



Tracking No. \_\_\_\_\_

**REQUEST FOR IMPROVEMENT/EXPANSION/REHABILITATION  
OF EXISTING PRIVATE PORTS WITH VALID COR/PTO  
(ISSUANCE OF PERMIT TO CONSTRUCT)  
(For energy related projects, relative to R.A. 11234 or EVOSS Act)**

**APPLICANT PROFILE**

Name of Applicant/Company: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Location of the Proposed Facility \_\_\_\_\_

Fax Number \_\_\_\_\_

Tax Identification Number (TIN) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Type of Application: ☐ New ☐ Additional

Nature of Business: \_\_\_\_\_

**CONSTRUCTION PROFILE**

Type/Description of Port Facility/Structure to be Put-Up: \_\_\_\_\_

Estimated Cost of Improvements to be Put-Up: \_\_\_\_\_

Construction Date \_\_\_\_\_

Expected Completion Date \_\_\_\_\_

**DOCUMENTARY CHECKLIST**  
(Put (✓) if submitted, (x) is not available)

**Basic Requirements**

- ☐ Unified Application Form with the following supporting documents:
- Summary of proposed improvement/expansion/rehabilitation;
  - Detailed Cost Estimates;
  - Design Computations;
  - Working drawings/building plans signed by a Licensed Civil Engineer;
  - Original copy of Secretary's Certificate designating company's Authorized Representative;
  - Certified true copy of Approved reclamation projects from PRA, if applicable

☐ Duly notarized Omnibus Undertaking (Sworn Affidavit)

**VALIDATION**

For PMO Engineering Division's Use Only  
(To be accomplished by person/s who signed/sealed/recommended plans/specifications approval)

Civil Engineer	Civil Engineer
PRC Reg. No.	PRC Reg. No.
Division/Section	Division/Section
PTR No.	PTR No.
Date Issued	Date Issued
Signature	Signature
TIN	TIN

☐ Filing Fee

☐ Certification Fee

 O.R. No. \_\_\_\_\_  
Date \_\_\_\_\_

 O.R. No. \_\_\_\_\_  
Date \_\_\_\_\_

Received by: \_\_\_\_\_

 \_\_\_\_\_  
ESD Authorized Personnel  
(Printed Name and Signature)

Endorsed by: \_\_\_\_\_

 \_\_\_\_\_  
ESD Manager  
(Printed Name and Signature)

Remarks: \_\_\_\_\_

Noted by: \_\_\_\_\_

 \_\_\_\_\_  
Port Manager  
(Printed Name and Signature)

**OMNIBUS UNDERTAKING  
(SWORN AFFIDAVIT)**

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**A F F I D A V I T**

(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 Construct (PTC) a private port located at (Address of the Applied Private Port).

As port applicant/port owner/operator /duly authorized representative of the company, I have full power and authority to do, execute and perform any and all acts necessary to represent it in seeking from PPA the corresponding PTC 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 operation of the private port and I am fully responsible and accountable in complying with said requirements.

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

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 PTC 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 \_\_\_\_\_