

Annex 10.2.1 Visitor Guidelines - Tabon Cave Complex

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VISITOR GUIDELINES
National Museum of the Philippines - Tabon Cave Complex and Lipuun Point
Brgy. Panitian, Quezon, Palawan

I. WHO MAY VISIT

- a. Open to the general public. Admission is **FREE**.
- b. Walk-in visitors are welcome. However, groups of **20 persons and above** are required to make an advance booking through the official channels of the National Museum of the Philippines-Tabon Cave Complex (NMP-Tabon Cave Complex). Upon entry to the building, visitors or their group representative must present their valid identification card for registration.

II. VISITOR HOURS

- a. The NMP Tabon Cave Complex offers visitors the opportunity to explore three (3) distinct and equally significant sites with the following operating hours:
 - Museum Galleries - open to the public every day, from Monday to Sunday, except on selected religious holidays, and operate from 9:00 AM to 5:00 PM.
 - Tawa-Tawa Beachfront and Boardwalk - welcomes visitors daily, from Monday to Sunday, except on selected religious holidays, and opens from 9:00 AM to 5:00 PM.
 - Tabon Cave and Cave Network - accommodates visitors by appointment every Tuesdays, Thursdays, Saturdays and Sundays, with two time slots, 9:00 AM and 1:00 PM.
- b. To ensure the best museum experience, please arrive at least 30 minutes before closing time.

III. PREPARING FOR YOUR VISIT

- a. For groups of 20 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:
Mobile Number: 09945419098
Email: nmptaboncave@gmail.com / taboncaves@nationalmuseum.gov.ph
Facebook Page: National Museum of the Philippines-Tabon Cave Complex
- c. Guided tours are available subject to approval and availability of museum guides. Letter of request may be sent via email to taboncaves@nationalmuseum.gov.ph or through a personal message to the museum's official Facebook page. 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 at the Main Pavillion. Prohibited items must be deposited at the counters **except** for those **items strictly not allowed inside the museum premises (category A of prohibited items)**.

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- c. **DRESS CODE.** Guests are encouraged to dress appropriately and keep in mind the sensitivities other visitors may have. For those interested to visit Tabon Cave and Cave Network, we recommend wearing comfortable shoes and clothing for hiking, as well as bringing gloves and extra flashlights for a more immersive caving experience.
- 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.
- 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.
- f. **COOKING.** Visitors are welcome to enjoy picnics at the designated picnic areas in Tawa-Tawa Beachfront. However, please note that cooking is not allowed within the premises. To ensure the comfort and safety of all visitors and maintain the cleanliness of the beachfront, bringing of cooking materials such as stoves, grills, or cooking pots is strictly prohibited. Guests are also encouraged to practice the **“Clean as You Go”** principle.
- g. **SWIMMING.** Swimming is permitted at Tawa-Tawa Beachfront but visitors must take full responsibility for their own safety while swimming or engaging in any activities within the premises. The management shall not be held liable for any accident or untoward incident resulting from visitor’s negligence, inattention or lack of proper care. We urge all guests to exercise caution and be mindful of their surroundings at all times.

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
 - Cooking materials such as stoves, grills, or cooking pots
- 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.

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- 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
- Making bomb jokes, as prohibited under PD 1727.

d. DECORUM

- Observe proper decorum at all times.
- Properly dispose of any chewed candies or bubble gum before entering the museum premises.
- Avoid physical activity that may harm the collections.
- Staircases must be free from any obstruction at all times.
- All visitors are encouraged to be environmentally and socially conscious. While water refillable containers are permitted, the use of disposable water bottles and bringing of food into the cave is discouraged to reduce trash.
- Visitors are asked to show the utmost respect for the sites. Please keep noise levels to a minimum and refrain from making disrespectful jokes or engaging in intimate or inappropriate behavior within the cave premises.

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.

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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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