

GUIDE FOR FILMING IN THE RÍAS BAIXAS DESTINATION



Deputación
Pontevedra



riasbaixas



RIASBAIXAS
FILM COMMISSION

Introduction	2
Application and processing of filming permits (public spaces).....	3
Vehicle parking	6
Fees and deposits	7
Parks and gardens.....	9
Filming permits in municipal facilities and cemeteries	11
Filming permits on beaches and coastal areas	12
Filming permits in port areas.....	15
Permits for filming in private spaces.....	16
Changes to the filming application	16
Occupation of public property	17
Road closures	20
Road closures	21
Loading and unloading	21
Vehicle access to pedestrian or traffic-restricted areas	22
Street furniture.....	23
Electrical systems, public lighting and generating sets	24
Hydrants.....	26
Filming notification	26
Obligations to be fulfilled by the production company when filming	27
Risk prevention.....	27
Insurance.....	28
Noise	28
Filming using explosives, firearms, pyrotechnic articles or law enforcement uniforms	28
Filming with minors	30
Filming with animals	31
Filming with drones	32
Filming at sea.....	37
Safety	39
Cleaning.....	39

Introduction

Guide for filming

The purpose of this guide is to provide guidance to all natural persons or legal entities wishing to film in the province of Pontevedra on the procedures to be followed when applying for the relevant permits and on the guidelines to be considered when filming in the Rías Baixas destination.



The Rías Baixas Film Commission's functions will be limited to providing advice, support and collaboration to production companies in the permits processing. In other words, forms, contact details and/or information on the proceedings to be followed will be provided, but the production company itself will be responsible for communicating or conducting the necessary procedures with the relevant entity or person through the corresponding channels.

Application and processing of filming permits (public spaces)

Filming permit application form

Filming permit application form that involves occupying public roads or using municipal facilities, road closures, reserving parking spaces or making use of municipal infrastructures.

Filming notification form

It is necessary to notify the filming of productions with limited equipment and technical staff (fewer than 10 people) that do not require installing fixed elements, reserving public roads, using municipal facilities, applying for a road closure, reserving parking spaces or making use of municipal infrastructures.

How to apply

Applications for filming permits and notifications must be electronically submitted to the local council and/or the relevant competent body, attaching the filming permit application form, which can be requested from:

Rías Baixas Film Commission

Services provided:

- Assistance with filming permits.
- Advice on searching locations for filming, obtaining authorisations, providing logistical information, finding professionals and technicians, etc.

Contact info:

Telephone number: + 34 886 211 720 / + 34 986 804 100 (extension 41775)

Email: filmcommission@depo.es

Website: riasbaixasfilm.depo.gal

Processing times

The time periods for processing filming permits vary depending on the locations or requirements requested and start on the date the application is duly filled in and processed.

Recommendations:

- Filming notification form: 15 working days' notice.
- Filming permit application form without road closures, using council-owned spaces or auxiliary facilities (tents, scaffolding, fences, etc.): 15 working days' notice.
- Filming permit application form involving road closures, using council-owned spaces (including cemeteries and/or parks and gardens) or auxiliary facilities (tents, scaffolding, fences, etc.), and/or manipulating public lighting or street furniture: 30 working days' notice.
- Parking space reservation: 5 working days' notice.

When the production company announces a substantial change in the filming conditions, the application procedure will be cancelled and the processing times will start again.

On the filming dates, the representatives of the production company must keep a copy of the permit, which may be requested by municipal staff and/or the competent local police to verify its compliance with the conditions set out in the permit.

Required documents

To apply

- Filming permit application form or filming notification form.
- Copy of the civil liability insurance.
- Proof of fee payment (if applicable).
- Report with a detailed description and the technical specifications of the elements to be used (tents and stages).
- Installation project signed by a qualified technician (tents and stages).

Before filming

- Technical certificate of structural stability, installation, and safety measures (tents and stages).

After filming

- Financial form.
- Submission of high-resolution audiovisual and promotional material of the filming to the Rías Baixas Film Commission for advertising the province of Pontevedra as a filming destination.
- Authorisation for using images to promote the Rías Baixas Destination.

Provision of document templates

Contact the Rías Baixas Film Commission.

Obligations and responsibilities

The production company shall appoint a person responsible for the production, who will be the contact person for the Rías Baixas Film Commission and the local council or competent bodies regarding the technical coordination of the work.

The production company shall include in the project credits the logo of the Provincial Council of Pontevedra ([Deputación de Pontevedra](#)), the [Turismo Rías Baixas Department](#) and the [Rías Baixas Film Commission](#), as well as that of the local councils where the filming takes place. Therefore, the production company must request the logos from these bodies using the appropriate means.

Vehicle parking

The production company must specify on the filming permit application form if it is necessary to reserve space to park the vehicles that will be used in the filming, and attach a detailed sketch indicating the corresponding public road, the length of the space requested in metres, the type of vehicles to be parked, their number plates, and the geolocation.



Likewise, with a minimum of **72 hours' notice**, the production company shall send the corresponding local council a list of the number plates of the vehicles that will be used. Authorised vehicles must bear the logo of the production company in a visible place. The local police of the corresponding municipality must be in possession of the list of the number plates in order to avoid possible incidents related to traffic fines and/or the removal of vehicles.

This reserved parking space shall be used exclusively for the vehicles that, due to filming requirements, need to be parked close to the working areas. It is expressly prohibited to use this space for any other purpose.

Fees and deposits

Fees

The municipal fees to be applied shall be those in force at the local council and/or corresponding management body.

The fee payment form may be obtained from the local council or the banks operating with such management body.

Besides paying the fees set out in the tax ordinance, the production company shall be responsible for covering any deterioration or damage that may occur, as well as any costs related to services not provided by the local council that are necessary for filming or recording (cleaning, removal of street furniture, safety, etc.).

On the other hand, when filming in coastal or port areas, the relevant authorities will charge the following fees:

- Regional Ministry of Environment and Climate Change. Regional Government of Galicia (Xunta de Galicia)

The procedure for obtaining the 'Authorisation for occupations or uses on the coastline (both in the public maritime and terrestrial property and in its easement zones)' on sandy and coastal areas in the province of Pontevedra will involve the payment of the administrative fee 31.21.00 'Authorisation on coastal-related activities', representing 1% of the amount of the project subject to authorisation.



- Coastal Department of the Spanish Government in charge of the province of Pontevedra:



The 'Authorisation for occupying the public maritime and terrestrial territory for conducting certain activities' entails the payment of a fee corresponding to the surface area used for filming.

- Public business entity Portos de Galicia (ports of Galicia):

The procedure for applying for the 'Authorisation for occupying the public port property under the jurisdiction of the Autonomous Community of Galicia for the purpose of organising public performances and recreational activities' involves paying the administrative fee 30.40.01 'Authorisation to hold events on public roads', which amounts to €60.13.



In addition, after authorising the occupation, this entity will issue the fee corresponding to the area used for filming.

Deposit

The local council may request a deposit to cover any extraordinary work or damage to municipal property and services that may be caused by filming activities. The amount of the deposit will be calculated based on the risk associated with the activity to be carried out.

Parks and gardens

Occupations of municipal public property affecting green or landscaped areas must comply with the conditions set out in the filming permit, the provisions established by the corresponding local administration, and the following:

- In order to protect plants and underground irrigation systems, it is prohibited to carry out activities on landscaped areas, tree pits or flower beds, unless express authorisation is granted.
- The storage or accumulation of materials on the grass, flower beds or tree pits is not permitted, in order to prevent soil compaction and damage to tree roots.
- The installation of technical elements or props on the grass or in green areas requires express authorisation, which shall specify both the type of element to be installed and the necessary precautions to reduce its impact.
- It is strictly forbidden to use plants or trees as supports for anchoring, nailing or fastening any type of element or installation.
- During the filming activity, as well as when setting up and dismantling, access must be guaranteed at all times to vehicles used for park service and maintenance, while also respecting the easements over the landscaped areas.
- Catch basins and inspection chambers of any public service, especially those associated with the irrigation system, must remain unobstructed at all times.
- Vehicle circulation in parks and gardens shall require express authorisation. In any case, the number of vehicles must be limited to the minimum necessary and may only remain on the premises for the time strictly needed.
- Under no circumstances shall vehicles be allowed to move or park on landscaped or wooded areas. Parking will only be permitted in the spaces reserved for this purpose provided they have the corresponding authorisation.
- The production company shall take the necessary measures to ensure an adequate waste collection and management during the filming activity.
- If the assistance of park maintenance staff is required during filming, the costs of such assistance will be borne by the production company.

- Once filming has been completed, the staff in charge of municipal parks and gardens will carry out an inspection of the areas used to verify that everything is in good condition. If any damage is detected, the production company will be responsible for repairing it.



Filming permits in municipal facilities and cemeteries

For filming on municipal property, the spaces, dates, times, and a brief description of the activities to be carried out must be provided on the filming permit application form. Authorisation will depend on the activities scheduled at the requested location.

In the case of cemeteries, filming will be interrupted during burials.



Filming permits on beaches and coastal areas

12

1st Apply for authorisation from the Regional Ministry of Environment and Climate Change

Since July 2025, the 'Authorisation for occupations or uses on the coastline (both in the public maritime and terrestrial property and in its easement zones)' is under the jurisdiction of the Xunta de Galicia, in accordance with the provisions of articles 48 and 49 of the Galician Law 4/2023, of 6 July, on the integrated planning and management of the Galician coastline.

Therefore, it will be necessary to submit electronically the application form [MT701A: Occupations or uses on the Galician coastline](#) and provide the corresponding documents:

<https://sede.xunta.gal/es/detalle-procedemento?codtram=MT701A>

This type of authorisations will involve the payment of a fee on coastal-related activities, representing 1% of the amount of the project subject to authorisation¹.

After the fee payment and the assessment conducted by the Regional Ministry of Environment and Climate Change, it will be issued a favourable report towards the feasibility of the filming.

2nd Apply for permission from the relevant coastal authority, which can be done online:

It is necessary to submit the 'Authorisation for occupying the public maritime and terrestrial property for conducting certain activities' and pay the corresponding fee:

https://sede.miteco.gob.es/portal/site/seMITECO/ficha-procedimiento?procedure_suborg_responsable=17&procedure_etiqueta_pdu=null&procedure_id=47

To complete the procedure, you must submit the following:

- Favourable report from the Regional Ministry of Environment and Climate Change of the Xunta de Galicia.
- Area requested and activity to be carried out (indicating whether technical elements such as lighting or cranes, among others, will be installed on the coastal area).
- Dates and times of the filming or recording activity.
- Contact details.

¹ https://www.atriga.gal/es_ES/web/atriga62/tributos-da-comunidade-autonoma/taxas-e-prezos/tarifas-vixentes-de-taxas/anexo-2

- Map specifying the requested area (the map can be consulted at <https://siq.miteco.gob.es/dpmt/>).
 - o Rúa San José, 6 (36071, Pontevedra)
 - o + 34 986 845 300 / + 34 986 617 336
 - o bzn-dcpontevedra@miteco.es

Processing times: the Regional Ministry of the Environment and the Coastal Department of the Spanish Government in charge of the southern area of Galicia usually receive a significant number of applications (in general), so it is advisable to submit yours as early as possible, **at least two months in advance.**

If you are using boats, please read the section [Filming at sea](#).

Besides applying for a permit from the coastal authorities in Pontevedra, the production company should contact the Rías Baixas Film Commission to find out if any of the requested beaches or coastal areas within the province are under the jurisdiction of a local council. In that situation, it will be necessary to comply with the provisions of the corresponding conservation plan and obtain authorisation from the local authorities.

3rd Permits to shoot in protected areas of the Natura 2000 Network

In As Rías Baixas, in the province of Pontevedra, there are certain areas that, due to their natural, cultural, scientific, educational, or scenic importance, have been designated as [Special Protection Areas of Natural Values](#). This category includes areas of the [Natura 2000 Network](#) (79/409/EEC and 92/43/EEC directives) that do not have any other form of protection. There, the development of traditional uses and activities is permitted provided that they do not threaten the values that are being protected.

Natura 2000 is a European network of protected natural areas comprising the [Sites of Community Importance](#) (SCIs) and the [Special Protection Areas for Birds](#) (SPAs).

In this regard, to find out whether the filming will take place within or outside the boundaries of a protected natural area, please visit the following website (Chrome or Mozilla Firefox browsers are recommended):

<https://mapas.xunta.es/visores/conservaciondanatureza>

Once you have verified that your filming activity takes place in the Natura 2000 Network, you must process the relevant request for authorisation to the regional territorial headquarters using the generic form **PR004A**. You must fill in the form with the applicant's data and attach a document with detailed information about the planned recording or filming: route, dates, schedule, etc.

<https://sede.xunta.gal/detalle-procedemento?codtram=PR004A>

Further information can be found on [Natura 2000 protected areas network](#)

4th Fishermen's guild

On some shootings, it is also necessary to request permission from the fishermen's guild, as the activity being carried out may interfere with fishing or shellfish gathering in the area. In other words, if clams, cockles, etc. are being collected on that beach on the same day, both activities must be coordinated and conducted without obstructing each other's work and ensuring an effective collaboration.

Please visit the following websites for more information:

Xunta de Galicia

<https://mar.xunta.gal/es/el-sector/confradias-de-pescadores>

Galician fishermen's guilds

<https://www.confrariasgalicia.org/>

Filming permits in port areas

The filming permit must be requested from Portos de Galicia by submitting the application form IF500A, 'Authorisation for occupying the public port property under the jurisdiction of the Autonomous Community of Galicia for the purpose of organising public performances and recreational activities':

https://portosdegalicia.gal/es/solicitud_espectaculos

This procedure involves paying an administrative fee (30.40.01 Authorisation to hold events on public roads), which amounts to €60.13, and submitting several documents, including:

- Map of the port where the filming takes place².
- Statement of compliance indicating permission for filming from the corresponding local council.
- A brief report including the area required for filming, the parking area, etc.

Note: if you have completed the filming permit application form provided by the Rías Baixas Film Commission, it will be sufficient to attach this to the application form, together with the favourable report from the corresponding local council.

For any questions regarding the procedure, please contact Portos de Galicia at:

Email: zonasur@portosdegalicia.com
Telephone: + 34 886 159 290
Fax: + 34 886 159 301

The authorisation or rejection of the application submitted will be informed, considering the proper functioning of port activities.

Processing times: a minimum of 2 months' notice is recommended for shootings lasting several days and/or being highly complex. For other shootings or recordings, please apply at least 1 month in advance.

² Check the maps of the ports:

https://portosdegalicia.gal/solicitud_espectaculos

Permits for filming in private spaces

16

For filming requests in private places, the Rías Baixas Film Commission shall limit its role to providing advice and support to production companies in the application process. In other words, it will give them contact details and/or information about the places. However, the production company will have to contact the person or organisation in charge and carry out the necessary procedures.



Changes to the filming application

In the event that the changes affect the previously requested location, the original application will be cancelled and a new application must be submitted.

If the changes involve only the filming date or aspects related to the requirements previously indicated, these modifications must be reported as soon as possible by email to the Rías Baixas Film Commission, so that they can be processed as quickly as possible together with the corresponding public and/or private entities.

Occupation of public property

The filming permit application form must include the specific filming area, attaching a sketch and explaining the type of activity that will be carried out in that space, as well as the type of use requested (e.g., if the area needs to be totally or only partially closed).

The production company must comply at all times with the rules and instructions set out in the filming permit and ensure that the public space is used with the utmost respect for citizens.

If any auxiliary elements need to be installed on public roads for filming, such as tents, scaffolding, stages, fences, posters or any other similar item, this information must be specified in the application form, describing as precisely as possible the elements to be installed, the dates, and the expected times. In addition, the following documents must be provided:

Tents:

- A descriptive report and technical specifications for all elements that will be used, including the fire resistance certificate (minimum M-2 classification or equivalent) and documentation guaranteeing structural stability, provided by the manufacturer.
- Proof of accessibility for external emergency services.
- If the surface area exceeds 50 m², an installation project signed by a competent technician will be mandatory, including the proof of accessibility for emergency services and the specification of maximum wind resistance.

Portable and fixed stages:

- Detailed technical report of all required elements.
- Installation project signed by a qualified technician.

Once the installation has been completed and before the activity begins, a certificate signed by a qualified technician must be submitted, guaranteeing stability, correct execution, and safety measures in accordance with the current regulations and the provisions set out in this ordinance.

All facilities with a public's usable area exceeding 500 m² must also have a self-protection plan.

The competent local council may inspect and monitor the occupancy, facilities, and activities at any time, verifying that the authorised persons or entities comply with the conditions and requirements established in the corresponding permit.

The granted authorisations shall entail the obligation to maintain the public space used in perfect conditions of health and hygiene and to repair any damage caused as a result of the occupation or activity carried out. Likewise, at the end of the period of use, the production company must completely remove the facilities and equipment employed.

The authorised person or entity shall be responsible for ensuring that all film crew members have the corresponding accreditation to work in the public space.

REGULATIONS REGARDING TENT INSTALLATION

All tents must comply with Spanish standard UNE-EN-13782. The minimum internal headroom of the tent should be 2.3 m (2 m for hanging textile elements).

For any tent installation, regardless of its surface area, the following documentation must be submitted:

- Civil liability insurance.
- Report describing the activity.
- Fire resistance certification.
- Others: electrical installation, emergency action plan, etc.

Moreover, these requirements must be met:

- Estimated occupancy:
 - 2 people / m² if seated.
 - 3.5 people / m² if standing.
- At least one escape route with a minimum height of 2 m and width of 1 m.
- Structures must be designed to withstand a minimum pressure of 300 N/m² (equivalent to a wind speed of 80 km/h) in the case of tents having a width of 10 m or less and a height of 5 m or less. For larger tents, the criteria in Table 1, point 6 (design loads) of UNE EN 13782 shall apply. The activity will be automatically suspended if the wind speed exceeds 70 km/h at any given time. If winds of this speed are forecast, the technician in charge must notify the Fire Department so that the necessary measures can be taken.

- Kitchens must be located more than 1 m away from any material that is not classified as M0 or A1 and have a fire extinguisher with a minimum rating of 75F. Smoke extraction systems shall comply with current regulations.
- Only electric heating systems will be permitted inside the tents. Other types of systems should be put outside the tent at a sufficient distance away.
- A first-aid kit must be available in accordance with applicable regulations.

For tents with a surface area equal to or greater than 50 m², or for groups of tents separated from each other by less than 5 m and totalling 50 m² or more, the following additional conditions must be met:

- There must be at least two marked exit routes, 2 m high and 1 m wide, indicating the direction to the exit, and one of them has to be adapted for wheelchair users. If there are no doors, the exit frames must be marked with contrasting colour bands at least 20 cm wide.
- The maximum travel distance from any occupied space to an emergency exit shall not exceed 35 m.
- If there are seats, the distance to an escape route must be less than 5 m, and the free space between rows shall not be less than 45 cm. The minimum width of escape routes shall be 1 m.
- Emergency lights and exit signs are required.
- Provision of 21A-113B fire extinguishers (one per 100 m² or fraction thereof).
- Photoluminescent signage indicating 'exit' and 'not an exit', as well as the location of the fire protection equipment, which must have standard sizes.
- An outdoor area must be provided where people can evacuate if necessary, in accordance with the Spanish Technical Building Code.

Road closures

In the event that a total or partial closure of the public road is necessary, efforts will be made to ensure they are intermittent and carried out at times and on dates when there are less vehicle or pedestrian traffic, always guaranteeing access to emergency vehicles and providing alternative routes.

The application form must specify whether traffic restrictions are required for filming activities, and, if applicable, indicate if a total or intermittent road closure is necessary. However, the local police will examine the application and determine the type of road closure depending on the activity.

The time and duration of the requested closures will be evaluated considering the road characteristics, the time of day and the day of the week, while trying to reduce the impact and ensure compatibility with the towns's daily activities.

The production company shall appoint a person responsible for the production, who will be the contact person for the Rías Baixas Film Commission, to coordinate the necessary requirements, communicate any last-minute changes and collaborate with the local authority staff during filming. Likewise, the necessary auxiliary staff must be provided, according to the instructions given by the local council and/or body.

The local body shall appoint a road safety officer, whose duties will be:

- To determine the number and type of personnel required for closing the road (local police, auxiliary staff, production company workers, etc.).
- To establish the material resources necessary for carrying out the activity.
- To give detailed instructions to the auxiliary staff and the production company.

Auxiliary staff or production company workers must comply with the requirements set out in the regulations of the Spanish Directorate-General for Traffic, which include:

- To be over 18 years of age and hold a valid driving licence.
- To have written instructions from the road safety officer concerning the execution of road closures.
- To use an effective communication system to maintain direct contact with the road safety officer throughout road closures.

Road closures

- To be equipped with the appropriate signs, consisting of at least cones and green, yellow and/or red flags to indicate whether transit is permitted or restricted or if there is a dangerous situation.

The production company must comply at all times with the instructions and rules established by the road safety officer, as well as with the conditions set out in the filming permit application form.

Loading and unloading

The request for loading and unloading areas must be detailed in the application form, in the section corresponding to the occupation of public roads or parking space reservation.

The production company must comply at all times with the conditions and guidelines specified in the authorisation granted for this purpose.

If there is no specific authorisation to use these spaces during filming, their occupation shall be in accordance with the general regulations in force and the road signs for loading and unloading areas.

Vehicle access to pedestrian or traffic-restricted areas

To request access to these areas, you must specify this in the filming permit application, and follow the rules and instructions set out in the authorisation granted for this purpose.

All vehicles having permission to access these areas must be clearly and visibly identified, and a list of their number plates must be submitted to the relevant local police.



Street furniture

It is strictly forbidden to manipulate or remove any item of street furniture without the corresponding authorisation. Similarly, it is not permitted to carry out works, drilling or installing anchors in the ground or on walls in municipal spaces without prior authorisation.

Requests for using or manipulating street furniture in municipal areas must be indicated in the filming permit application form.

If the activity carried out in the public property affects street furniture, it must be restored to its original condition, regardless of whether it has been temporarily dismantled or damaged. All of the above notwithstanding the possible initiation of the corresponding disciplinary proceedings and the obligation to compensate for any damage caused.



The production company shall have to send a photographic document showing the condition of the street furniture both before and after the intervention.

The local council reserves the right to inspect the condition of the furniture after the intervention to verify that it has been properly maintained and, if necessary, may ask the production company to take any additional measures necessary to leave it in a good condition.

PUBLIC LIGHTING

Should the production company need to manipulate or control public lighting, this requirement must be indicated in the filming permit application form, available on our website, specifying the date, time, location and type of activity to be carried out. If necessary, the corresponding municipal infrastructure department will send a technician to the area so as to assess the requirements accompanied by a representative of the production company.

The production company shall comply at all times with the conditions and guidelines established by the person designated by the relevant local council for managing and manipulating public lighting.

ELECTRICAL SYSTEMS AND GENERATING SETS

In cases where electrical equipment needs to be installed or generating sets used during filming, this must be notified in the filming permit application form, detailing the items to be installed and the dates and times. Before starting the activity, the production company must submit a statement of compliance with current regulations and the municipal fire protection ordinance, as well as the corresponding authentication certificate in the case of electrical systems.

It is not allowed to use municipal electrical systems or public lighting points as a power source for filming, unless otherwise specified in the relevant authorisation.

When using your own generating set as a power source for filming, it must comply with the [Spanish Royal Decree 614/2001, of 8 June, on minimum requirements for protecting the health and safety of workers against electrical risks](#). In addition, the following precautionary measures shall be taken:

- Place the generating set in a location designed to cause minimal disruption to pedestrians and adjacent buildings.
- Preferably use soundproof generating sets; otherwise, they must comply with the municipal noise pollution regulations.
- Cables should preferably be installed at the intersection between the pavement and the building façades to prevent accidents.
- Cable protectors must be installed when crossing roads with motor traffic, and the areas with reduced visibility for pedestrians must be properly signposted.
- If cables are installed overhead, it is necessary to respect the minimum height established by law.

- In general, all necessary measures should be taken to ensure that the installation causes the least possible interference with pedestrian traffic.



Hydrants

In case hydrants are required during filming, this must be indicated in the filming permit application form, available on our website, specifying the location as well as the expected dates and times.

If deemed appropriate, the corresponding municipal environmental department will send a technician to inspect the area, check that the hydrants are working properly, and give the necessary instructions to the person in charge designed by the production company.

Similarly, if keys, hoses or other items need to be borrowed for using the hydrants, this request shall be sent to the corresponding municipal department.

After filming, all equipment provided must be returned in the same condition as it was delivered. The production company shall be responsible for any damage or loss and cover the associated costs.

Filming notification

When filming requires the complete closure of public roads or involves any other activity that directly affects businesses, homes and/or other facilities, the production company must notify everyone affected at least 72 hours in advance.

For this purpose, the Rías Baixas Film Commission shall be contacted by email, which will provide the corresponding filming notification form template.

Obligations to be fulfilled by the production company when filming

The production company shall appoint a production manager, who will be the contact person for the Rías Baixas Film Commission and with the local staff appointed by the corresponding council to meet the filming needs.

Throughout the filming activity, the production company must keep at the disposal of the municipal staff all documents showing compliance with the corresponding authorisation.

All vehicles involved in the filming must bear the logo of the production company in a visible place.

The production company shall strictly comply with the instructions and rules established by the road safety officer, as well as with all the provisions set out in the filming permit.

The local police shall have the authority to suspend any filming activity in the event of non-compliance with the terms and conditions of the permit.

Risk prevention

The production company must comply with the applicable regulations on occupational risk prevention as set forth in [Spanish Law 31/1995, of 8 November, on occupational risk prevention](#).

Filming using explosives, firearms, insurance, pyrotechnic articles or law enforcement uniforms

The production company must have a civil liability insurance policy and submit a copy to the Rías Baixas Film Commission together with the filming permit application form. This insurance must be in force from the start to the end of filming activities.

The production company shall be liable for any loss or damage resulting from the activities carried out during filming.

Furthermore, the production company is committed to interfering as little as possible with daily activities in the affected areas when filming.

Noise

Filming activities must comply with the established noise limits, and the geographical and time restrictions established in the corresponding municipal ordinance.

If the filming involves using explosives, firearms, pyrotechnic articles or any other similar items, as well as uniforms or vehicles with official or emergency identification, this must be clearly indicated in the filming permit application form, specifying the date and approximate time and giving a detailed description of the activity. In addition, business owners and neighbours must be informed using the filming notification form, which must be requested from the Rías Baixas Film Commission.

The appropriate authorisations must be obtained before using these items and may be requested at any time by the local police for verification purposes.

The production company shall be responsible for taking all necessary measures to ensure safety and prevent any damage to people or street furniture.



Filming with minors

All minors under 16 years of age who participate in an audiovisual work with leading or supporting roles must be covered by a contract complying with the requirements stipulated by current regulations. This regulation is contained in the [Spanish Royal Decree 1435/1985, of 1 August, which regulates the special employment relationship of artists in public performances](#). Article 2, concerning the capacity to enter into a contract, establishes that the labour authority may, exceptionally, authorise minors under 16 years to participate in public performances, provided that such participation does not endanger their physical health or their professional and human development.

For this purpose, it is necessary to submit to the Labour Relations and Occupational Health and Safety Department of the Xunta de Galicia, either in person or online, the application form [TR822C: Authorisation for minors to work in public performances](#), and attach the following documents:

- Copy of the ID card or foreign resident ID number of the applicant (father, mother or legal guardian) if they do not authorise access to their information.
- Copy of the ID card or foreign resident ID number of the minor (provided the minor has one) if they do not authorise access to their information.
- Copy of family record book or birth certificate (pages concerning the parents and the minor).
- Letter signed by the other parent of the minor stating that he or she agrees with the application submitted.
- Letter signed by the minor, if over 7 years of age, declaring that he or she agrees to carry out the work.
- Statement of compliance signed by both parents indicating that the minor's participation does not pose a risk to his or her physical health, professional or their professional and human development.

<https://sede.xunta.gal/detalle-procedemento?langId=es ES&langId=es ES&codtram=TR822C>

Once the authorisation has been granted, representatives must enter into an acting employment contract in accordance with the provisions of [Spanish Royal Legislative Decree 2/2015 of 23 October, approving the revised text of the Workers' Statute Law](#). The father, mother or legal guardian shall be responsible for exercising the rights and duties arising from such contract.

Filming with animals

When animals are included in shootings, it is essential to comply with current regulations, which prohibit their participation in performances or activities where they may be subjected to ridicule, physical harm or anything that may offend sensitive viewers.

In Spain, there are specialised companies with extensive experience in providing animals for audiovisual productions. They work under strict legal controls, including veterinary and administrative inspections carried out by relevant authorities, thereby ensuring compliance with the legislation.

When animals are imported from other countries, it is necessary to get the corresponding authorisations. If they come from a European Union (EU) Member State, the authorisations shall be issued by the corresponding autonomous community and must pass veterinary controls.

The Council of Europe has established the European Convention for the Protection of Pet Animals (articles 62 and 63), which acts as a regulatory framework for its 48 Member States, including the 28 EU Member States. This agreement defines the essential principles for safeguarding the welfare of pet animals, as well as their use in activities such as advertising and entertainment.

Following the ministerial reorganisation in Spain in 2023, responsibility for animal welfare in the audiovisual sector has been assumed by the Ministry of Social Rights and 2030 Agenda, in accordance with the provisions of the new [Law on animal welfare](#).

The Spanish Government provides detailed information on animal protection during transport, as well as on related regulations, which can be accessed on the official website <https://www.dsca.gob.es/es>

Filming with drones

Concerning filming with drones in **restricted areas and SPAs**, it should be noted that, in order to fly or operate drones, it is necessary to be registered and have an UAS operator number.

In Spain, air navigation is managed by the Ministry of Transport, Mobility and Urban Agenda through ENAIRE. This body works in coordination with the State Aviation Safety Agency (AESA), which is in charge of issuing the regulations.

Here are the steps to follow:

1st Submit the application form to the Cartographical and Photographic Centre of the Spanish Air Force (CECAF, by its acronym in Spanish). (Appendix1) (AIC) 05/20 Procedure for requesting technical limitations to obtain aerial images, filming and data capture with any type of sensor by civil operators.

For obtaining aerial images, fill in the authorisation form and send it to the CECAF via email at cecaf@ea.mde.es at least 10 working days before the proposed flight. Once authorisation is granted, it will be valid for 6 months.

For a flight permit and its coordination:

2nd Apply for a flight permit from the Spanish Ministry of the Interior at least ten working days in advance. For flight permits and coordination, there are two procedures for submitting the application:

ONLINE. A digital certificate or cl@ve registration is required. The form must be filled in and the notification procedure duly digitally signed and registered. For the signature to be valid, you must be registered with cl@ve-Firma or install autofirm@ to use local certificates.

You can apply for this permit using the following link:

<https://sede.mir.gob.es/opencms/export/sites/default/es/procedimientos-y-servicios/comunicacion-de-vuelo-de-aeronave/index.html>

IN PERSON. This is intended for anyone who does not have the necessary means and is not obliged to interact with the public administration through electronic procedures. To do so, you must complete the UAS communication form and submit it to any registry office of the Spanish General State Administration.

You can download the application form in PDF format at:

<https://sede.mir.gob.es/opencms/export/sites/default/.galleries/Procedimientos-y-servicios/20201228-Formato-Solicitud-Comunicacion-V9.0.pdf>

3rd Perform an aeronautical safety study using the Specific Operations Risk Assessment (SORA) methodology and submit it to the Spanish Aviation Safety and Security Agency (AESA, by its acronym in Spanish)

The aeronautical safety study is one of the key documents that every drone operator must carry out. It is a research project that generates an analytical report determining the safety level of the operations that are intended to be conducted with drones.

This study includes the potential risks arising from the operation and also the measures to be taken to reduce them, as well as an action plan for emergency situations. It must be approved by the AESA.

<https://sede.seguridadaerea.gob.es/sede-aesa/catalogo-de-procedimientos/solicitud-de-autorizaci%C3%B3n-operacional-para-operaciones-con-uas>

4th protected areas of the Natura 2000 Network (SACs and SPAs)

Within the scope of the Spanish Directorate-General for Natural Heritage, there would be restrictions within the areas included in the Natura 2000 Network (Special Areas of Conservation, SACs, or SPAs) of the **Galician Network of Protected Areas and in the Galician Atlantic Islands Maritime-Terrestrial National Park**. In this regard, to find out whether an activity takes place within or outside the boundaries of a protected natural area, you can visit the following website (Chrome or Mozilla Firefox browsers are recommended):

<https://mapas.xunta.es/visores/conservaciondanatureza>

Thus, with regard to flights to be carried out in these areas³, it is necessary to comply with the provisions of the Natura 2000 Network Master Plan (Galician Decree 37/2014, of 27 March), which is the regulation governing permitted, authorised and prohibited uses and activities within the Natura 2000 Network (SACs and SPAs).

³ The procedure for obtaining permission to fly drones in the Galician Atlantic Islands Maritime-Terrestrial National Park is different and will be dealt with subsequently.

According to Article 61(3)(f), third subsection, point (ii), Public use and sport activities, of this decree, the following activities shall be **authorised**:

‘The flight of aircrafts (light aircrafts, hot-air balloons, hang-gliders, paragliders or any other flying device), including take-off and landing manoeuvres, when carried out at an altitude of less than 1,000 m. Commercial flights and eventual rescue, surveillance, firefighting or other missions of general interest that are deemed necessary are excluded from the above specification’.

As a result of the above and as established in Article 5(2) of the aforementioned decree authorisations for uses and activities, as well as for those plans, programmes and projects that do not require the impact assessment referred to in Article 45.4 of Spanish Law 42/2007, of 13 December, and **that are eligible for authorisation in the plan, shall be granted by the head of the competent territorial authority responsible for nature conservation in the territory**, following an environmental report issued by the corresponding nature conservation department. Should such uses and activities, plans, programmes or projects affect more than one province, authorisation shall be granted by the competent directorate-general for nature conservation’.

Therefore, after verifying that the activity is carried out within the Natura 2000 Network, you must check the province where the activity (drone flight) will take place as the relevant territorial authority in that province will be in charge of processing your authorisation permit. You must fill in the generic application form PR004A with the applicant's details and attach a document providing as much detail as possible about the planned drone flight within the Natura 2000 Network area, as well as the recording or filming information: route, dates, scheduled times, etc.

The application form can be found at:

<https://sede.xunta.gal/detalle-procedemento?codtram=PR004A>

After completing the online application process, filling in the form and attaching the aforementioned documents, you must submit it to the headquarters of the Regional Ministry of Environment, Territory and Housing in Pontevedra:

- Email: conservacion.pontevedra@xunta.gal
- Telephone: + 34 986 805 097

4.1) Galician Atlantic Islands Maritime-Terrestrial National Park

In the case of the Galician Atlantic Islands Maritime-Terrestrial National Park, permission shall be obtained from the national park authority.

Therefore, the process to be used to request authorisation is the generic form PR004A. You must fill in the form with the applicant's details, and indicate in the subject field that it is a request for **authorisation to fly a drone in the Galician Atlantic Islands Maritime-Terrestrial National Park**. In addition, you must attach a document detailing as much as possible the planned drone flight: justification of the reason, route, dates, planned schedules, etc.

You can find the application form at:

<https://sede.xunta.gal/detalle-procedemento?codtram=PR004A>

After completing the online application process, filling in the form and attaching the aforementioned documents, you must submit it to the Directorate-General for Natural Heritage, of the Regional Ministry of the Environment (once received, it will be directly forwarded to the national park staff).

For further information, please contact the Galician Atlantic Islands Maritime-Terrestrial National Park's staff, who will process your request:

- Email: iatlanticas@xunta.gal
- Director/keeper of the national park: +34 886 21 80 92
- Deputy director: +34 886 21 80 97



Filming at sea

Use of boats in motion

1st Apply for permission from the coastal authority, which can be done online

- This type of filming, given that it involves using public maritime-terrestrial property, is regulated by Spanish [Royal Decree 876/2014, of 10 October, approving the General coastal regulations](#), which defines the applicable rules to be considered. Article 60 onwards of these regulations establishes that those uses having special circumstances of intensity, danger or profitability and those requiring the execution of works and installations may only be covered provided that a request for reservation and assignment is made and authorisation and concession are granted, subject to the provisions of [Spanish Law 22/1988, of 28 July](#).
- It is necessary to apply for a specific authorisation to carry out the activity, obtain it, and pay the corresponding fee.
https://sede.miteco.gob.es/portal/site/seMITECO/ficha-procedimiento?procedure_suborg_responsable=17&procedure_etiqueta_pdu=null&procedure_id=47
- The Coastal Department of the Spanish Government in charge of the southern part area of Galicia usually receive a significant number of applications (in general), so it is advisable to submit your application as early as possible, **at least two months in advance**.

2nd Letter to the Harbour Master's Office

When using any type of boat, close to the sandy area or inland part of a *ría* (coastal inlet), you will need to send a formal letter to the Maritime Safety Department of the Vigo Harbour Master's Office, explaining what you wish to do and in which area. After that, this department will check if there are any specific regulation or any safety measures you need to take into account.

If necessary, you will be informed about the data and information they need so as to issue their corresponding report to start filming:

seguridad.maritima.vigo@transportes.gob.es

Telephone: + 34 986 446 598



Deputación
Pontevedra



3rd Fishermen's guild

On some shootings, it is also necessary to request permission from the fishermen's guild, as the activity being carried out may interfere with fishing or shellfish gathering in the area. In other words, if clams, cockles, etc. are being collected on that beach on the same day, both activities must be coordinated and conducted without obstructing each other's work and ensuring an effective collaboration.

Please visit the following websites for more information:

Xunta de Galicia

<https://mar.xunta.gal/es/el-sector/confradias-de-pescadores>

Galician fishermen's guilds

<https://www.confrariasgalicia.org/>



Safety

The production company shall be responsible for taking all necessary measures to ensure safety during filming, protecting both people and property.

At all times, the following activities shall take priority over authorised filming activities:

- Ambulances and any emergency vehicles.
- Public transport.
- People with reduced mobility. Therefore, adequate space must always be provided to guarantee their safe movement during filming.

Cleaning

With regard to waste management and cleaning of public spaces used during filming, it shall be necessary to comply with the provisions of the relevant municipal waste management and street cleaning ordinances.

Specific attention should be paid to the section regulating activities on public roads: in all actions that may generate waste, all necessary measures must be taken to prevent this. In addition, it is necessary to clean affected areas immediately, without prejudice to the corresponding authorisations or permits.

Therefore, the production company shall be liable for cleaning the areas used for filming and for leaving them in the same condition as they were before. If municipal cleaning services are needed, the cost of this work shall be assumed by the production company.

Cleaning tasks must be carried out as quickly as possible once filming has been completed.



<https://riasbaixasfilm.depo.gal/>

filmriasbaixas@depo.es

+ 34 886 211 720

+ 34 986 804 100 (extension 41720)