



Securing Permit to Hike at Mt. Isarog Natural Park

ABOUT THE SERVICE

Individuals who wish to hike or visit the Mt. Isarog Natural Park are required to secure a hiking permit from the City ENRO and pay the necessary environmental fees to the City Treasurer's Office.

Department / Office:		CITY ENVIRONMENT AND NATURAL RESOURCES OFFICE		
Classification:		Simple		
Type of Transaction:		G2C - Government to Citizens		
Who may avail		Any Filipino or foreigner		
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
• Request letter				
• Valid ID				
• Waiver or parental consent for minors				
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit letter of request and all requirements			5 minutes	PAME M. LABRADOR Administrative Aide
	2. Verify / interview and assessment of the request		5 minutes	ALEX SAN JOSE OIC Watershed Management Division
3. Payment of fees Proceed to the City Treasurer's Office to pay the required amount, and then ask for an official receipt		P110.00 / day for locals P550.00 / day for foreigners	5 minutes	City Treasurer's Office
	4. Recording of official receipt for certification		2 minutes	JULIA RAMIREZ Clerk
	5. Processing of permit		3 minutes	JULIA RAMIREZ Clerk
	6. Approval and issuance of permit		2 minutes	ENGR. ALEXANDER N. CANING CGDHI, ENRO
TOTAL		P	22 minutes	

CITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

Room 115, Multi-Purpose Bldg., City Hall Complex, J. Miranda Ave., Concepcion Pequeña, Naga City

For more information, please contact:

Engr. Alexander N. Caning, CGDH I / City ENRO

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