

SEP 24 2019



**PPA MEMORANDUM ORDER**  
NO. 15 -2019

**SUBJECT: CREATING THE PPA-MATI PORT SERVICES (PPA-MtPS)**

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To ensure continuous operations of the cargo handling services at the Port of Mati in Mati, Davao Oriental and in the exercise of the inherent functions of the Authority to directly provide and operate cargo handling and other related services pursuant to Presidential Decree No. 857, hereby created is PPA-Mati Port Services (PPA-MtPS).

The PPA-MtPS shall henceforth provide and operate the cargo handling services at the Port of Mati 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 delivery of vital cargo handling and other related services in a more efficient manner;
2. Utilize and employ members of the existing labor force, if any, as may be needed in the CH operation subject to their individual screening pursuant to the pertinent provisions of PPA Administrative Order No. 01-2006, as amended, in accordance with PPA Operations Memorandum Circular No. 02-2005 (Employment Status of Special Takeover Unit (STU) Personnel) and CSC/COA/DBM Joint Circular No. 1, s. 2017 dated June 15, 2017.
3. Collect existing rates and amounts and other charges for actual services rendered;
4. Disburse funds to finance the necessary expenses of operations in accordance with the systems prescribed by the Authority;
5. Conduct inventory of cargoes received and still in the custody of the operator as of takeover date;
6. Conduct inventory of cargo handling equipment, gears, tools and other properties of the operator;

7. Conduct inventory of cargo records and claims;
8. Conduct inventory of unused forms and supplies which can be used for the takeover;
9. Conduct inventory of office and field personnel; and
10. Submit monthly operational and financial reports to the Assistant General Manager for Operations.

The management, supervision and control of the PPA-MtPS shall be under the Port Manager of PMO-Davao to be complemented by the PPA officials and employees as the General Manager may be 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 STU, the cargo handling services shall be turned over to the winning bidder of the public bidding to be conducted at subject port in accordance with PPA Administrative Order No. 12-2018, "Guidelines for the Selection and Award of Contract Under the Port Terminal Management Regulatory Framework (PPA AO No. 03-2016, as amended).

For guidance.

  
**JAY DANIEL R. SANTIAGO**  
General Manager