



FEB 10 2025

PPA MEMORANDUM CIRCULAR
NO. 004 - 2025

TO : All PPA Officials/Employees
And Others Concerned

SUBJECT : **IMPLEMENTATION OF PPA INTEGRATED MANAGEMENT SYSTEM ON THE PUBLIC ADMINISTRATION AND SUPERVISION ON VESSEL ENTRANCE AND DEPARTURE CLEARANCE, ENTRY/WITHDRAWAL OF CARGO AT PORT OF MANILA NORTH HARBOR, PMO NCR NORTH**

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 2025, the PPA Integrated Management System (IMS) for **Port of Manila North Harbor, PMO NCR-North**, is officially implemented *effective February 24, 2025*, 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 Standard:

"The Philippine Ports Authority, as a leading Government Owned and Controlled Corporation is committed to uphold the highest standards of corporate governance while being a champion and steward for the protection of the environment and in providing a healthy and safe workplace.

To achieve and maintain this goal, the organization commits to:

- ***Provide port facilities and services at par with global best practices and a port regulatory environment conducive to national development;***
- ***Engage activities for the prevention of pollution and damage to the environment;***
- ***Provide a safe, healthy, and work-conducive environment for our employees and client/stakeholders for the prevention of work-related injury and ill health, and elimination of hazards and reduction of OH&S risks;***
- ***Engage consultation and participation of workers;***
- ***Continuous improvement in the implementation and effectiveness of our Integrated Management System to adapt to current developments while complying with legal and other statutory requirements."***

The Manager, Port Management Systems and Organizational Development Department (PMSODD) and the Port Manager are hereby designated as the PPA Management Representative and PMO 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



PHILIPPINE
PORTS
AUTHORITY



EHSQ POLICY

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APPROVED:


JAY DANIEL R. SANTIAGO
General Manager