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DOT-DA JOINT MEMORANDUM CIRCULAR NO. 2020-002
RULES AND REGULATIONS GOVERNING THE ACCREDITATION
OF FARM TOURISM CAMPS

WHEREAS, on 24 June 2004, the Department of Tourism (DOT) issued the *2004 Rules and Regulations to Govern the Accreditation of Agri-Tourism/Farm Sites*;

WHEREAS, subsequently, Republic Act No. 9593 or the *Tourism Act of 2009* institutionalized the mandate of DOT as the primary planning, programming, coordinating, implementing and regulatory government agency in the development and promotion of the tourism industry;

WHEREAS, Section 6 (I) of R.A. No. 9593 empowers DOT to formulate and promulgate, in consultation with the LGUs, the private sector industries and other tourism stakeholders, rules and regulations governing the operation and activities of all tourism enterprises, including but not limited to a national standard for licensing, accreditation and classification of tourism enterprises, prescribing therein minimum levels of operating quality and efficiency for their operation in accordance with recognized international standards, impose reasonable penalties for violation of accreditation policies;

WHEREAS, Republic Act No. 10816 or the *Farm Tourism Development Act of 2016* embodies the declared policy of the State to provide policy and enabling environment for the encouragement, development, and promotion of farm tourism in the country;

WHEREAS, Section 10 of R.A. No. 10816 states that DOT and the Department of Agriculture (DA) shall jointly promulgate and enforce the standards and guidelines on the accreditation of farm tourism camps;

WHEREAS, there is a need to revise the *2004 Rules and Regulations to Govern the Accreditation of Agri-Tourism/Farm Sites* to harmonize it with the provisions of R.A. No. 10816 and other existing relevant laws, and rules and regulations;

NOW, THEREFORE, based on the foregoing, these Rules and Regulations Governing the Accreditation of Farm Tourism Camps are hereby issued:

I. GENERAL PROVISIONS

Section 1. Short Title. – This Circular shall be known as the “*Rules and Regulations Governing the Accreditation of Farm Tourism Camps*”.

Section 2. Definition of Terms. For purposes of these Rules and Regulations, the following term:

- a. “**Accreditation**” refers to a certification issued by the Department of Tourism to a tourism enterprise that officially recognizes it as having complied with the minimum standards for the operation of tourism facilities and services.
- b. “**Agricultural crops**” refers to cultivated plants of which products are harvested at some point in their growth stage intended for human consumption. It includes, but are

not limited to, rice, corn, cacao, vegetables, fruits, fiber crops, root crops, and ornamental plants.

- c. **“Animal production”** refers to the activity of raising domestic or domesticated animals or organisms including bovine, ovine, porcine, caprine, equine, poultry, and bees, for food or in the production of food or other agricultural products. The products of hunting or fishing of wild animals shall not be considered part of this definition.
- d. **“Aquaculture”** refers to fishery operation involving the breeding and farming of fish and other fishery species in fresh, marine and brackish water areas.
- e. **“Camping”** refers to a recreational activity in which participants take up temporary residence in the outdoors, usually using tents.
- f. **“Day Farm”** refers to farms ideal for day visits which may be in the form of farm tour, farm work experience, farm restaurant, pick and pay, etc.
- g. **“Demonstration Farm”** shall refer to a farm that serves mainly as a research or demonstration site of numerous agricultural techniques which are usually owned and operated by educational and government institutions (i.e. Department of Agriculture-Agricultural Training Institute, local government units, agricultural universities).
- h. **“Direct Agricultural Sales”** shall refer to the sale of farm crops or livestock grown on the farm or other farm operations in the local agricultural area, including the sale of retail incidental items and fee-based activity to promote the sale of farm crops or livestock sold at the farm stand.
- i. **“Farm Owner”** shall refer to the registered owner of the land utilized as a farm, or the possessor of a farm by virtue of a lease agreement or similar legal instrument.
- j. **“Farm Product/s”** shall refer to fresh and processed products of the farm.
- k. **“Farm Resorts”** refers to farms that offer accommodation and dining services, for the purpose of participating in or enjoying interactive on-farm activities and other attractions offered to enrich tourist’s farm life experience. Farm Resorts were previously given accreditation pursuant to the *Rules and Regulations to Govern the Accreditation of Agri-tourism/Farm Sites*.
- l. **“Farm Stays”** refers to farms that offer accommodation and meals for guests who stay for the purpose of participating in or enjoying interactive on-farm activities and other services offered to enrich the farm life experiences. It may be in the form of a farm house, farm lodge, cabana, etc.
- m. **“Farm Tourism”** shall refer to the practice of attracting visitors to farm areas for production, educational and recreational purposes. It involves any agricultural or fishery-based operation or interactive on-farm activities and provides a venue for outdoor recreation and accessible family outings to enrich the tourists’ farm life experience.
- n. **“Farm Tourism Activities”** shall refer to a range of recreational activities offered in a farm tourism camp for learning and educational purposes, such as cooking, arranging flowers, planting, fishing, etc.
- o. **“Farm Tourism Camp”** shall refer to any farm area that accepts visitors to get involved in farm activities and to enjoy and learn rural life style.



- p. **“Farm Tourism Operator”** refers to any person, company or recognized group, who is the registered owner or over-all in charge of a Farm Tourism Camp, and/or one or more farm tourism activity within the Farm Tourism Camp.
- q. **“Glamping”** otherwise known as glamorous camping, shall refer to a form of camping where accommodation facilities are more luxurious than a traditional camping tent.
- r. **“Good Agricultural Practice (GAP) Certification”** refers to a certification issued by DA or a DA-accredited certifying body that an individual, partnership/joint venture, cooperative, corporation, association/organization, or a demonstration farm of government, academic and/or research institution is compliant with the minimum requirements set in the relevant Philippine National Standard (PNS) Code of Good Agricultural Practices (GAP) for the subject commodity.
- s. **“Good Animal Husbandry Practice (GAHP) Certification”** refers to the certification issued by DA or a DA-accredited certifying body that an individual, partnership/joint venture, cooperative, corporation, association/organization, or a demonstration farm of government, academic and/or research institution is compliant with the general principles of good practice and the minimum requirements in the commercial or backyard rearing/farming of animals for food use.
- t. **“Good Aquaculture Practice (GAqP) Certification”** refers to the certification issued by DA or a DA-accredited certifying body that an individual, partnership/joint venture, cooperative, corporation, association/organization, or a demonstration farm of government, academic and/or research institution is compliant with Philippine National Standard Code of Good Aquaculture Practices and other regulatory requirements.
- u. **“Guest”** shall refer to any person travelling to a place other than that of his/her usual environment (usual place of residence) for less than 12 months and whose main purpose of trip is other than the exercise of an activity remunerated from within the place visited.
- v. **“In-house/proprietary guards”** refers to individuals employed by Farm Tourism Camp owners or operators to provide peace and security in the Farm Tourism Camp. In-house/proprietary guards are covered by an employment contract, and not an outsourcing agreement.
- w. **“Participatory Guarantee System Certification”** refers to the certification issued by a locally-based community organization, people’s organization or a non-governmental organization that an individual, partnership/joint venture, cooperative, corporation, association/organization, or a demonstration farm of government, academic and/or research conforms to or is compliant with the organization’s internal standards.
- x. **“Third-Party Organic Certification”** refers to the certification issued by a DA-accredited Organic Certifying Body (OCB) that an individual, partnership/joint venture, cooperative, corporation, association/organization, or a demonstration farm of government, academic and/or research institution conforms or compliant with applicable Philippine National Standards (PNS) relevant to organic agriculture and other regulatory requirements.

Section 3. Scope and Coverage. This Circular shall apply to the accreditation of all Farm Tourism Camps in the country.



II. CATEGORIES OF FARM TOURISM CAMP

Section 4. Categories of Farm Tourism Camp. For purposes of accreditation, Farm Tourism Camp shall be categorized as follows:

- a. Day Farms; or
- b. Farm Stays.

III. LEVELS OF ACCREDITATION

Section 5. Regular Accreditation. Regular Accreditation shall be issued to a Farm Tourism Camp found to be compliant with the minimum standards (both physical and documentary requirements) for the operation of tourism facilities and services.

Section 6. Premium Accreditation. Premium Accreditation shall be issued to a Farm Tourism Camp found to be compliant with the minimum standards (both physical and documentary requirements) under Regular and Premium Accreditation.

Section 7. Validity of Accreditation. The Certificate of Accreditation for Regular and Premium Accreditation shall be valid for two (2) years from the date of issue, unless sooner revoked by the DOT.

IV. MINIMUM STANDARD REQUIREMENTS FOR ACCREDITATION

Section 8. Pre-Entry Requirements: To be eligible for accreditation, the Farm Tourism Camp must be:

- a. Involved in the cultivation of, or continuously producing any of the following:
 - i. Agricultural Crops;
 - ii. Animals; or
 - iii. Aquaculture products
- b. Situated in a generally safe and peaceful location
- c. Accessible through local intermodal public transportation, such as jeepneys, tricycles, habal-habal, etc.
- d. Have access to facilities such as roads, electricity, water, and communication services;
- e. Primarily involved in farm production, and not accommodation services as its main business.

Section 9. Minimum Requirements Common for Day Farms and Farm Stays. The following are the minimum facilities, services and amenities of a Farm Tourism Camp, in addition to the existing facilities necessary for its regular operation:

- a. **Farm Size.** The minimum aggregate land area of the Farm Tourism Camp shall be as follows:
 1. Day Farm – 1,500 sqm
 2. Farm Stay – 3,000 sqm

The minimum size requirement shall not apply to Farm Tourism Camps that have already been accredited or have applied for accreditation prior to the implementation of these Rules.

Small contiguous farms that share common facilities may be allowed accreditation provided that such farms are located within one community or barangay, and comply with both physical and documentary requirements for accreditation. Consideration shall be given to farms separated by small lots in between them.

Farmers with small contiguous farms wishing to apply for accreditation shall form a cooperative or farmers' association in order to meet the minimum land area requirement.

- b. **Signage.** Clearly visible signage within the Farm Tourism Camp shall be set up at strategic locations. Such signage shall indicate the business name, safety instructions, directions, information on crops and their cultivation, health information on the nutritional contents of the crop, animal characteristics, if any, etc.
- c. **Reception/Information Counter.** There shall be a reception or information counter where guests can inquire about the farm's services (i.e. tours, activities, accommodations, etc.). It shall be manned by trained and knowledgeable staff for at least eight (8) hours for Day Farms.
- d. **Parking.** There shall be a parking area for guests with designated drop off/loading area for buses and other public as well as private vehicles. A separate parking space for Persons with Disability shall also be provided.
- e. **Walking trails/Walkways.** There shall be trails between attractions/facilities with clear signage directing guests to the areas they wish to visit. Walkways shall have provisions for easy access of Persons with Disability on wheelchairs and scooters, senior citizens and small children.
- f. **Dining facility or Restaurant (optional for a regular Day Farm).** There shall be a dining facility for guests within the farm's premises offering farm produce.
- g. **Multi-Purpose Area.** Clean and well-maintained area for guests' briefing, group gathering, meetings, functions and recreation shall be provided. Drinking water (complimentary or for sale) in refillable containers and drinking glasses shall be available in this area.
- h. **Farm shop/Mini Trading Area.** There shall be a farm shop or mini trading post where guests can purchase the farm's produce (fresh or processed), locally produced items representing the farm or the region and/or negotiate for possible business partnerships or transactions.
- i. **Demonstration Area.** There shall be a demonstration area, sheltered or unsheltered where tourists can witness showcase of agricultural techniques, green technologies, raw farm product processing into sellable goods and/or food processing demonstrations employed by the farm.
- j. **PWD-Friendly Facilities.** Apart from the walking trails/walkways, areas allowed to be accessed by Persons with Disability such as rooms (for farm stay), dining area, etc. shall be provided with PWD-Friendly facilities in accordance with Batas Pambansa Blg. 344.
- k. **Farm Guide.** Trained farm guides shall accompany the tour group during the entire conduct of the farm tour and shall provide information on farm operations, processes, products and other unique features of the farm.
- l. **Sanitation.** The following sanitary facilities shall be provided:
 1. **Wash Areas-** There shall be designated wash areas within the Farm Tourism Camp separate from the toilet facilities with ample supply of clean water and



amenities such as soap, paper towel or tissue paper which shall be replenished regularly.

2. **Restrooms.** There shall be separate, clean, presentable and properly functioning restrooms for male and female, provided with adequate supply of clean water, soap and toilet paper and bag hooks or space for placing guests' personal belongings.
 3. **Garbage Bins.** There shall be appropriate and properly labeled garbage bins with lid in visitor transit points such as reception area, dining area, farm shop, activity areas and other public areas of the farm.
 4. **Waste Management.** Waste segregation, recycling, composting and other sustainable methods and techniques shall be implemented. Non-biodegradable wastes shall be disposed of properly. Standard sewage system shall also be in place. Wastewater generated from farm operations shall be managed conformable to the quality standards set by the Department of Environment and Natural Resources – Environmental Management Bureau (DENR – EMB).
- m. **Security.** To ensure security in the Farm Tourism Camp, the following shall be available:
1. **Security Personnel and Other Security Measures.** Security personnel shall be on duty at least on a 12-hour basis to ensure the safety of guests. Security personnel employed by the farm may be a licensed security guard from a security agency or an in-house/proprietary guard. Assistance of barangay tanod/local enforcement personnel may likewise be obtained for the provision of additional security in the area. The installation of CCTV cameras or other surveillance equipment (electronic sensors - motion detectors, door alarms, glass break sensors, etc.) in strategic locations of the farm is encouraged,
 2. **Lighting.** All areas including walkways/walking trails, stairs or steps, parking, etc. shall be properly and adequately lighted.
 3. **“Off Limit” Areas.** “Off Limit” areas shall be clearly demarcated. Access to these areas shall be roped-off or blocked. Public areas shall be specifically designated.
 4. **Internal communication facilities.** There shall be a functional landline/mobile phone/intercom/two-way radio or any communication device/system (e.g. color-coded flags to be waved/raised when an emergency occurs) within the farm.
 5. **Emergency phone numbers.** Internal, fire, clinics/hospitals, animal bite center, law enforcement emergency phone numbers and telephone numbers of barangay/community leader's house or barangay halls shall be posted in strategic areas of the Farm Tourism Camp for emergency purposes.
- n. **First Aid Kit.** A readily accessible and well-stocked first aid kit with complete medical supplies, such as gauze and plaster/bandage, wound spray / cleanser, alcohol and medicines for allergies, fever, diarrhea, cuts, wounds and insect bites shall be available at all times.
- o. **Personal Protective Gears.** Appropriate personal protective gears shall be made available, free of use for the different farm activities (e.g. boots for planting, hats, umbrellas, raincoats, etc.)



- p. **Fire Fighting Equipment and Fire Prevention Measures.** The Farm Tourism Camp shall have the following fire prevention measures:
1. Fire extinguishers shall be installed in strategic areas such as farm stay, office, cooking areas, storage areas, vehicles and major farm equipment;
 2. Any fire alarm device (e.g. bell, siren, whistle, heat and smoke detector, etc). shall also be made available and checked regularly.
 3. A no smoking policy within the farm shall be strictly enforced.
- q. **Storage area.** There shall be separate storage area that can be locked and accessible only to authorized farm personnel for unused farm tools and equipment, chemicals (i.e. fertilizers, pesticides and fuels) and other farm supplies (i.e. loose grains, bags of feed, etc.). Chemicals and pesticides shall be properly labeled.
- r. **Farm Equipment.** Farm equipment shall never be left running unattended and shall have proper parking or storage areas. Farm equipment purposely out on display, shall be provided with barricade safety zones and roped-off from visitors.
- s. **Farm animals (if any).** Farm animals shall be secured, properly fenced and kept within a distance from the visitors.
- t. **Pest Control Protocol.** An integrated pest management shall be controlled.

Section 10. Additional Facilities, Services and Amenities of a Camping Site. In case a Farm Tourism Camp opts to offer the area to campers for overnight camping, the following amenities and services must be available in addition to the requirements under Sections 8 and 9 (a-t):

- a. Tent platform (optional)
- b. Water access
- c. Picnic tables
- d. Fire pit or grill
- e. Shower block/area
- f. Trash bin

Section 11. Specific Facilities, Services and Amenities of a Farm Stay. In addition to the requirements under Sections 8 and 9 (a-t), a Farm Stay must have the following:

- a. **Accommodation Facilities.** The Farm Stay shall have accommodation facilities which may be in any of the following forms of accommodation:
1. Farm House
 2. Bed and Breakfast
 3. Cottage
 4. Tree house
 5. Cabana
 6. Glamping Camp
 7. Other similar accommodation establishments
- b. **Other Facilities, Services, and Amenities.** Farm Stays must have the following requirements:



REGULAR ACCREDITATION	PREMIUM ACCREDITATION¹	POINTS
ACCOMMODATION/BUILDING MATERIALS		
GUESTROOM		
Comfortable beds with clean mattresses and fresh linen		
One pillow with cover per guest		
Locking doors		
Potable water and drinking glass in room or available upon request	Complimentary drinking water in dispensers or refillable water bottles and one glass per guest	3
Clothes hook	Clothes hanger	1
Chair	Mirror	1
Electrical outlet	Mosquito net/ coil/ off lotion/any insect repellent	3
Adequate lighting	Flashlight or emergency light	3
Proper ventilation	Electric fan/ceiling fan	3
Clean and non-slippery floors	Slippers	2
	Complimentary fruits or beverage (fruit juice, coffee or tea) in room	2
Emergency evacuation/fire exit plan posted in all rooms	Trashbin	2
TOILET AND BATHROOM		
Attached or shared bathroom. For shared bathroom, ratio is one (1) for every four (4) guests	Attached toilet and bath	5
Clean toilet and bath with adequate supply of clean water		
Pail and water dipper/shower	Hot and cold shower	3
Soap and tissue paper	Shampoo	2
Clean bath towel per guest		
Mirror		
Hooks for hanging towels, etc.	Shelf, ledge, rack or any platform to place clothes, personal toiletries and other essentials	2
Trashbin		
DINING FACILITY/RESTAURANT		
Offers farm Produce	Offers farm produce and serves breakfast	3
SERVICE AND STAFF		
Reception/information Counter manned by trained and knowledgeable staff for at least 12 hours	Provides room service	2
	Staff wear uniform	3
TOTAL		40 pts

Section 12. Additional Facilities, Services and Amenities of a Glamping Camp. A Farm Stay that offers glamping camp accommodation must have the following:

- a. Air-conditioned room (optional)

¹ Note: Premium accreditation may only be issued upon compliance with all the requirements of regular accreditation and at least eighty percent (80%) of the total points allotted for premium accreditation

- b. Cabinet/dresser in the room
- c. Cooking area with the following amenities
 - c.1. Countertop
 - c.2. Refrigerator
 - c.3. Kitchen Equipment and utensils
 - c.4. Crockery, cutlery and glassware

Section 13. Farm Tourism Activities. The Farm Tourism Camp shall offer any of, but not limited to the following activities:

- a. Direct Agricultural Sales
 - a.1. Pick and Pay
 - a.2. Retail farm stand including floral products
 - a.3. Made on site foods
 - a.5. Agriculture-related crafts/gifts
 - a.6. Others
- b. Educational Activities/Experience
 - b.1. Farm tours
 - b.2. Farm work experience
 - b.3. Food processing demo (e.g. cheese production, homemade pickles, vegetable salad, etc.)
 - b.4. Cooking demo
 - b.5. Flower arrangement
 - b.6. Food and Beverage Tasting
 - b.7. Herbal medicine production
 - b.8. Others
- c. On-farm entertainment
 - c.1. Petting zone
 - c.2. Animal feeding
 - c.3. Animal farm rides
 - c.4. Animal drawn cart rides
 - c.5. Farm photography (e.g. corn maize, paddy, etc.)
 - c.6. Events (e.g. Agriculture, Food and Craft Shows, Harvest Festivals)
 - c.7. Others
- d. Accommodation/Hospitality Services
 - d.1. Camping
 - d.2. Picnicking
 - d.2. Weddings and receptions
 - d.3. Bed and breakfast/farm stay/farm vacation
 - d.4. Fish spa/therapy
 - d.5. Others
- e. Outdoor recreation
 - e.1. Fishing
 - e.2. Birdwatching
 - e.3. Hiking
 - e.4. Biking
 - e.5. Others

V. ACCREDITATION PROCEDURES

Section 14. Eligible Applicants for Farm Tourism Camp Accreditation. Any of the following Farm Owners may apply for Farm Tourism Camp Accreditation:

- a. Resident Filipino citizen;
- b. Partnerships or joint ventures, at least 60% of its capital is owned by a Filipino citizen;
- c. Cooperatives, Associations, or Organizations; and
- d. Corporations, at least 60% of the subscribed common or voting shares of stock is owned by Filipino citizens and the composition of its Board of Directors being at least 60% Filipinos.

Demonstration farms of government, academic and/or research institutions may likewise apply for Farm Tourism Camp Accreditation.

Section 15. Filing. The application form prescribed for Farm Tourism Camp Accreditation must be accomplished and filed with the DOT-Regional Office where the Farm Tourism Camp is located.

Section 16. Documentary Requirements for Accreditation

16.1 **Requirements for New Application for Accreditation.** Unless otherwise indicated in the form, the application must be accompanied by the following documents:

CATEGORY	REGULAR	PREMIUM
Day Farm and Farm Stay	Valid Mayor's permit issued by the LGU where the farm tourism camp is located.	
	For Demonstration farms of government, academic and/or research institutions, Appropriate Government Permit and / or proof of legal instrument that the land is being allocated for farm tourism use (e.g. Special Power of Attorney by the government unit owning or operating a farm tourism camp that authorizes the use of the said farm for farm tourism activities)	
	Valid DTI's Business Name Registration (for single proprietorship), SEC Registration (for Corporation, POs, Institutions/Foundations, Rural-Based Organizations (RBOs), Cooperative Development Authority Registration (for Cooperatives).	
	Other documents that may be required under existing laws, and rules and regulations.	

CATEGORY	REGULAR	PREMIUM		
		Any of the following Certifications: <ol style="list-style-type: none"> 1. Good Agricultural Practice (GAP) Certification 2. Good Animal Husbandry Practice (GAHP) Certification 3. Good Aquaculture Practices (GAqP) Certification 4. Participatory Guarantee System Certification 5. Third-Party Organic Certification 		
Farm Stay	In addition to the requirements indicated above, a Farm Stay must also submit the following: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Valid Comprehensive General Liability (CGL) Insurance Policy with a minimum coverage of P250,000.00</td> </tr> <tr> <td>Permits from other government agencies (DENR, FDA Certification for processed farm products), if applicable</td> </tr> </table>		Valid Comprehensive General Liability (CGL) Insurance Policy with a minimum coverage of P250,000.00	Permits from other government agencies (DENR, FDA Certification for processed farm products), if applicable
Valid Comprehensive General Liability (CGL) Insurance Policy with a minimum coverage of P250,000.00				
Permits from other government agencies (DENR, FDA Certification for processed farm products), if applicable				

16.2 Requirements for Renewal. Upon filing of application for renewal, the following documents must be submitted by the applicant, in addition to the requirements for new application, under Section 16.1.

CATEGORY	REGULAR	PREMIUM
Day Farm and Farm Stay	Valid Certificate or Proof of Training of at least two (2) staff (in-house farm guide and a permanent staff) on First aid / Basic Life Support /CPR (Cardio Pulmonary Resuscitation) conducted by DOT and DOLE Recognized Training Providers (DOH, PRC, BFP and TESDA)	Proof of completion by the operator/staff of a 12-hour farm-tourism related course conducted by DOT/DOT recognized associations, organizations, institutions, academe, concerned LGUs or other government agencies, completed within the last two (2) years. (e.g. Orientation on Developing Farms for Farm Tourism, Filipino Brand of Service, Tour product Development, Community-Based Kulinarya, Vermicomposting, Landscaping, Organic Vegetable Production and Processing, etc.)

Section 17. Evaluation of Supporting Documents. The assigned DOT-Accreditation Officer shall evaluate the application as to the completeness and correctness of the documentary requirements submitted. Applicants with complete and correct documents shall be scheduled for ocular inspection within three (3) working days upon receipt of the application.

Section 18. Ocular Inspection. An inspection team from the DOT shall conduct inspection of the facilities, services and amenities of the applicant Farm Tourism Camp to determine conformance with the minimum standards set by the DOT.

The inspection shall be conducted at a reasonable time of the day, and in the presence of the owner or his authorized representative.

The farm shall be assessed using the inspection checklist developed and adopted from relevant standard requirements for Farm Tourism Camp accreditation.

Section 19. Inspection Findings. All findings and recommendations of the team shall be noted in the inspection checklist and discussed with the Farm Tourism Camp Owner/Farm Tourism Camp Operator, or the authorized representative, after which both parties shall sign the Inspection Checklist and Mission Order. An inspection result shall be rendered within five (5) days from the date of the inspection.

In cases where there are non-conformities with the standards found during the inspection, the DOT shall issue a Notice of Non-Compliance to the applicant, indicating therein the corrective actions to be undertaken and the reasonable period within which to make corrective and/or preventive action. Should the management fail to implement the corrective and/or preventive action within the agreed period, the DOT shall deny the application and/or revoke the certificate of accreditation issued to the farm tourism camp operator.

Section 20. Issuance of Certificate of Accreditation

20.1 **Regular Accreditation.** If the applicant has satisfactorily complied with the minimum standards and the prescribed documentary requirements for Regular Accreditation, the DOT shall issue the Certificate of Accreditation and Sticker in favor of the applicant upon approval of the application and payment of corresponding accreditation fees.

20.2 **Premium Accreditation.** If the applicant has satisfactorily complied with the minimum standards and the prescribed documentary requirements for Regular and Premium Accreditation, the DOT shall issue the Certificate of Accreditation and Plaque in favor of the applicant, upon approval of the application and payment of corresponding accreditation fees.

The Certificate of Accreditation and sticker/plaque shall be issued within twenty (20) working days upon submission by the applicant of the correct and complete documents and upon receipt by the Director concerned of the recommendation of the inspector.

VI. FEES AND CHARGES

Section 21. Accreditation Fee. A non-refundable accreditation fee in the amount of One Thousand pesos (Php1,000.00) for Regular and Premium Accreditation shall be collected from the applicant who have complied with the requirements for Accreditation.

Section 22. DOT Sticker. DOT stickers shall be issued to accredited Farm Tourism Camp under Regular Accreditation upon payment of Three Hundred pesos (Php300.00). Request for duplicate shall be processed upon payment of Three Hundred pesos (Php300.00) only.



Section 23. Plaque Fee. DOT plaques shall be issued to accredited Farm Tourism Camp under Premium Accreditation. Requests for duplicate of DOT plaques shall be processed upon payment of Two Thousand Five Hundred pesos (Php2,500.00).

Section 24. Replacement of Lost/Damaged Certificate. In case of lost or damaged accreditation certificate, the Farm Tourism Camp shall submit a Letter Request for Replacement of lost/damaged accreditation certificate and a duly notarized Affidavit of Loss. An amount of Five Hundred pesos (Php500.00) shall be collected for an authenticated copy of Accreditation Certificate.

Section 25. Name Change Fee. An amount of Five Hundred pesos (Php500.00) shall be charged to a Farm Tourism Camp accredited under Regular and Premium Accreditation which modify their Business Name while accreditation is still valid.

VII. SUPERVISION OF ACCREDITED FARM TOURISM CAMPS

Section 26. Non-transferability of Accreditation. The rights and privileges granted under the accreditation shall be exclusive to the Farm Tourism Camp and shall be non-transferable.

Section 27. Access of DOT Representatives to a Farm Tourism Camp's Office and Records. The DOT shall have access to the Farm Tourism Camp's office and records (e.g. applicable government permits, visitors' logbook, etc.) during business hours for verification of compliance with the standards and requirements.

Section 28. Display of DOT Certificate of Accreditation, Tourism Quality Seal and Accreditation Number. The valid DOT Certificate of Accreditation and Sticker / Plaque shall be displayed in a conspicuous place of the Farm Tourism Camp. The DOT-accredited Farm Tourism Camp which advertises its business or services through print or online media shall display the DOT Tourism Quality Seal and Accreditation Number with validity in all its advertisements, brochures and promotional materials.

Section 29. Issuance of Tourism/Travel Advisory. The DOT shall publish advisories against Farm Tourism Camp found to have violated the terms of their accreditation, which shall contain the following details:

- a. Name of the pertinent Farm Tourism Camp
- b. The specific term or terms violated
- c. The statement that the advisory shall only be lifted upon proof of compliance of the Farm Tourism Camp with the terms of accreditation in an application for lifting of advisory submitted to the Regional Director

Section 30. Monitoring. As deemed necessary, monitoring of the Farm Tourism Camp shall be conducted for purposes of finding out whether it is being kept and/or managed in a manner conformable to the standards set by the DOT.

VIII. DENIAL, SUSPENSION, OR REVOCATION OF ACCREDITATION

Section 31. Grounds for Denial of Applications for Accreditation. The DOT may deny the application for accreditation of Farm Tourism Camp on the following grounds:

- a) Making any false declaration or statement, 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 accreditation;



- b) Failure to comply with the standards and requirements for accreditation as provided in these Rules;
- c) Failure to pay outstanding surcharges, fines and penalties;
- d) A determinative finding of liability for complaint/s filed against the tourism enterprise with the DOT;
- e) Any other act or omission deemed to be detrimental to the tourism industry.

Section 32. Grounds for Suspension, Cancellation and Revocation of Accreditation and Revocation of Accreditation and Schedule of Fines and Penalties. Fines and penalties based on the hereunder Schedule shall be imposed to accredited Farm Tourism Camp for findings of violation, after due notice and hearing, of any of the following grounds:

GROUNDS/OFFENSES	FINES AND PENALTIES		
	1 st offense	2 nd offense	3 rd offense
a. Unauthorized use and/or transfer of DOT Accreditation Certificates, Stickers, Plaque or any document issued by the DOT.	Stern warning and a fine of Php5,000.00	Six (6) months suspension and a fine of Php10,000.00	Revocation/ cancellation and a fine of Php20,000.00
b. Unauthorized reproduction of DOT Accreditation Certificates, Stickers, Plaque or any document issued by the DOT.	One (1) year suspension and a fine of Php5,000.00	Revocation/ cancellation and a fine of Php10,000.00	
c. Gross and evident bad faith in dealing with clients/fraudulent solicitation of business or making any false, deceptive or misleading advertisement by Philippine mail or in commerce by print, radio, television or other medium of advertisement to the public for the purpose of soliciting business from clients.	Six (6) months suspension and/or a fine of Php10,000.00	One (1) year suspension and/or a fine of Php20,000.00	Revocation/ cancellation and/or a fine of Php50,000.00
d. Engaging the services of non-DOT accredited tourism frontliners, trainers, enterprise or vehicles except in areas where there are no DOT accredited frontliners, trainers, enterprise or vehicles available.	Three (3) months suspension and a fine of Php5,000.00	Six (6) months suspension and a fine of Php10,000.00	Revocation/ cancellation and/or a fine of Php20,000.00



e. Failure to display the DOT Accreditation Certificate and Sticker / Plaque in a conspicuous place of the establishment.	Stern warning and a fine of Php5,000.00	Three (3) months suspension and a fine of Php10,000.00	Six (6) months suspension and a fine of Php20,000.00
f. Failure to display/specify the DOT Tourism Quality Seal and Accreditation Number with validity in all of its advertisements through print or online media.	Stern warning and a fine of Php5,000.00	Three (3) months suspension and a fine of Php10,000.00	Six (6) months suspension and a fine of Php20,000.00
g. Promotion, facilitation or conduct of activities involving drug-related transactions or any form of exploitation of women or children.	Revocation/cancellation and a fine of Php100,000.00		
h. Failure to comply with laws including those requiring tourism establishments to grant privileges and benefits to senior citizens and persons with disability, among others.	Three (3) months suspension	Six (6) months suspension	Revocation/cancellation
i. Any other act or omission deemed to be detrimental to the tourism industry.	Stern warning and/or a fine of not less than Php1,000.00 but not more than Php10,000.00 based on the gravity of the offense.	Three (3) months to one (1) year suspension and/or a fine of Php10,000.00 but not more than Php20,000.00 based on the gravity of the offense.	Revocation/cancellation of accreditation and/or a fine of Php20,000.00 but not more than Php100,000.00 based on the gravity of the offense.

Section 33. Notice of Violation. The DOT shall likewise issue a Notice of Violation to the concerned LGU to recommend the suspension or revocation/cancellation of issued licenses/permits of the Farm Tourism Camp found to have violated the terms of its accreditation.

Section 34. Lifting of Suspension. The suspension of Farm Tourism Camp shall only be lifted upon submission of Letter Request for reactivation with proof of settlement of complaints filed against it, if any, or payment of any unpaid fines and penalties.

IX. MISCELLANEOUS PROVISIONS

Section 35. Transitory Provision. Farm Tourism Camps (or Agri-tourism/Farm Sites, under the 2004 Rules and Regulations to Govern the Accreditation of Agri-Tourism/Farm

Sites) that have been accredited before the implementation of these Rules and Regulations shall comply with the following, upon renewal of their accreditation:

FARM CATEGORY	DOCUMENTARY REQUIREMENTS	PHYSICAL REQUIREMENTS
Day Farm	Sections 16.1 and 16.2 except CGL and applicable permits from other government agencies	Sections 8 and 9 (a-t)
Farm Stay	Sections 16.1 and 16.2	Sections 8, 9 (a-t) and 11

Should their expiry fall within the same year with the implementation of these Rules, existing accredited Farm Tourism Camps (Agri-tourism/Farm Sites) are given one year from the effectivity of these Rules to comply with both the documentary and physical requirements.

Previously accredited Farm Resorts will automatically be issued Regular Farm Stay Accreditation.

Section 36. Compliance with relevant issuances. Accredited Farm Tourism Camps shall comply with DOT and DA issuances, and other applicable laws, rules and regulations issued by relevant government agencies during the validity of its accreditation.

Section 37. Protection of Personal Information. Personal Information received or filed with the DOT pursuant to the requirements of these rules shall be protected in accordance with *Republic Act No. 10173 or the Data Privacy Act of 2012*.

Section 38. Separability Clause. The provisions of these Rules and Regulations are hereby declared separable, and in the event that any one or more of such provisions are declared invalid, the validity of all other provisions shall not be affected thereby.

Section 39. Repealing Clause. All existing Rules and Regulations or Circulars previously issued by the Department of Tourism which are inconsistent with the provisions of these Rules are hereby repealed and/or modified accordingly.

Section 40. Effectivity. These Rules shall take effect immediately after completion of its publication in a newspaper of general circulation and with three (3) copies hereof be filed with the Office of National Administrative Register (ONAR) of the UP Law Center.

Approved and promulgated this 14th day of October 2020.


BERNADETTE ROMULO-PUYAT
 Secretary
 Department of Tourism


WILLIAM D. DAR
 Secretary
 Department of Agriculture

