

*Department of Environment and Natural Resources*  
MINES AND GEOSCIENCES BUREAU

January 7, 1998

**MGB MEMORANDUM CIRCULAR**  
NO. 98-25

Subject: **Acceptance, Processing and Evaluation of Mining Applications  
Over Mineral Reservation Areas**

Pursuant to Section 3.1.6 of DAO No. 97-11 which provides that the final evaluation of mining rights applications is the responsibility of the Mining Tenements Management Division, the acceptance, processing and evaluation of mining applications over mineral reservation areas shall have the following guidelines:

1. Mineral Agreement applications over onshore mineral reservations shall be filed with the MGB Regional offices concerned who shall act on said applications pursuant to Section 36 of DAO No. 96-40. Upon payment of the required fees and consequent acceptance, the same applications shall be immediately transmitted to the Mining Tenements Management Division of the MGB Central Office for area clearance, publication, processing and evaluation;
2. All mining applications over offshore mineral reservations shall continue to be filed with the MGB Central Office;
3. Mining applications over areas within the Biak-na-Bato Mineral Reservation in Bulacan and the Zamboanga Mineral Reservation in Zamboanga del Sur shall continue to be filed with, and accepted, issued area clearance, and initially evaluated by the concerned MGB Regional Offices;
4. In the MGB Central Office, the acceptance, processing and evaluation all mining applications over mineral reservation areas shall be the responsibility of the Mining Tenements Management Division; and
5. To this effect, said Division shall undertake the necessary transfer of document from concerned Division and thereafter secure the integrity of all records, maps, documents and other legal instruments necessary to implement this Circular.

This Circular shall take effect immediately.

**(SGD) HORACIO C. RAMOS**  
Director