Standards.

**SECTION 10. CLASSIFICATION FEES.** An annual fee according to each category as listed below shall be collected from the applicants that have complied with the requirement for Classification.

<b>RESTAURANT</b>		
Class "AAA" ( Fine Dining Restaurant ) .....		Php 1000.00
Class "AA" ( Specialty Restaurant ) .....		Php 750.00
Class "A" (Coffee Shop, Bar, FastFood, Kiosk) .....		Php 500.00
HOMESTAY .....		Php 750.00
 <b>TOURIST LAND TRANSPORT</b>		
BUS .....		Php 500.00
COASTER .....		Php 300.00
VAN .....		Php 200.00
CAR .....		Php 150.00
 TOURIST WATER TRANSPORT .....		 Php 1400.00
TOURIST AIR TRANSPORT .....		Php 1400.00
 SPA CENTER .....		 Php 1000.00
TOUR OPERATOR .....		Php 1400.00
PROFESSIONAL CONGRESS ORGANIZER .....		Php 700.00
SPORTS AND RECREATIONAL CLUB ORGANIZATION .....		Php 500.00
REST AREA/ GASOLINE STATION .....		Php 500.00
DUTY FREE/ DEPARTMENT STORES/ SHOP .....		Php 1000.00
 <b>ADDITIONAL :</b>		
PLAQUE	-	Php 1000.00
 STICKER		
BIG	-	Php 200.00
SMALL	-	Php 100.00
 I.D. Tourism Standards	-	 Php 100.00

**SECTION 11. RENEWAL OF CLASSIFICATION.** The certificate of classification shall be renewed on or before its date of expiration.

**SECTION 12. DOCUMENTS REQUIRED FOR APPLICATION FOR RENEWAL OF CLASSIFICATION.** The application for renewal of classification shall be supported by the following documents:

- a. A copy of the amended or revised Articles of Incorporation or Articles of Partnership and by-laws, if applicable.
- b. The list and information sheets of additional personnel, if any including any change in the manpower complement of the company.
- c. Audited Financial Statements and Income Tax Return covering the preceding year's operation; provided, that if this requirement is not available at the time of renewal, the same shall be submitted not later than April 30 of the current year; and
- d. Permit To Operate (PTO) or Certificate of Registration and Tax Exemption (CRTE).

**CHAPTER XI  
SUPERVISION OF CLASSIFIED ESTABLISHMENTS**

**SECTION 1. DISPLAY OF CERTIFICATE OF CLASSIFICATION.** The Certificate of Classification shall be displayed in a conspicuous place of the establishment.

**SECTION 2. NON-TRANSFERABILITY OF CERTIFICATE OF CLASSIFICATION.** The classification shall not be transferable.

**SECTION 3. PERIODIC INSPECTION.** When necessary or when public good dictates, the Tourism Standards may send an inspection team to the establishment for the purpose of finding out whatever it is being kept and/ or managed in a manner conformable to the standards set by the SBMA and DOT. The inspection shall be conducted at a reasonable time of the day with due regard and respect accorded to the right to privacy of the concerned parties.

**SECTION 4. FAILURE TO REMEDY THE DEFECTS AND DEFICIENCIES.** If the management fails to remedy the defects and deficiencies, the Tourism Standards will re-classify the establishment and rate at the next lower classification and/ or lowest classification.

**SECTION 5. NON-COMPLIANCE WITH TOURISM STANDARDS.** If the management fails to comply with the minimum requirements set by the Tourism Standards, it shall not be entitled to the privileges and incentives given to classified establishments. SBMA has the right to hold its PTO/CRTE unless it complies with the minimum requirements set by the Tourism Standards.

**SECTION 6. LIABILITY OF KEEPERS/ MANAGERS OR THE AUTHORIZED PERSON FOR ACTS OF OMISSION OF ITS EMPLOYEES.** Without prejudice to the provisions of existing laws, keepers/managers and their assistants shall be administratively liable for the acts or omissions of any staff committed against any member or guest. They may, however, be exempt from liability if they could establish that they have exercised the diligence of a good father of the family in the supervision of the erring employee.

**CHAPTER XII**  
 **GROUNDS FOR CANCELLATION OF CLASSIFICATION**

**SECTION 1. GROUNDS FOR CANCELLATION OF CLASSIFICATION.** Any of the following acts or omissions shall be sufficient ground for cancellation of classification:

- a. Making any false declaration or statement or making use of any such declaration or statement or any document containing the same or committing fraud or any act of misrepresentation for the purpose of obtaining the grant of classification.
- b. Failure to maintain the standards and requirements for classification as prescribed in this Rules;
- c. Violation or non-compliance with any provisions of this rules, promulgated orders, decisions and circulars issued by the Tourism Standards, the Department of Tourism and other concerned agencies; and
- d. Any other act or omission that works against the interest of the Tourism Industry.

**CHAPTER XIII**  
 **MISCELLANEOUS PROVISIONS**

**SECTION 1. SEPARABILITY CAUSE.** The provisions of this Rules are hereby declared separable, and in the event that anyone or more such provisions are declared invalid, the validity of all other provisions shall not be affected thereby.

**SECTION 2. REPEALING CAUSE.** All existing Rules and Regulations or Circulars issued by the Tourism Standards and the Department of Tourism on the operations of Tourism-Related Establishments subject of these rules which are inconsistent with the provisions of these rules and regulations are hereby repealed and superseded accordingly.

**SECTION 3. EFFECTIVITY.** These Rules and Regulations shall take effect immediately.

Approved and promulgated this \_\_\_\_ of \_\_\_\_\_ 2007 at **Subic Bay Freeport Zone, Philippines.**

**Prepared by:**

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**Attested by:**

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Subic Bay Metropolitan Authority

**(SGD.)FELICIANO G. SALONGA**

Head of Agency and Chairman of the Board  
Subic Bay Metropolitan Authority

(Reference DOT Guidelines)  
file/maa

## **INCENTIVES TO SBMA/ DOT CLASSIFIED ESTABLISHMENTS**

- Philippine Visitors and Convention Corporation (PCVC) Membership endorsement and inclusion in its marketing and promotional programs
- Issuance of Tourism Standards, SBMA/ DOT Cards to Bonafide employees
- Technical/ Security Facilitation support or assistance
- Endorsement to embassies and travel trade associations for utilization of establishment's facilities and services.
- Free Ads Permit of one (1) streamer/ tarpaulin for 15 days/ quarterly at a designated area on a scheduled basis.
- Free one (1) major event permit and two (2) minor event permit per annum.
- Free Maximum of five (5) pax for an ocular tour/ inspection at SBMA/ FSC Tourism Facilities.
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## **ADDITIONAL INCENTIVES TO SBMA/ DOT CLASSIFIED ACCOMODATION ESTABLISHMENTS**

- Endorsement to Ninoy Aquino International Airport (NAIA) and other international airports for issuance of access passes to qualified personnel.
- Endorsement to Commission on Elections (COMELEC) for exemption from liquor ban during election-related events.

## **ADDITIONAL INCENTIVES TO SBMA/ DOT CLASSIFIED RESTAURANTS**

- Endorsement to the COMELEC for exemption from liquor ban during election-related events.

## **ADDITIONAL INCENTIVES TO SBMA/ DOT CLASSIFIED TOUR OPERATORS**

- Endorsement to Ninoy Aquino International Airport (NAIA) and other international airports for issuance of access passes to qualified personnel.

## **ADDITIONAL INCENTIVES TO SBMA/ DOT CLASSIFIED TOURIST TRANSPORT OPERATORS**

- Exemption from Metro Manila Development Authority's (MMDA) Unified Vehicular Volume Reduction Program (UVVRP)

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