

# ASEAN CO-PRODUCTION FUND (ACOF) GUIDELINES

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AS PER APRIL 30, 2021



**FILMPHILIPPINES**  
**INCENTIVES**  
FILM DEVELOPMENT COUNCIL OF THE PHILIPPINES



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# ACRONYMS

<b>Committee</b>	The FilmPhilippines Committee assesses and evaluates the FilmPhilippines Incentive schemes applications for either FLIP, ICOF or ACOF and Provisional Application or Final Verification
<b>FDCP</b>	Film Development Council of Philippines, the national film agency responsible for film policies and programs to ensure the economic, cultural and educational development of the Philippine film industry
<b>FPO</b>	FilmPhilippines Office, the office of the brand developed by the FDCP to facilitate the location promotions program of the country and provide a one-stop-shop assistance program for foreign film and television production in the Philippines.
<b>FPI</b>	FilmPhilippines Incentive schemes is composed of the FLIP, ICOF and ACOF financial support for international production
<b>FLEX</b>	Film Location Engagement Desk, a one-stop-shop service provided by the FilmPhilippines Office, for government permits including visas, special working permits (SWP), conditionally-free importation and exportation of qualified production-related equipment and goods, location permits and other available production and logistical support
<b>FLIP</b>	Film Location Incentive Program, a selective cash rebate for international production companies filming in the Philippines
<b>ICOF</b>	International Co-production Fund, a selective fund for international co-productions with a Filipino co-producer
<b>ASEAN</b>	Association of Southeast Asian Nations, which as of March 2020 is composed of Indonesia, Malaysia, Philippines, Singapore, Thailand, Brunei Darussalam, Viet Nam, Lao PDR, Myanmar, and Cambodia
<b>ACOF</b>	ASEAN Co-production Fund, a selective fund for ASEAN co-productions with a Filipino co-producer
<b>QPPE</b>	Qualifying Philippine Production Expenditures, the expenditure incurred in the Philippines for the purposes of producing and making the project
<b>MOA</b>	Memorandum of Agreement
<b>NR</b>	FDCP National Registry
<b>SF</b>	FDCP Safe Filming Program
<b>PHP</b>	Philippine Pesos, local currency



**FILMPHILIPPINES**  
**INCENTIVES**  
FILM DEVELOPMENT COUNCIL OF THE PHILIPPINES

The Film Development Council of the Philippines (FDCP) through its FilmPhilippines Office (FPO) introduced the ASEAN Co-production Fund (ACOF) to support partnership between ASEAN countries and the Philippines, to enhance the Filipino cast and crew, and to encourage the ASEAN film industry to thrive in the global film markets and festivals.

ACOF also supports FPO's missions to promote the Philippines as a filming destination and propose a one-stop-shop services desk for foreign and local audiovisual productions aiming to film in the Philippines.

ACOF is a selective fund that will support each selected project up to **One Hundred Fifty Thousand (150 000) USD**.



# DISCLAIMER

1. FilmPhilippines may decline to accept and/or reject an application if it does not follow and/or comply with these Guidelines. These Guidelines are designed to be read in conjunction with the relevant application form. **As the guidelines and application form are subject to changes and updates, the applicant should ensure that he/she has the most current version of these documents** by checking at <http://www.filmphilippines.com/asean-co-production-fund-acof> prior to submitting his/her application.
2. All the information provided by the applicant producer will be held by the FPO on a strictly commercial-in-confidence basis. Information will only be provided to the Committee, Philippine government and an independent film production consultant, if necessary.
3. Applicant producers should also contact FPO early, before production commences, to discuss their project and to explore details surrounding FPI. Contact details for FP are listed further.
4. ASEAN Co-Production Fund is a selective (NOT ASSURED or AUTOMATIC) awarded fund that is subject to strict evaluation and audit of qualified expenses.
5. All applications are made at the applicant's own risk. The FDCP is not liable for any loss, damage, or costs arising directly or indirectly from the application process, the FDCP's decision to refuse the project, or from dealing with the application in any manner.



Address

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855 Kalaw Avenue, Ermita, Manila  
1000 Metro Manila, Philippines

Telephone

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+63 2 7087920

**filmphilippines@fdcp.ph**

**www.filmphilippines.com**



# ELIGIBILITY

## 1. ELIGIBLE PROJECTS

- Feature films (more than eighty (80) min) : live action, IMAX, documentary, animation.
- The project can be initiated by the ASEAN (excluding the Philippines) or the Filipino production company.
- The project must have a Director of ASEAN nationality (including the Philippines).
- The Philippine production company must have a minimum co-production share of ten percent (10%) of the project.
- The project is not eligible if it has already received another grant from the FDCP: FLIP, ICOF or ACOF. However, if the project was rejected, it can apply to one of the other FPI.
- A project cannot apply to several funds at the same time.

## 2. ELIGIBLE CONTENTS

- Any genre, except for pornography.
- The project must not contain issues insulting, offensive and/or portraying the Philippines in a negative light as well as threaten the national security.
- The project must not promote violence.

## 3. ELIGIBLE ACTIVITIES

- Project wholly or partly made in the Philippines for development, pre-production, production (studio, on set shootings) and/or postproduction (animation, visual effect, 3D conversion, editing, music and scoring, sound design, editing and mixing, voice overs, color grading...).
- **At least 50% (fifty) of the fund amount must be spent in the Philippines,** (see section 14).

#### **4. ELIGIBLE APPLICANTS**

A company organized and registered as a business in the Philippines may apply for the ACOF, and said company must be a production company accredited by the FDCP NR in a co-production with an ASEAN production company.

The project can be initiated by the ASEAN or the Filipino production company.

The list of the Filipino production companies accredited by the FDCP NR are listed: **<http://www.filmphilippines.com/directory>**

\*List of the ASEAN countries as per March 2020: Indonesia, Malaysia, Philippines, Singapore, Thailand, Brunei Darussalam, Vietnam, Lao PDR, Myanmar, Cambodia.





# PROVISIONAL APPLICATION PROCESS

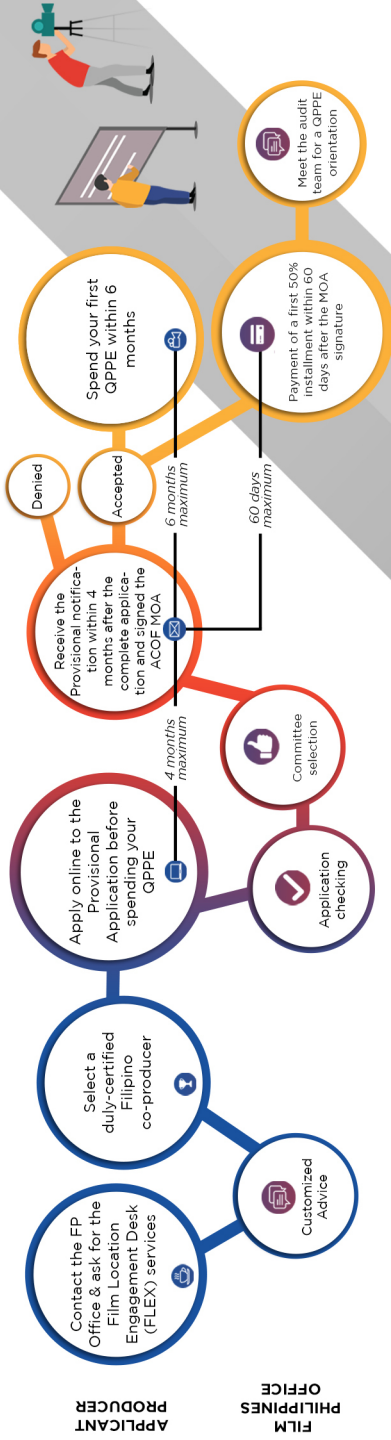
1. Applicant producers should contact the FPO early to discuss their project and to explore details surrounding ACOF. As part of the ACOF application, the project can also avail of the Film Location Engagement Desk at <http://www.filmphilippines.com/film-now/film-location-engagement-desk-flex>
2. Before spending any QPPE in the Philippines, applicants must fill out and submit the ACOF Provisional Application Form and all required documents at <http://www.filmphilippines.com/asean-co-production-fund-acof-apply-now>
3. The FPO will verify all the documents and may ask the applicant to provide further supporting documents.
4. After confirming the completion of the application, the FPO will then submit your project to one of the Committee considerations, held three (3) times per year.
5. The Committee may ask the applicant to provide further supporting documents, should the Committee decide that the submitted documents contain inadequate details.
6. The applicant will be notified of the Committee decision after the Deliberation meeting. He/She will receive either a rejection letter with arguments or an approval letter indicating the approved amount of the grant/fund.
7. Upon approval, the applicant will attend a meeting with the FPI and FDCP Audit and Collection Unit for a QPPE orientation and to discuss the project. The applicant will sign the ACOF Memorandum of Agreement. After securing all signatures in the ACOF Memorandum of Agreement, the applicant producer will receive the first fifty percent (50%) down payment of the fund, the balance of fifty percent (50%) after the approval of the Final Verification Process.
8. Once the incentive Committee has approved the application, **the first QPPE must be spent within six (6) months**. Should there be a delay, the applicant must notify the Committee and give clear and reasonable explanations for the delay.



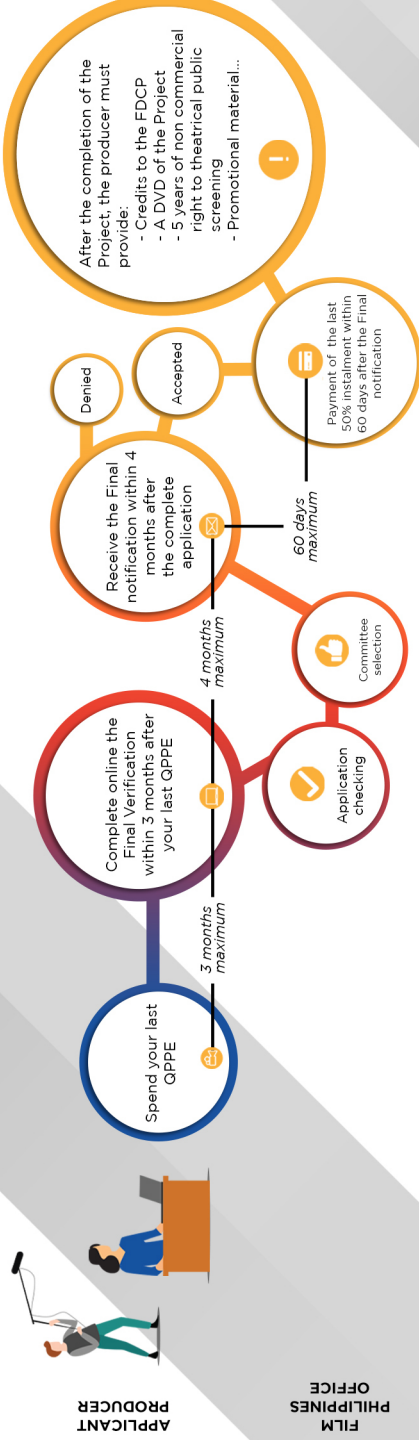
# FINAL VERIFICATION PROCESS

1. **Three (3) months maximum after completion of the project**, the applicant company must submit the ACOF Final Verification form and all required documents at **<http://www.filmphilippines.com/asean-co-production-fund-acof-apply-now>**
2. The FPO will verify all the documents and may ask the applicant to provide further supporting documents, if the submitted documents contain inadequate details.
3. After confirming the completion of the application, the FPO will then submit the project to the administrative department for audit and to one of the Committee considerations, held three (3) times per year.
4. The Committee and the administrative department may ask the applicant to provide further supporting documents, should they decide that the submitted documents contain inadequate details.
5. The applicant will be notified of the Committee's final decision within four (4) months after the submission of the Complete Final Verification Application. If approved, the applicant will receive the Final Notification indicating that the remaining fifty percent (50%) of the fund is due and payable within the next two (2) months.

# PROVISIONAL APPLICATION PROCESS



# FINAL VERIFICATION PROCESS





# TECHNICAL REQUIREMENTS

1. Submit the soft copy of the full application to [filmphilippines@fdcp.ph](mailto:filmphilippines@fdcp.ph) with the subject field, labeled " ACOF PROVISIONAL APPLICATION or ACOF FINAL VERIFICATION <name of project> " We recommend to use Microsoft Excel in opening and filling out the application form, the format may change when using a different software.
2. Submit your excel sheet application form and either a single PDF file with all annexes (except for the script, please submit as a separate attachment) grouped labelled with the name of the project in all capital letters (compress the file size to around 10MB if possible) or a file-sharing link well organized with all the annexes properly named as per the requirement checklist and the name of your project
3. DO NOT send any element or item from your application individually or in separate emails. The FDCP will disregard these and consider your application incomplete.
4. Ensure all the requirements on the checklist are supplied in English
5. Please allow one week for FPI to verify submitted documents. **FPI will only send notice of complete application (form and annexes) until 6PM Manila time on the last day of the cycle.** Submission of documents for incomplete applications past this time will be verified for the succeeding cycle.
6. **The official date of submission will be the date the FPO confirms that your application is complete.**
7. Once the Provisional Application is verified complete, please send the hard copy of your signed and notarized statutory declaration to: FILM DEVELOPMENT COUNCIL OF THE PHILIPPINES 855 Kalaw Avenue, Ermita, Manila ,1000, Metro Manila, Philippines.
8. Once the Final Verification is verified complete, submit the hard copy of all your official receipts corresponding to the declared QPPE (see QPPE section of the guidelines to see the eligible supporting documents) to: FILM DEVELOPMENT COUNCIL OF THE PHILIPPINES 855 Kalaw Avenue, Ermita, Manila ,1000, Metro Manila, Philippines.

# PROVISIONAL APPLICATION CHECKLIST

CHECK	DOCUMENT
<input type="checkbox"/>	Complete each page of the ACOF Provisional Application Form as much as possible depending on the type of project and its production stage
<input type="checkbox"/>	Attach the applicant bank certificate
<input type="checkbox"/>	Attach evidence proving that the ASEAN company is eligible to conduct business: business or working permit/clearance
<input type="checkbox"/>	Attach the co-production agreement between the applicant and the ASEAN company (bilateral or multi-party) showing the partners announced in the financing plan and presenting the respective contributions as well as expected revenue streams
<input type="checkbox"/>	Provide in English a copy of the script (except for documentary) OR previous script if it is a rewritten work with source material for adaptation OR the treatment of the project (8-10 pages) if the project is at an early development stage
<input type="checkbox"/>	Provide an artistic portfolio of the project (mood board, storyboard, URL to teaser or inspired short film...)
<input type="checkbox"/>	Attach vision statements from the producer and filmmaker
<input type="checkbox"/>	Provide the worldwide distribution plan (theatrical release, broadcast, VOD platform...)
<input type="checkbox"/>	Attach the Statutory Declaration signed by the applicant company and notarized
If available	
<input type="checkbox"/>	Attach the insurance coverage of the applicant company's responsibilities for all the activities required to make the project in the Philippines
<input type="checkbox"/>	Provide quotes from the projected main Filipino suppliers corresponding to the QPPE
<input type="checkbox"/>	Attach agreement letters for the already confirmed key cast and crew (first cameraman, head stereographer, cinematographer, art director, sound engineer, wardrobe director, hair stylist director, stunt coordinator, head sound mixer, film editor, first assistant director, production director, post-production manager, stage manager, visual effects supervisor)
<input type="checkbox"/>	Provide a copy of all of the documents relating to the "Chain of Title" and underlying rights
<input type="checkbox"/>	Attach letters of agreement of the principal financial resources (mandatory for all confirmed financial resources in the application form)
<input type="checkbox"/>	Provide evidence of an international sales agent attached to the project
If applicable	
<input type="checkbox"/>	For original work, attach a copy of the scriptwriters' authorized agreement OR for adapted works, authorization letter for the adaptation issued by the copyright holder
<input type="checkbox"/>	For applicant to post-production expenses only : a screening link to a 30 min rough cut



# FINAL VERIFICATION CHECKLIST

CHECK	DOCUMENT
<input type="checkbox"/>	Complete each page of the ACOF Final Verification form as much as possible depending on the type of project and its production stage
<input type="checkbox"/>	Attach the co-production contract between the applicant and the ASEAN company (bilateral or multi-party) showing the partners announced in the financing plan and presenting the respective contributions as well as expected revenue streams
<input type="checkbox"/>	Attach the final production schedule AND the final travel spreadsheet
<input type="checkbox"/>	Attach the shooting bible OR the daily production reports
<input type="checkbox"/>	Attach the list of the full personnel, cast & crew with nationalities detailing the ones under a Filipino contract
<input type="checkbox"/>	Provide all official receipts corresponding to the QPPE declared (see QPPE section of the guidelines to see the eligible supporting documents)
<input type="checkbox"/>	Provide the certification of true copy (template attached with the forms) signed by the applicant company and notarized
<input type="checkbox"/>	Provide the existing communication material (poster(s), flyer(s), press release kit....)
<input type="checkbox"/>	Provide the worldwide distribution plan (theatrical release, broadcast, VOD platform...)
If available	
<input type="checkbox"/>	Attach the contract(s) for distribution, theatrical release/VOD platform in the Philippines and abroad
<input type="checkbox"/>	Attach the international sales agreement or contract
<input type="checkbox"/>	Attach agreement letters with film festivals
If applicable	
<input type="checkbox"/>	For shootings on public locations: attach all the Filipino filming permits from the local authorities



# PROJECT EVALUATION

1. The project will be evaluated on the following:
  - Degree to which the work promotes the ASEAN culture & territory.
  - Degree to which the work contributes to the ASEAN film industry.
  - Degree to which a Filipino producer participates in the creative production of the work.
  - The global quality of the project.
  - The financial strength and stability of the project.
  - The international distribution potential through festival, theatrical/VOD release and platform in order to reach international audiences.
2. When necessary, FPO will seek the advice of one or more independent film production consultants on a strictly commercial-in-confidence basis to provide an independent assessment on the expenditures and budget of the project.
3. One committee will evaluate all FPI applications.
4. The applicant producer will be notified of the Committee decision after one of the Committee deliberations, with the amount granted if the project has been selected, or a statement of reasons in case the project has been denied.
5. The decision of the Committee is final and irrevocable. The FPO is not obliged to give any further explanation on the results.
6. Up to two (2) projects will be selected per cycle.

### **INCENTIVE CALCULATION**

1. Successful applicants can receive a fund up to One Hundred Fifty Thousand (150 000) USD (approx. PHP 7 268 000).
2. A fixed amount of Two Hundred (200) USD (approx. PHP 9 690) will be deducted from the last tranche of the applicant's fund to cover the administration processing cost of the FDCP.





# PAYMENT

1. In the event of a legal dispute, arbitration procedure or court orders, the Committee reserves the right to withhold the approved fund payment, until the matter is settled, or the ACOF Committee decides, after assessment of the dispute, that it is satisfied to release the payment.

2. The fund can be nullified with immediate effect, and the Committee can ask for the fund reimbursement under the following conditions:

- The applicant is unable to produce any documents or details asked for in the final report.
- The applicant submitted false information and/or documents that were obtained by fraud, material inaccuracies or misrepresentation.
- The Final Verification doesn't comply fully with the Provisional Application with key details of the project changed significantly: creative or financial.
- The QPPE incurred in the Final Verification is more or less than 10% of the approved production costs indicated in the Provisional Application.
- The film caused a negative impact to the natural resources and environment.

3. The Committee reserves the right of reimbursement of the fund already paid (in partial or in full) in case the received DVD of the project is not suitable and not compliant with eligible content as provided in section V.2. The applicant shall incur the legal interest in the event of delay to reimburse the fund already paid (in partial or in full), otherwise it shall be liable for damages.

4. The approval of the Provisional Application and the Final Verification is mandatory for the final installment. In case the Committee denied the Final Verification, the approved fund from the Provisional Application will be nullified and the Committee can ask for the reimbursement of the first 50% down payment of the Provisional Application.

5. The Commission on Audit (COA) reserves the right to exclude any incorrect and ineligible receipts and ask for the corresponding refund.

6. The payment shall be made in two installments. The first 50% (fifty) of the fund will be paid within sixty (60) days after the Provisional Notification and signature of the ACOF Memorandum of Agreement, and the remaining 50% (fifty) will be paid within sixty (60) days after the Final Verification Notification. It will be transferred to the applicant's bank account.

7. The applicant must notify the FDCP if there are any changes in ownership of rights. The applicant shall own the rights over the project which shall not be assigned to anyone else. The fund can be nullified, and/or reimbursed in any case.

8. The applicant shall hold FDCP harmless and indemnify FDCP against any third party claim in connection with infringement of any intellectual property right, or any accident, injury, loss or damage caused by the performance of the agreement.

9. Should the applicant renege from its responsibilities as specified therein and/or the FDCP determine the applicant to be in violation of the terms of the Memorandum of Agreement, the FDCP reserves the right to prohibit the applicant, its principals, and any parent or subsidiary companies from applying or accessing further funding from FDCP for a period of two (2) consecutive years upon written notice.



# QUALIFYING PHILIPPINE PRODUCTION EXPENDITURES

1. The expenses will include periods from development, pre-production, production to post-production of the film.
2. QPPE starts at the date the FPO confirms the receipt of the complete Provisional Application and ends at the date of reception of the complete Final Verification by the FPO.
3. Since FPO will hold an orientation for the applicant on qualified receipts and supporting documents (please see Provisional Application Process, No. 7), failure to submit proper receipts will be considered as an invalid QPPE. Official receipts and supporting documents can only be submitted once.
4. The applicant producer's fee must not exceed 10% of QPPE spent on the production.
5. All expenses (VAT and non VAT) are eligible production expense provided they are presented with valid and properly accomplished BIR registered official receipt/s.
6. Applicants must submit all the official receipts and supporting documents corresponding to the QPPE declared.
7. All receipts must be in the local currency, Philippine Pesos.
8. Each receipt must correspond to a specific expense, used for the project needs only.
9. Apportionment calculations can be used when the service provider's invoice does not distinguish the services provided for the project or other projects of the production company. The amount to claim as QPPE will be based on a daily rate calculation multiplied by the number of days the service was provided only for the project.
10. The FDCP Audit and Collection Unit reserves the right to exclude any incorrect or ineligible receipt and withhold the same from the computation of the eligible expenses.
11. The local spending must be spent in the Philippines and for Filipino registered businesses and/or other Filipino services and individuals, excluding a foreigner who works in the Philippines.

12. Invoices and official receipts must be issued in the name of the Filipino applicant company only except for the following:

- Services from the government offices e.g. Bureau of Immigration.
- Applicant company service fee.

13. The administration processing fee from the FDCP for each application is not eligible as a QPPE.

#### **14. SALARIES AND WAGES OF FILIPINO ACTORS AND WRITERS UNDER FILIPINO CONTRACT**

- Wages and related social contributions, paid to scriptwriters (advances on earnings), script consultants and director(s).
- Wages and related social contributions paid to actors.
- Wages and related social contributions paid to commentary, voice-overs, post-synchronization, recording of the soundtrack.

##### **Eligible supporting documents:**

- submit a deal memo OR fully executed Service Contract (see template) and a proof of payment (bank transfer/deposit slip or payslip) and a valid government ID.

#### **15. SALARIES PAID TO FILIPINO DIRECTION AND PRODUCTION STAFF UNDER FILIPINO CONTRACT**

- Production crew members responsible for: development and writing direction, storyboarding, artistic direction; direction and administrative, technical, and accounting production management; direction; direction preparation and assistance; technique and artistic quality of shots; technique and artistic quality of soundtrack recordings; set design and construction; artistic design of costumes, wigs, and clothing accessories; creation of costumes and accessories; dressing and care for costumes; actors' make up; creation of wigs and hairpieces, as well as hairstyling; props for the set; preparation and creation of special effects, including stunts.
- Production workers responsible for: machinery; lighting; set construction.
- Team members in charge of: rigging and animation set up; character conception and modeling; set conception and modeling; exposure sheets; pre-visualization; rotoscoping; tracking; motion capture; lay out; animation; set construction; tracing opaquing; colorization; lighting and rendering; compositing; visual effects; image and sound editing, mixing.
- The salaries and social contributions of the applicant permanent staff members can be taken into account proportionally to the period during which they are working on the project.

##### **Eligible supporting documents:**

- submit a deal memo OR fully executed Service Contract (see template) and a proof of payment (bank transfer/deposit slip or payslip) and a valid government ID.

## **16. EXPENDITURES INCURRED TO SPECIALIZED FILIPINO COMPANIES FOR TECHNICAL GOODS AND SERVICES**

- Development and pre-production: script-related research costs, translation costs, extensions to rights costs, preliminary casting, preparation of advanced production budget and schedule.
- Renting sound stages and adjoining premises.
- Renting locations specifically rented for shooting, excluding residential areas.
- Set construction on the shooting sites.
- Furniture rental (only that specifically needed for building or creating the set).
- Preparation and production of special effects, including stunts.
- Renting and creating costumes, hairstyles, and makeup.
- Equipment needed for shots, machinery, lighting, and sound pickup.
- Animation (preparation and creation).
- Equipment, supplies, computer hardware and software used directly for the animation process. The aforementioned computer software must be paid off during the production of the work for which it was designed or purchased.
- Post-production: image lab, image editing, voice recording, sound effects and sound design, mixing, sound editing, credits and trailers.
- Digital visual effects.
- Negative image film, magnetic sound film, and in general, all digital or non-digital image and sound media; filming, finishing, video, and subtitling studios.

### **Eligible supporting documents:**

- submit the cash invoice OR official receipt (see the notice on “scanning official receipt”) and brief description of the item purchased on the same page of the scanned copy of the official receipt.
- For Rentals: submit the rental contract with official receipt (see the notice on “scanning official receipt”)

## **17. MEALS EXPENDITURES**

- Catering only

### **Eligible supporting documents:**

- submit the catering service agreement with valid official receipt

## **18. ACCOMMODATION EXPENDITURES IN THE PHILIPPINES**

- Capped at fifteen thousand (15 000) PHP per night in Metro Manila and up to ten thousand (10 000) PHP per night elsewhere.

### **Eligible supporting documents:**

- submit hotel room/lodging bills with official receipts (see the notice on “scanning official receipt”)

## 19. TRANSPORTATION AND TRAVEL EXPENDITURES

- Transport and travel of artistic and technical materials and supplies.
- Transport and catering for the artistic and technical teams (nothing lavish).

### **Land Transport:** Car and taxi transportation service (e.g. Grab, Angkas, etc)

#### **Eligible supporting documents:**

- For land transportation, submit valid official receipts or e-receipts of the service.

**Air Transport:** Travel bookings done in the Philippines or via a Filipino travel agency for flights within the Philippines and/or to/from the Philippines and must be in ECONOMY CLASS.

#### **Eligible supporting documents:**

- Submit paper ECONOMY plane tickets and original departure and arrival boarding passes, with official receipt
- If travel is outside the country, must have additional justification relevant to the development of the script.
- If booking currency is not in PHP, please submit justify in a letter and attach conversion rate

**Water Transport:** Ferry, passenger ferry, RoRo ferry, and boat Travel bookings done in the Philippines or via a Filipino travel agency within the Philippines and/or to/from the Philippines and must be in ECONOMY CLASS.

#### **Eligible supporting documents:**

- Submit paper ECONOMY ferry tickets, with official receipt
- If travel is outside the country, must have additional justification relevant to the development of the script.

## 20. PROMOTION EXPENDITURES IN THE PHILIPPINES

Publicity and promotion material incurred by the applicant producer company before completing the production.

#### **Eligible supporting documents:**

- submit the billing statement with official receipt

## 21. PROJECT-RELATED OVERHEADS

- Printing, couriers, communication expenses, etc.

#### **Eligible supporting documents:**

- For printing and courier, must provide valid official receipt.
- For courier, must provide the official receipt or e-receipt of the purchased service and its waybill.
- For communication allowance, must provide the official receipt only.



## APPLICATION PERIOD

The application periods for submission for FPI are as follows:

1<sup>st</sup> Application period

**JANUARY TO MARCH**

Selection Committee in April

2<sup>nd</sup> Application period

**MAY TO JULY**

Selection Committee in August

3<sup>rd</sup> Application period

**SEPTEMBER TO NOVEMBER**

Selection Committee in December

In the event that the FPI budget for the year has already been spent, the application period of that year will be closed.



# IMPERATIVES

## **Any production that receives the FPI must:**

1. Register the production under the Safe Filming program: [www.safefilming.ph](http://www.safefilming.ph).
2. Allow the FPI team to visit the shooting or post-production work and to take pictures, videos (interviews, testimony) of the production set, cast and crew.
3. Mention as follows in the beginning or ending credits, either in English or original language of the production:
  - “This film benefited from the ASEAN Co-production Fund from the FilmPhilippines Office of the Film Development Council of the Philippines”
  - “Part of the film has been shot in the Philippines, in the Province of XXX...”
4. Add the logo of FPI in all prominent places on promotion materials, posters, DVD, commercials, promotional clips and all versions of the project screened/broadcasted internationally.
5. Provide to the FPI for documentation and promotion purpose, the promotional material of the Project with non commercial communication rights, to the extent allowable by agreements concerning confidentiality and the timing of release or broadcast: trailer(s), poster(s), flyer(s), behind the scene videos, photos and interviews, making of videos...
6. Upon completion of the project, the applicant producer must provide an offline DVD copy of the project.
7. For feature films, provide the FDCP:
  - a five (5) - year non-commercial right to public screening limited to the Philippine territory, reckoned five (5) years from the initial public exhibition of the film either local or international whichever comes first
  - in case of a direct On Demand release, a five (5) - year non-commercial right to release the same on demand view (i.e. TVOD, NVOD or SVOD) limited to the Philippine territory, reckoned five (5) years from release of the first demand view in its Country of Origin.Public non-commercial rights shall cover film screenings cultural or educational in nature and/ or purpose; Provided that prior consent from the producer is duly obtained and shall not disrupt the ROI streams of the producer. These screenings shall be free of charge and open to the general public.
8. Within two (2) years after the conclusion of the project, provide a full report of domestic and international box office, including corresponding incomes.



# FILM LOCATION ENGAGEMENT DESK

1. ACOF application automatically entitles the applicant to avail of the FLEX.

2. To help audiovisual projects, foreign and local, aiming to work in the Philippines, FLEX taps into FDCP's interagency government support network, and may assist your project with:

- **Finding your partner:**

Connecting with local film companies: production (line production, co-production), post-production, animation studio, distributors...

- **Location scouting:**

Connecting with local location managers or local government units to facilitate location scouting.

- **Sourcing of skilled cast & crew**

Assistance in sourcing Casting Directors and Filipino seasoned actors and performers as well as film crew through the FDCP National Registry

- **Sourcing of equipment and technical facilities**

Assistance with securing better rates for accommodations, transportation, suppliers, production equipment and technical facilities

- **Securing visas, special working permits, and passports**

Coordinating with the Philippine foreign affairs and immigration offices to obtain visas and special working permits for foreign crew, expedite passport applications and renewal for Filipino crew, and secure other permits and approvals related to travelling and filming in the Philippines

- **Obtaining location permits:**

Issuance of various government permits expedited by way of our agency's endorsement.

- **Production logistics**

Coordinating with local government units regarding production logistics (traffic re-routing, security detail, and other on-ground logistic aspects)

- **Special government production assets**

Coordinating with government agencies regarding special production requirements (i.e. military vehicles, armory and weapons)

- **Conditionally free importation and exportation:**

Importing and/or exporting equipment necessary for the production of your project.

- **Implementing health and safety protocols**

Assisting and orienting in the implementation of Safety and Health protocols with FDCP Safe Filming registration

The FPO will only endorse, coordinate, and put the project in contact with the government agencies and institutions involved in the services the production requires. The availability and effectiveness of the assistance offered by FLEX are all subject to the decisions, regulations, and recommendations of the concerned government agencies / units / institutions.

Contact for your FLEX concerns: [filmphilippines@fdcp.ph](mailto:filmphilippines@fdcp.ph)

# NATIONAL REGISTRY AND SAFE FILMING PROGRAMS



Founded in 2017, the National Registry is a program under the Film Development Council of the Philippines (FDCP) aims to organize a veritable database of all active film, television, and press workers, audiovisual companies, organizations, and film festivals all over the country, and open avenues for opportunities and activities that will promote the growth and development of the local audio-visual industry and promote its participation in both domestic and world markets.

NR also seeks to consolidate efforts as an empowered community of stakeholders so that film and audiovisual workers' voices may be heard and real action may be realized through the development of legislation and policy, education, social welfare, training, protection of intellectual property (IP), and freedom of expression, with active participation from all the sectors and stakeholders in the audiovisual industry.

**<https://nationalregistry.fdcph.ph/>**

Contact for NR inquiries: [nationalregistry@fdcp.ph](mailto:nationalregistry@fdcp.ph) or [fb.me/FDCPNationalRegistry](https://fb.me/FDCPNationalRegistry)



The Safe Filming is a program by the Film Development Council of the Philippines (FDCP) that implement the strategies of existing labor related policies that concerns the audiovisual industry and provides a global resource website that outlines the principles of safe production and provides information about systems, resources, forms, and all related documents and issuances to ensure working safely in the Philippines for both local and international film and audiovisual productions.

Safe Filming is also a platform that allows for active collaboration with support to stakeholders with their audiovisual activities and projects, which FDCP coordinates with government agencies such as DOLE, DOH, DILG, and LGUs for the monitoring of compliance to the existing safety and health protocols and other Occupation Safety and Health (OSH) related concerns including work-related injuries, illnesses, and any unsafe working conditions, may also be coursed through the Safe Filming for proper action.

**[www.safefilming.ph](http://www.safefilming.ph)**

Contact for SF inquiries: [safefilming@fdcp.ph](mailto:safefilming@fdcp.ph)