



APPLICATION FOR PERMIT TO DEVELOP AND CONSTRUCT (PDC) FOR PRIVATE RORO OPERATIONS

APPLICANT PROFILE

Name of Company:		Tracking No.:	
Name of Applicant/Authorized Representative:			
Address 1 (Office Address)		Telephone Number 1:	
Address 2 (Billing Address)		Telephone Number 1:	
E-mail Address:		Fax Number:	
Tax Identification Number (TIN)		SEC Reg. No.:	DTI Reg. No.:
Business Type: <input type="checkbox"/> Single Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Joint Venture <input type="checkbox"/> Cooperative		CDA Reg. No.:	
Nature of Business:			

PRIVATE PORT PROFILE

Port Facility/Structure/s to be put-up including its dimensions:			
Estimated Cost of the Project:		Intended use/purpose:	
Location/Site of Private Port: Barangay _____ Municipality _____ Province _____			
Zone of Significant Port Interest	Area size (in sq.m.) (PortControl)	TCT No. and Owner (Back-Up Area)	Area Size (sq.m.)
Environmental Compliance Certificate (ECC) No.			

DOCUMENTARY REQUIREMENTS

(Put (✓) if submitted, (x) if not available)

Note: Documentary requirements shall be filed in three (3) clear legible copies including the original

<input type="checkbox"/> 1. Duly filled-out application form and Notarized Omnibus Undertaking <input type="checkbox"/> 2. Certified True Copy of SEC/DTI/CDA Registration or JV Agreement/Sanggunian Resolution/Board Resolution, whichever is applicable <input type="checkbox"/> 3. Certified true copy of Original Transfer Certificate (OCT)/Transfer Certificate of Title (TCT) for applied private port from Registry of Deeds and/or Lease Agreement <input type="checkbox"/> 4. Original Secretary's Certificate/Partnership Certificate designating the authorized representative of the company to transact business with the Authority <input type="checkbox"/> 5. Audited Financial Statements and Sworn Statement of Revenue for the last three (3) years <input type="checkbox"/> 6. Source of Funds – Certified true copy of Credit Line Commitment (CLC) equivalent to the portion to be financed by funding source the estimated cost of the port project and/or Bank Certificate provided that the amount is sufficient to cover the estimated cost of the port project <input type="checkbox"/> 7. For newly established entities, in lieu of Audited Statement, a certified true copy of bank certificate and/or CLC shall be sufficient <input type="checkbox"/> 8. Private port applicants shall have a minimum paid up capital of ₱100,000,000 for those applicants whose main business is on port operations <input type="checkbox"/> 9. Company Profile <input type="checkbox"/> 10. Port Master Plan or Feasibility study for the project, showing among others the following: <input type="checkbox"/> a. Summary of project scope, description, intended use of the project, demand projections/market study, economic impact; <input type="checkbox"/> b. Estimated cost of project, broken down into major components (land, civil works, equipment, etc) <input type="checkbox"/> c. General port lay-out plan and development plan <input type="checkbox"/> d. Vicinity map specifying the exact location of the port facility	<input type="checkbox"/> 11. Detailed Engineering (with detailed plans, working drawings, building plans, quantity and cost estimates, hydrographic and topographic survey, soil and foundation investigations, technical specifications, structural design and load analysis duly signed and sealed by a Licensed Civil Engineer and approved by private port owner/operator) <input type="checkbox"/> 12. ZSPI Plan, duly approved by the Authority <input type="checkbox"/> 13. Certified true copy of valid Environmental Compliance Certificate (ECC) or Certificate of Non-Coverage (CNC), whichever is applicable and Provisional Permit or Order Award for foreshore/miscellaneous lease applications, Special Use Agreement on Protected Areas (SAPA) or Mineral Production Sharing Agreement (MPSA) and/or Approved Deed of Assignment or Transfer of Leasehold Rights, whichever is applicable <input type="checkbox"/> 14. Philippine Reclamation Authority (PRA) Approved Application for Reclamation, if applicable
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ADDITIONAL REQUIREMENTS FOR PRIVATE RORO OPERATIONS

<input type="checkbox"/> 1. Ro-Ro Docking Facilities (an ordinary ramp must be able to accommodate a Ro-Ro vessel with 1,000 GRT or equivalent to the width of two (2) trucks) <input type="checkbox"/> 2. Passenger Terminal Facilities with basic amenities such as: sufficient passenger seats (100 pax seating capacity with a minimum area of 150 sq. m) including main entrance, departure, lounge, boarding area and emergency exit, clean comfort rooms for male/female with toilet fixtures, drinking stations and water system, child care stations with feeding area for nursing mothers/diaper changing table (minimum area of 6 sq.m), access ramps, railings for persons with disabilities/port users (maximum gradients of 1:12), priority lanes for pregnant women, women with children and senior citizens, properly labelled receptacles to segregate wastes, covered walkways to entry/exit doors, male and female ecumenical room, multi-faith prayer room (minimum area of 2.25 sq.m), clinic (minimum of 6 sq.m), free WIFI and changing stations, janitor area (minimum area of 2.25 sq.m); septic tank for 100 or less pax PTB, provided the effluent will be discharge to the existing sewerage system in accordance with DENR effluent standard, otherwise, provide Sewerage Treatment Plant (STP).	<input type="checkbox"/> 3. Marchalling Yard <input type="checkbox"/> 4. Lane meter measurement area <input type="checkbox"/> 5. Parking area <input type="checkbox"/> 6. Security (security access control center with complete security equipment like baggage x-ray machine and K-9 dog [minimum area of 34.08 sq.m. (includes security inspection area, x-ray and ballistic room)]) <input type="checkbox"/> 7. Health and safety facilities (designated isolation areas and sanitation stations)
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VALIDATION FOR PPA USE ONLY

<input type="checkbox"/> Filing Fee <input type="checkbox"/> O.R. No. Date _____ Received by: _____ ESD/Authorized Personnel: _____ Printed name & Signature _____	Remarks: <input type="checkbox"/> Endorse to Head Office/CSD <input type="checkbox"/> Return to Applicant Reason/s: _____ Noted by the Port Manager: _____ Printed Name & Signature _____
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**OMNIBUS UNDERTAKING
(SWORN AFFIDAVIT)**

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

A F F I D A V I T

I, (Name of Applicant/Authorized Representative), of legal age, (Civil Status), (Position/Title), (Name of Company/Address), after having been duly sworn in accordance with law, do hereby depose and state that;

I hereby apply for the Authority's issuance of **Permit to Develop and Construct (PDC) for Private RoRo Operations** located at (Address of the Applied Private Port).

As port applicant/port owner/operator/duly authorized representative of the company, I have fully power and authority to do, execute and perform any and all acts necessary to represent it in seeking from PPA the corresponding **PDC** being applied for.

I have complied and secured all the necessary government clearances/permits necessary to operate my business.

I hereby authorize your duly authorized official/employee to verify the statements/documents and information submitted herewith, to substantiate my eligibility as an applicant for a private port permit.

It is understood that I have complied with the requirements of other concerned government agencies prior to the construction of the private port and I am fully responsible and accountable in complying with the said requirements.

I hereby acknowledge that I have full knowledge of pertinent law, regulation covering private port construction.

I hereby acknowledge that I have fully read the information supplied in the application and any false or misleading information provided therein shall be a ground for the cancellation of the **PDC** issued, without prejudice to the filing of appropriate administrative, civil and criminal action against me and/or the company/entity I represent.

I hereby hold PPA free from all liens, encumbrances and liabilities resulting from non-compliance therewith.

I am executing this Omnibus Sworn Statement to attest to the veracity of the foregoing statements in support of the above-cited application.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, _____, in the City of _____, Philippines.

Applicant/Authorized Representative

SUBSCRIBED AND SWORN to before me this _____ day of _____, _____, in the City of _____ Philippines.

(Notary Public)

Doc. No. _____
Page No. _____
Book No. _____
Series of _____