



SEP 24 2019

**PPA MEMORANDUM ORDER**  
NO 14 - 2019

**SUBJECT      Creation of PPA-Jagna for the Management and Operations of  
the Passenger Terminal Building (PTB) at the Port of Jagna, Bohol  
(PPA-PTB Jagna)**

---

In the exercise of the inherent function of the Authority to manage, operate, develop and maintain the Passenger Terminal Buildings (PTBs) and related services as prescribed by Presidential Decree No. 857 as amended, there is hereby created the PPA-PTB-Jagna in Bohol (PPA-PTBJ).

The PPA-PTBJ shall henceforth manage and operate the Passenger Terminal Building at the Port of Jagna, with powers, functions and duties as are or may be necessary to enable it to carry out its purposes, subject to the following guidelines:

1. Ensure the continuous and uninterrupted passenger terminal services in a more efficient manner.
2. Utilize the present labor force of the incumbent PTB Operator under the same terms and conditions prevailing at the time of the effectivity of this Order and observe all labor laws, rules and regulations.
3. Collect the existing Passenger Terminal Fees and rental rates and other charges for PTB services rendered.
4. Disburse funds to finance the necessary expenses of operations in accordance with the system prescribed by the Authority.
5. Conduct inventory of properties still in the custody of the PTB operator as of takeover date.
6. Conduct inventory of PTB records.
7. Conduct inventory of unused forms and supplies which can be used for the takeover.
8. Conduct inventory of office and field personnel.
9. Submit monthly operational and financial reports to the AGM for Operations.

A. Bonifacio Drive, South Harbor Port Area, Manila 1018, Philippines  
P.O. Box 436, Manila, Philippines  
Tel. No. (+632) 954-8800 Fax No. (+632) 527-4855  
website: www.ppa.com.ph

The management, supervision and control of the PPA-PTBJ shall be under the Port Manager of PMO-Bohol to be complemented by the PPA officials and employees as the General Manager or AGM for Operations may hereafter designate

This Order takes effect immediately and shall remain in force unless otherwise revoked or shortened as circumstances may warrant, provided, however that when there is no more need for such Special Takeover Unit (STU) the management and operations shall be turned over to the winning bidder of the public bidding to be conducted for the management, operation development and maintenance at subject port

For guidance



**JAY DANIEL R. SANTIAGO**  
General Manager