



**LIST OF REQUIREMENTS FOR NEW NORMAL:  
VISITING MEDIA AND DOCUMENTARY GROUP**  
**(as of February 2022)**

1. Letter of request stating purpose of their visit in the country and request for accreditation addressed to:

**Virginia R. Arcilla-Agtay**  
Director IV  
News and Information Bureau  
Malacanang, Manila

Attention:  
**Lorina G. Delos Reyes**  
Head  
International Press Center  
News and Information Bureau

Contact No. +639189792861  
Email : [intlpresscenter@gmail.com](mailto:intlpresscenter@gmail.com)

2. List of TV equipment (for the release of their equipment from Bureau of Customs).
3. Consolidated Crew list. (Use excel form attached.)
4. 3 pcs. 2x2 colored picture white background for each of the production crew members.
5. Photocopy of their passports. (pages 1 and 2)
6. 5 bylined photo/articles published not later than 3 months. (Freelance)
7. Properly filled up IPC application form and Health Declaration form.
8. RT-PCR result within 48 hours, Vaccination card, and Health Insurance from country of origin as per IATF guidelines and protocol under resolution no. 160-b series of 2022 issued February 3, 2022.
9. Filling of Special Work Permit at the Bureau of Immigration @P6500/person Including notary public fee. (Can be done directly with BID or thru IPC)

Note:

- Standard health protocol issued by the IATF must be strictly observed during their stay in the country.