

# Evaluation, Certification, and Registration Services

Clients can request evaluation, certification, and registration services by walking in at the NAMRIA One-stop Shop (NOSS) or through the following:

- Email: [oss@namria.gov.ph](mailto:oss@namria.gov.ph)
- Message us at [www.namria.gov.ph](http://www.namria.gov.ph)
- Social Media: [facebook.com/NAMRIAgovPH](https://facebook.com/NAMRIAgovPH), [x.com/namriagovph](https://x.com/namriagovph)
- Phone-in: (02) 8887-5466 or (02) 8810-4831 to 34 local 401 and 444

## EVALUATION, CERTIFICATION, AND REGISTRATION SERVICES

- Certification of Offshore Activity (COA)
- Certification of Geodetic Control Points
- Certification of Municipal Water Map and Technical Description
- Certification of Nautical Distances (CND)
- Land Classification-Product Related Certifications
- Certification of Oceanographic Information (COI)
- Certification of Slope Map
- Certification of Tide Gauge Benchmark (CTGB)
- Digital Level Registration
- Evaluation of GNSS Data
- Evaluation of Geodetic Leveling Data
- GNSS Receiver Registration
- Map Certification and Evaluation

Requested products can be picked up personally, delivered through online facilities (attached to an email, downloaded from a URL, or Google Drive), or through pre-paid couriers.

Office or Division:	NAMRIA One-stop Shop	
Category:	External Service	
Classification:	Highly Technical	
Type of Transaction:	G2B (Government to Business), G2C (Government to Citizen), G2G (Government to Government)	
Who may avail:	All	
Operating Hours:	8:00 AM - 5:00 PM	
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE
<div>Standard Requirement</div> <div>1. Government Issued Valid ID</div> <div>-SSS</div> <div>-GSIS</div> <div>-Voter's ID</div> <div>-Passport</div> <div>-BIR</div> <div>-Driver's License</div> <div>-Postal ID</div> <div>-UMID</div> <div>-PRC ID</div> <div>Remarks:</div> <div>Concerned Government Agency</div>		

2. Proof of Payment (POP) (3) Photo Copy Or (3) Electronic Copy	Applicant / Client
3. Special Power of Attorney (If the client is not the lot owner/claimant) (1) Original Copy Or (1) Electronic Copy	Applicant / Client
<b>A. FOR CERTIFICATE FOR OFFSHORE ACTIVITY</b> 1. Environmental Work Program for Offshore Exploration (EWPOE) received by MGB (1) Photo Copy Or (1) Electronic Copy	
<b>B. FOR LAND CLASSIFICATION PRODUCT-RELATED CERTIFICATIONS</b> 1. Request letter from client indicating the specific request, location, date (if necessary) and contact details. (1) Original Copy	
<b>C. FOR CERTIFICATION OF SLOPE MAP</b> 1. Memorandum of Agreement (MOA) Notarized (3) Original Copy	
2. Original/Transfer Certificate of Title (OCT/TCT), if the document is obscure or blurred, Lot Data Computation/Lot Description or Survey/Sketch Plan of the subject lot parcel may suffice, (1 blueprint/photocopy/digital copy of AOI) (3) Photo Copy	
3. Certified Tie Point, if the subject lot upon ground verification does not conform with the preliminary plotting vis-a-vis the actual geographic location (1) Original Copy Or (1) Electronic Copy	
4. Special Power of Attorney, if the client is not the lot owner/claimant (1) Photo Copy Or (1) Electronic Copy	
<b>D. FOR LEVELING DATA EVALUATION</b> 1. Raw leveling data, Fieldnotes, Monument description with picture, KMZ file of the level line (1) Original Copy Or (1) Photo Copy Or (1) Original Copy	
<b>E. FOR GNSS DATA EVALUATION</b> 1. GNSS observation data in RINEX format, GNSS Field sheets, Monument description with picture (1) Original Copy Or (1) Photo Copy Or (1) Electronic Copy	
<b>F. FOR DIGITAL LEVEL REGISTRATION</b> 1. Digital level instruments with rods, Raw leveling data, Instrument brand, model, and serial number (1) Original Copy Or (1) Electronic Copy Or (1) Photo Copy	
<b>G. FOR GNSS RECEIVER REGISTRATION</b> 1. GNSS observation data in RINEX format, Instrument brand, model and serial number (1) Original Copy Or (1) Photo Copy Or (1) Electronic Copy	

CLIENT STEPS	AGENCY ACTIONS	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE (Designation; Office)
1. Submit all requirements <b>Location:</b> <i>NAMRIA One-stop Shop</i> <i>Email: <a href="mailto:oss@namria.gov.ph">oss@namria.gov.ph</a></i>	1.1. Verify all the requirements	None	10 minute/s	<ul style="list-style-type: none"><li>Support Staff; NAMRIA One-stop Shop</li></ul>
	1.2. Prepare External Client Request (ECR) form and Order of Payment (OP)		10 minute/s	<ul style="list-style-type: none"><li>Support Staff; NAMRIA One-stop Shop</li></ul>
	1.3. Provide the client with a copy of ECR form and OP		15 minute/s	<ul style="list-style-type: none"><li>Support Staff; NAMRIA One-stop Shop</li></ul>
2. Pay required fee <b>Location:</b> <i>NAMRIA One-stop Shop (NOSS)</i> <i>Land Bank of the Philippines' Link.Biz Portal: <a href="http://www.lbp-eservices.com/egps/portal/Merchants.jsp">www.lbp-eservices.com/egps/portal/Merchants.jsp</a> and secure Proof of Payment (POP)</i>	2. Start preparing the product	<b>Formula Fees</b> Breakdown: Products Fee Table	1 day/s	<ul style="list-style-type: none"><li>Technical Staff; Client Service Unit - Hydrography Branch</li><li>Technical Staff; Client Service Unit - Mapping and Geodesy Branch</li><li>Technical Staff; Client Service Unit - Resource Data Analysis Branch</li></ul>
3. Submit Proof of Payment (POP) <b>Location:</b> <i>NAMRIA One-stop Shop (NOSS)</i> <i>Email: <a href="mailto:oss@namria.gov.ph">oss@namria.gov.ph</a></i>	3.1. Verify POP	None	2 day/s	<ul style="list-style-type: none"><li>Special Collecting Officer; NAMRIA One-stop Shop</li></ul>
	3.2. Finish preparing the product		15 day/s	<ul style="list-style-type: none"><li>Technical Staff; Client Service Unit - Hydrography Branch</li><li>Technical Staff; Client Service Unit - Mapping and Geodesy Branch</li><li>Technical Staff; Client Service Unit - Resource Data Analysis Branch</li></ul>
	3.3. Release the product and OR		15 minute/s	<ul style="list-style-type: none"><li>Technical Staff; NAMRIA One-stop Shop</li></ul>
Total Processing Time:			18 day/s, 50 minute/s	
Total Processing Fee:			None	

Formula / Schedule of Fees:

**Products Fee Table**

PRODUCTS	UNIT	FEE
Offshore of Offshore Activity (COA)	certificate	2,500.00
Certification of Geodetic Control Points	certificate	180.00
Certification of Municipal Water Map and Technical Description	certificate	5,000.00
	+ per km	50.00
Certification of Nautical Distances (CND)	1 <sup>st</sup> 25 M	180.00
	+ per M	25.00

PRODUCTS	UNIT	FEE
Certified True Copy of Municipal Water Map and Technical Description, Long size	page	25.00
Land Classification Product-Related Certification	certification	100.00
Certificate of Oceanographic Information (COI)		
● raw hourly heights data per month	per station	360.00
● processed hourly heights data per month	per station	360.00
● times and heights of high and low waters including lunitidal interval of daily heights per month	per station	360.00
● monthly and annual data of mean sea level and other tidal datum planes per month	per station	360.00
● Tide Reducers per month	per station	360.00
● annual mean sea level monthly means	per station	360.00
● highest and lowest tide observed	per station	360.00
● tidal extremes per year	per station	360.00
● tidal data processing and analysis per month	per station	1,000.00
● advance copy of tide prediction per month	per station	360.00
Certification of Slope Map (printed) - Add 10% for Administrative and Miscellaneous fees		
For lot areas located in Visayas and Mindanao - Add plane fares & Vehicle hire expenses on top of unit price per lot		
● For lot parcels 100 sq.m. & below	per lot	P 9,545.00
● > 100 sq.m. to 200 sq.m	P 9,545.00 + P10.00/sq.m. in excess of 100 sq.m. to 200 sq.m.	
● > 200 sq.m. to 300 sq.m	P 10,535.00 + 9.00/sq.m. in excess of 200 sq. m. to 300 sq.m.	
● > 300 sq.m. to 400 sq. m.	P 11,426.00 + 8.00/sq.m. in excess of 300 sq.m. to 400 sq.m.	
● > 400 sq.m. to 500 sq. m.	P 12,218.00 + 7.00/sq.m. in excess of 400 sq.m. to 500 sq.m.	
● > 500 sq.m. to 1,000 sq. m	P 12,545.00 plus P 5.00 per sq. m. in excess of 500 sq.m. to 1,000 sq.m.	
● > 1,000 to 5,000 sq.m.	P 15,045.00 plus P 2.50 per sq. m. in excess of 1,000 sq.m. to 5,000 sq.m.	
● > 5,000 sq.m. to 1 ha	P 25,045.00 plus P 1.50 per sq.m. in excess of 5,000 sq.m. to 1 ha.	
● > 1 ha. to 2 has.	P 32,545.00 plus P 0.75 per sq.m. in excess of 1 ha. to 2 has.	
● > 2 has. to 5 has.	P 40,045.00 plus P 0.50 per sq.m. in excess of 2 has. to 5 has.	
● > 5 has. to 10 has.	P 55,045.00 plus P 0.20 per sq.m. in excess of 5 has. to 10 has.	
● > 10 has. to 20 has.	P 65,045.00 plus P1,500.00 per ha. in excess of 10 has. to 20 has.	
● > 20 has. to 30 has.	P 77,545.00 plus P 1,250.00 per ha. in excess of 20 has. to 30 has.	
● > 30 has. to 50 has.	P 92,545.00 plus P 1000.00 per ha. in excess of 30 has. to 50 has.	

PRODUCTS	UNIT	FEE
● > 50 has. to 100 has.		P112,545.00 plus P 800.00 per ha. in excess of 50 has. to 100 has.
● > 100 has. to 200 has.		P 152,545.00 plus P 600.00 per ha. in excess of 100 has. to 200 has.
● > 200 has. to 500 has.		P 212,545.00 plus P 400.00 per ha. in excess of 200 has. to 500 has.
● > 500 has. to 1,000 has.		P 332,545.00 plus P 200.00 per ha. in excess of 500 has. to 1,000 has
● Above 1,000 has.		P 432,545.00 plus P 100 per ha. in excess of 1,000 has.
Certificate of Tide Gauge Benchmark (CTGB)	benchmark/ station	180.00
Digital Level Registration	unit	900.00
Evaluation of Geodetic Leveling Data	benchmark	250.00
Evaluation of GNSS Data	pt.	250.00
GNSS Receiver Registration	receiver	900.00
Map Certification and Evaluation		
application fee	certificate	700.00
evaluation fee	cm <sup>2</sup>	0.20
certification fee	certificate	200.00