

MAY 19 2022



PHILIPPINE
PORTS
AUTHORITY



PPA MEMORANDUM ORDER
No. 04 - 2022

SUBJECT: CREATION OF PHILIPPINE PORTS AUTHORITY (PPA) HILONGOS PORT SERVICES (PPA-HPS) FOR THE MANAGEMENT, OPERATIONS AND MAINTENANCE OF CARGO HANDLING (CH) SERVICES AT THE PORT OF HILONGOS

In the exercise of the mandate of PPA to manage, operate, develop and maintain the Cargo Handling (CH) Operations and to ensure continuous and efficient delivery of CH services as prescribed by Presidential Decree No. 857, as amended, the PPA-HPS is hereby created.

The PPA-HPS shall henceforth manage, operate and maintain the CH Operations at the Port of Hilongos, with powers, functions and duties as may be necessary to enable it to carry out its purposes, subject to the following guidelines:

1. Ensure the continuous and uninterrupted CH services in a more efficient manner;
2. Utilize the present labor force of the incumbent CH 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 rental rates, cargo handling fees and other charges for CH services rendered;
4. Disburse funds to finance the necessary expenses of operations in accordance with the systems prescribed by the PPA;
5. Conduct inventory of properties still in the custody of the CH operator as of takeover date;
6. Conduct inventory of CH records;
7. Conduct inventory of unused forms and supplies which can be used for the takeover;
8. Conduct inventory of office and field personnel; and
9. Submit monthly operational and financial reports to the Assistant General Manager for Operations.

The management, supervision and control of the PPA-HPS shall be under the Port Manager of PMO Western Leyte/Biliran to be complemented by the PPA officials and employees as the General Manager 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 STU, the management and operations 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, entitled "Guidelines for the Selection and Award of Contract Under the Port Terminal Management Regulatory Framework (PPA AO No. 03-2016, as amended)".

Please be guided accordingly.



JAY DANIEL R. SANTIAGO
General Manager