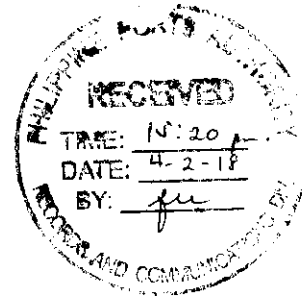




02 APR 2018

PPA MEMORANDUM CIRCULAR
NO. 04 - 2018



TO : All PPA Officials/Employees
And Others Concerned

SUBJECT : **IMPLEMENTATION OF PPA INTEGRATED
MANAGEMENT SYSTEM ON THE FACILITATION OF
VESSEL ENTRANCE AND CLEARANCE (VEC)
PROCESSES AND SUPERVISION OF WITHDRAWAL AND
ENTRY OF CARGO (WEC) AT THE MARINE AND
TERMINAL SERVICES (MTS) AT PORT OF PUERTO
PRINCESA, PMO PALAWAN**

Pursuant to Executive Order No. 605 entitled "Institutionalizing the Structure, Mechanisms and Standards to Implement the Government Quality Management Programs, Amending for the Purpose Administrative Order No. 161, s. 2006", and our commitment to Government Commission for GOCCs (GCG) for CY 2018, the PPA Integrated Management System (IMS) for **Port of Puerto Princesa, PMO Palawan** is officially implemented *effective 03 April 2018*, together with the approved IMS Policy and Procedure Manuals.

The IMS Policy Statement, as follows, is hereby adopted, made known and should be understood within PPA, as required by the ISO 9001:2015, ISO 14001:2015 and BS OHSAS 18001:2007 Standards:

"It is the policy of PPA to establish and implement an Integrated Management System which aims to:

- ***reduce environmental impact from port activities;***
- ***protect the well-being of all interested parties; and,***
- ***continually improve the quality of port operations and services.***

With this policy, the PPA commits to satisfy the needs and expectations of the interested parties and to comply with international, national and local statutory and regulatory requirements."

The Manager, Port Management Systems and Organizational Development Department (PMSODD) and the Manager, Port Operations Services Department (POSD) are hereby designated as the PPA Management Representative and PPA Deputy Management Representative, respectively, and shall have responsibilities as contained in the approved IMS Manuals.

All concerned PPA officials and employees are enjoined to comply with the provisions of said Manuals.

JAY DANIEL R. SANTIAGO
General Manager