ANNEX 10.2.18
VISITOR GUIDELINES
National Museum of the Philippines San Jose de Buenavista
Old Antique Provincial Capitol Building, Villavert Street
Barangay 8, San Jose de Buenavista, Antique

I. WHO MAY VISIT

a. Open to the general public. Admission is **FREE.**

b. Walk-in visitors are welcome. However, groups of **10 persons and above** are required to make an advance booking through the official channels of the National Museum of the Philippines San Jose de Buenavista (NMP San Jose, Antique). Upon entry to the building, visitors or their group representative must present their valid identification card for registration.

II. VISITOR HOURS

a. The museum is open to the public every day, from Monday to Sunday, except on selected religious holidays, and operates from 9:00 AM to 5:00 PM.

b. To ensure a fulfilling museum experience, please arrive at least 30 minutes before closing time.

III. PREPARING FOR YOUR VISIT

a. For groups of 10 persons and above, make an advance booking at least three (3) working days prior to the day of the planned visit. Booking confirmation receipt shall be presented upon arrival. Same-day bookings will not be entertained.

b. Main channels for visitor concerns and inquiries:
Telephone Number: (036) 540-1300
Mobile Number: 09109533277
Email: antique@nationalmuseum.gov.ph

c. Guided tours are available subject to approval and availability of museum guides. A letter of request may be sent via email to antique@nationalmuseum.gov.ph. Said letter may also be submitted personally to the booking office during regular business hours.

IV. GENERAL GUIDELINES

a. **SECURITY INSPECTION.** You will be greeted upon entry by one of our security personnel who will conduct a security inspection. We encourage viewers to limit their personal belongings for their comfort and speed through security check.

b. **BAGGAGE DEPOSIT.** Baggage counters are available upon entry. Prohibited items must be deposited at the counters **except** for those items strictly not allowed inside the museum premises (**category A** of prohibited items).

c. **DRESS CODE.** Guests are encouraged to dress appropriately and keep in mind the sensitivities other visitors may have.

d. **PHOTOGRAPHY.** Taking of pictures is allowed inside the museum premises. However, the use of camera flash is strictly prohibited. Commercial photography, photo shoots, and media coverage require prior approval.

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e. **PETS.** To maintain optimal environmental conditions for the protection of the exhibits and ensure a comfortable experience for all visitors, pets or any live animals are prohibited inside the museum premises.

V. PROHIBITIONS, DECORUM, AND ENFORCEMENT

a. **PROHIBITED ITEMS A.** The following items are **NOT** allowed inside the museum premises and **NOT** allowed for baggage check-in:
- Firearms, explosives, poisonous/flammable items, and other deadly weapons
- Wrapped packages or gifts
- Cigarettes, vapes, e-cigarettes, and other smoking devices

b. **PROHIBITED ITEMS B.** The following items are **NOT** permitted inside the museum buildings and galleries and are subject to baggage check-in:
- Big bags, luggage and other bulky items larger than 33 x 43 cm (13 x 17 in)
- Mobile/electronic luggage
- Backpacks bigger than 27.94 x 22 cm (11 x 9 in)
  - *Infant carrier may be carried in front of the body*
  - *Valuable items and electronic devices such as laptop, tablet, and mobile phone may be carried inside*
- Food and beverage
- Disposable water bottles or tumblers
- Umbrellas
- Cinema cameras, selfie sticks, and tripods
- Art materials and toys
- Plant, flowers, and organic materials

c. **PROHIBITED CONDUCT**
- Touching of exhibition items such as paintings, sculptures, artifacts, specimens, and other objects on display.
- Destroying, damaging, vandalizing, or unauthorized removal of any museum property.
- Opening of windows and window shades.
- Leaning on paintings, glass showcases and pedestals, and stepping on the exhibition platforms.
- Placing any items such as cellphones, cameras, and bags on the exhibition items and pedestals.
- Carrying firearms, sharp objects, explosives and other dangerous or deadly weapons. Firearms prohibition excludes active law enforcement personnel authorized to carry firearms.
- Displaying or carrying placards, signs, or banners.
- Loitering, sleeping, or participating in unwarranted assemblies.
- Performing obscene or indecent acts.
- Engaging in disorderly conduct.
- Shouting and using loud, abusive, or otherwise improper language.
- Running, playing in hallways, and sitting or lying on floors
- Using, possessing, or selling illegal drugs.
- Smoking, vaping, or using any smoking devices, in accordance with Antique's Anti-Smoking Ordinance No. 091-2023, and Municipal Ordinance No. 2019-07 of San Jose de Buenavista.
- Making bomb jokes, as prohibited under PD 1727.

d. **DECORUM**
- Always observe proper decorum.
- Properly dispose of any chewed candies or bubble gum before entering the museum premises.
- Avoid physical activity that may harm the collections.
- Staircases must always be free from any obstruction.
- Please keep noise levels to a minimum when inside the galleries.

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e. **ENFORCEMENT AND DISCIPLINARY ACTIONS**

- **The NMP reserves the right to refuse entry or remove from the premises any visitors found to have violated the visitor guidelines or other policies of the NMP.**
- Visitors who violate these rules may be subject to fines, imprisonment, or both.

DAMAGE TO COLLECTION

- Theft or Intentional damage to Collection is subject to fines, imprisonment, or both.
  - REPUBLIC ACT NO. 10951, August 29, 2017

  SEC. 87. Article 328 of the same Act is hereby amended to read as follows:

  "ART. 328. *Special cases of malicious mischief.* - Any person who shall cause damage to obstruct the performance of public functions, or using any poisonous or corrosive substance; or spreading any infection or contagion among cattle; or who causes damage to the property of the National Museum or National Library, or to any archive or registry, waterworks, road, promenade, or any other thing used in common by the public, shall be punished:

  "1. By ***prision correccional*** in its minimum and medium periods, if the value of the damage caused exceeds Two hundred thousand pesos (P200,000);

  "2. By ***arresto mayor,*** if such value does not exceed the abovementioned amount but is over Forty thousand pesos (P40,000): and

  "3. By ***arresto menor,*** if such value does not exceed Forty thousand pesos (P40,000)

- Accidental damage to Collection may be subject to fines, imprisonment, or both.
  - Offenders will be endorsed to the security section for proper handling and documentation.
  - The amount of the damaged collection will be assessed by the responsible research division and will recommend the course of action.

ENGAGING IN PROHIBITED CONDUCT (Criminal Prohibitions)

- The offender may be subject to fines, imprisonment, or both.
  - Offenders will be endorsed to the security section for proper handling and documentation.
  - Security section may endorse the offender to the nearest police station.
  - Examples of Criminal Prohibitions, include but are not limited to:
    - Violation of RA 11313, also known as the Safe Spaces Act
    - Violation of RA 10951, Article 155, Alarms and Scandals

ENGAGING IN PROHIBITED CONDUCT

- The offender will be asked to leave the museum premises.

BRINGING OF PROHIBITED ITEMS

- The offender will be asked to leave the museum premises.

Prepared by:

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Recommending Approval:

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Approved by:

JEREMY BARNS, CESO III
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