

TRAVEL ADVISORY

National Consultation Workshop on the Draft Guidelines on the Imposition of Administrative Fines and Penalties, Including the Assessment of Damages in Protected Areas, and the Draft Rules of Procedures on Administrative Adjudication in Protected Areas

1. Schedule and Venue

The National Consultation Workshop on the Draft Guidelines on the Imposition of Administrative Fines and Penalties, Including the Assessment of Damages in Protected Areas, and the Draft Rules of Procedures on Administrative Adjudication in Protected Areas will be held on **5-8 June 2023** in **Tagaytay City, Cavite**.

2. Confirmation of Attendance

Participants per DENR Special Order No. 2023-____ dated ____ are required to confirm their attendance by submitting the attached **Confirmation Slip** to the National Parks Division, BMB either through fax at (02)925-8947, or email at npd@bmb.gov.ph copy furnished jober.bandol@bmb.gov.ph and pmrrazon@gmail.com. Submission of confirmation slips shall be the basis for accommodation.

3. Arrival and Departure Date

Participants will be accommodated at the venue from 5-8 June 2023. Participants may already check-in starting 2:00 PM on 5 June 2023 and must check out at 12:00 NN on 8 June 2023.

4. Transportation

Transportation from the BMB Office to the venue will be provided by the BMB, while other related travelling expenses of the participants during the consultation workshop shall be charged against their respective offices subject to the usual accounting and auditing rules and regulations. Kindly indicate in your respective confirmation slips or coordinate with us through npd@bmb.gov.ph whether you will avail of the provisional shuttle.

5. Attire

Participants are advised to wear comfortable smart casual attire during the entire duration of the event.

6. Meals

Meals and snacks will be served at regular intervals as indicated in the Program. Food and drinks requested separately in addition to the regular meals served will be charged to the personal account of the participants.

7. Health and Safety Protocols

Participants should observe the minimum standards on health and safety protocols against COVID-19 and please bring your vaccination cards.

8. Incidentals

Incidentals such as room service, laundry, in-house phone calls, mini-bar drinks, etc. will be charged to the personal account of the participant and must be settled before checking. The Organizers will not be responsible for any unsettled account.

9. Other Details and Queries

For further queries, you may call the National Parks Division at **(02)925-8947** or contact Mr. Jobert John Bandol and Ms. Princess Mariel Razon of the National Parks Division, BMB thru email at jobert.bandol@bmb.gov.ph and pmrrazon@gmail.com.