

[**PCSSD, May 15, 1992**]

**RULES AND REGULATIONS GOVERNING THE BUSINESS OF
SPORTS SCUBA DIVING IN THE PHILIPPINES**

Pursuant to the Provisions of Letter of Instruction No. 745, the following Rules and Regulations as Amended are hereby promulgated to govern the operation of Sports and Scuba Diving Tour Operators, Dive Resorts, Dive Boat Operators, Professional Dive Centers, Dive Facilities, Dive Instructors, Assistant Diving Instructors, and Professional Divemasters.

**Chapter I
Definition/Coverage**

SECTION 1. Definition - For the purpose of these Rules, the following shall mean:

A. **License** - The privilege or authority granted by Philippine Commission on Sports Scuba Diving to own, operate, and maintain a scuba diving establishment.

B. **Accreditation** - A certification issued by the Commission recognizing the holder's compliance with the minimum standards in the operation of the establishment concerned.

C. **Commission or PCSSD** - The Philippine Commission on Sports Scuba Diving.

D. **Scuba Diving Establishment** - Any business establishment engaged in the conduct of sports scuba diving activities in the Philippines whether or not for a fee.

E. **Department or DOT** - The Department of Tourism

F. **Scuba Diving Tour Operator** - An establishment that is duly licensed by the DOT to conduct sports scuba diving activities and promotes, sells, or markets sports scuba diving tours.

G. **Dive Boat Operator** - Any establishment or person that operates a sail or motor boat licensed to service scuba divers.

H. **Dive Boat** - Any motor-run or sail operated boat with live-aboard facilities used for scuba diving purposes.

I. **Dive Resort** - An establishment that is duly licensed by the DOT that offers food, accommodations and scuba diving facilities to the public for a fee.

J. **Professional Dive Center** - Any establishment engaged in all of the following activities:

1. Selling scuba diving-related equipment
2. Renting out scuba diving-related equipment
3. Providing air fill service
4. Servicing and repair of scuba diving-related equipment
5. Conducting scuba diving courses or underwater tours

K. **Dive Facility** - Any establishment engaged in any one of the following activities:

1. Selling scuba diving related equipment
2. Renting out scuba diving related equipment
3. Providing air fill service
4. Servicing and repair of scuba diving related equipment
5. Conducting scuba diving courses or underwater tours

L. **Dive Instructor/Assistant Dive Instructor** - Any individual who possesses a valid nationally and/or internationally recognized active teaching status to instruct sports scuba diving on the level stipulated in the said international and national certification and who conducts sports scuba diving activities whether or not for a fee.

M. **Professional Divemaster** - A current active certified diver to the stated rating of a national and/or international training agency or its equivalent, who is engaged in supervising sports scuba diving activities, such as, but not limited to boat management, underwater tour, etc. except giving sports scuba diving instruction.

Chapter II

Application and Issuance of License

SECTION 1. Mandatory Licensing - No person, natural or juridical, shall operate or manage a scuba diving establishment without first being licensed by the Philippine Commission on Sports Scuba Diving. Any person who, being the owner or occupant of any building, edifice, premises or a completely independent part thereof, allows the premises to be used as a scuba diving establishment, without the requisite to operate as such from the Commission, shall be guilty of an offense under these Rules;

SECTION 2. Who May Apply

A. Any individual desiring to instruct, assist in the training, or conduct activities related to sports scuba diving in the Philippines whether or not for a fee;

B. Any establishment organized under Philippine laws and duly registered with appropriate government agency(ies) which is engaged in sports scuba diving activities for a fee.

SECTION 3. Branch or Extension Office - Prior the establishment or operation of any branch/extension office of all scuba diving establishments the said branch/extension office shall be licensed by the Commission. An annual fee, equivalent to twenty-five percent (25%) of the license fee, shall be collected for the registration of each branch or extension office.

SECTION 4. Requirements for Licensing

A. Dive Boat Operator

1. Coast Guard and coastwise trade license for paying passengers;
2. Business license and permit to engage in such activities as diving, fishing, boat charter, cruising, etc.;
3. Certificate of ownership of vessel;
4. Incorporation papers and By-Laws for vessels owned by a juridical entity;
5. List of managerial and rank file employees with their respective position, citizenship, and home address;
6. Complete listing of equipment with the color photographs;
7. List of safety equipment and personnel and a certificate from the owner that it/he owns such equipment and has trained personnel;
8. Current third party liability accident insurance; and
9. Surety bond in the amount of P5,000.00 in favor of the Philippine Commission on Sports Scuba Diving to cover or answer for any gross violation of the PCSSD Rules and Regulations.

In addition to the above equipment and personnel, a dive boat with accommodation facilities shall have the following;

1. Bunk beds (minimum size 27" x 75") with 2 1/2" thick mattress and a pillow in a sheltered area of the boat that is properly ventilated;
2. A dining area with a seating capacity of not less than fifty per cent (50%) of the boat's rated capacity;
3. At least one (1) toilet shower room for every six (6) passengers. Toilet and shower room may be separated or combined;
4. The capacity to hold enough fresh drinking water for the passengers and crew computed at a minimum of forty (40) liters per person, per tour day; and
5. At least two (2) service boats.

B. Professional Dive Center

1. Pertinent registration certificate (SEC Registration Certificate and/or Business Name Registration Certificate), licenses, permits from appropriate government agencies;
2. List of managerial and rank and file employees with their respective position, citizenship, and home address;

3. Current third party liability accident insurance; and
4. Surety bond in the amount of P5,000.00 in favor of the Philippine Commission on Sports Scuba Diving to cover and/or answer for any gross violation of the PCSSD Rules and Regulations.

C. Dive Facility

1. Pertinent registration certificate (SEC registration certificate and/or business name registration certificate), licenses, permits from appropriate government agencies;
2. List of managerial and rank and file employees with their respective position, citizenship, and home address;
3. Current third party liability accident insurance; and
4. Surety bond in the amount of P5,000.00 in favor of the Commission to cover and/or answer for any gross violation of the PCSSD Rules and Regulations.

D. Dive Instructor/Assistant Dive Instructor/Divemaster

1. Certified true copy of a nationally or internationally recognized active status card or certification;
2. Certified true copy of current professional tax receipt;
3. A sworn affidavit that he/she will adhere to the safety and ethical standards of his/her certifying agency or a copy of the current contractual agreement with his/her certifying agency;
4. Valid and appropriate visa from the Commission on Immigration and Deportation for foreign nationals;
5. Current employment permit from the Department of Labor and Employment (DOLE) for foreign nationals holder of 9-g visa, ICR or ACR; and
6. Current third party liability accident insurance.

SECTION 5. Accreditation - Resorts which provide board and lodging to scuba divers and establishments engaged in the promotion of scuba diving tours, may be accredited by the Commission as Dive Resorts and Scuba Diving Tour Operators respectively upon submission of the license from the Department of Tourism. There shall be no accreditation fee. However, they shall pay the processing fee of Twenty Pesos (P=20.00) and the cost of the accreditation sticker.

SECTION 6. Legal Research Fee - A legal Research Fee of Ten Pesos (P10.00) shall be collected from all establishment or individual applicants which shall be remitted to the UP Law Center as required by law;

SECTION 7. Registration Fee - A one-time registration fee of Three Thousand Pesos (P3,000.00) shall be collected from establishment and individual applicants, except those registered with the Commission prior the effectivity of these Rules;

SECTION 8. Inspection of the Applicant Establishment - An inspection of the facilities, equipment and premises of the applicant establishment shall be conducted by the Commission for the purpose of determining whether it meets the standards set by the Commission within two months after submission of the documentary requirements and upon payment of the filing and inspection fees;

SECTION 9. Issuance of License - The establishment applicant shall be issued the Certificate of Registration and License within 30 working days after inspection and submission of all documentary requirements and payment of all necessary fees. Licenses for individual applicants shall be issued 5 working days upon submission of all documentary requirements and payment of all necessary fees;

SECTION 10. License Fee - The following schedule of license fee shall be collected from applicants that have complied with the requirements for registration and licensing with the Commission:

A. Establishment Annual	License Fee
1) Dive Boat Operator	P2,000
2) Professional Dive Center	2,000
3) Dive Facility	2,000
B. Individual Annual	License Fee
1) Dive Instructor	P1,000
2) Assistant Dive Instructor/Divemaster	750

SECTION 11. Validity of License - The license issued under the Guidelines and Procedure shall be valid for a period of one (1) calendar year and shall expire the last working day of the year;

SECTION 12. Display of Permits and Other Documents - The following permits and other documents must be displayed conspicuously by the licensee in his establishment:

- A. Current and appropriate PCSSD license of the dive establishment;
- B. List of diving professional and technical staff employed or contracted by the establishment with their respective positions; and
- C. Current and appropriate PCSSD license of dive professional and technical staff whenever applicable.

SECTION 13. License Cards - Dive Instructors/Assistant Dive Instructors, and Divemasters, shall be issued License cards which they must carry whenever practicable and which shall remain valid for one (1) calendar year;