



MAR 24 2026

OPERATIONS MEMORANDUM ORDER
NO. 001 - 2026

TO : All Port Managers
All Shipping Lines and Vessel Operators
All Terminal Operators

FROM : The AGM for Operations

SUBJECT : **MANDATORY SUBMISSION OF BERTHING MANAGEMENT SCHEDULE FOR HOLY WEEK OPERATIONS (ALL PORTS)**

1. RATIONALE

In view of the anticipated surge in passenger and vessel traffic during the Holy Week travel period, all ports are expected to operate at or near maximum capacity.

To ensure orderly vessel movement, optimal berth utilization, and effective congestion management, there is a need to implement a uniform and system-wide **Berthing Management Schedule** across all PPA-managed ports.

The absence of a validated and consolidated schedule results in berth conflicts and inefficient vessel sequencing, passenger congestion due to overlapping arrivals and departures, increased safety and security risks within port premises, and reduced operational efficiency affecting turnaround times.

Accordingly, the submission and enforcement of a Berthing Management Schedule is hereby mandated for all ports, regardless of participation in any pilot systems.

2. COVERAGE

This Order applies to all shipping lines and vessel operators calling at all PPA-managed ports nationwide during the Holy Week period, covering both outbound and inbound voyages.

3. REQUIRED SUBMISSION

All shipping lines and vessel operators are hereby directed to submit their Berthing Management Schedule, containing the following minimum information: (a) *Departure Time*, (b) *Vessel Name*, (c) *Vessel Type*, (d) *Vessel Capacity*, and (e) *Allocated Passenger Capacity (or ORAS Capacity, where applicable)*.

The schedule shall follow the prescribed format, include complete daily vessel movements for the entire Holy Week period, and reflect realistic and executable timings aligned with port and berth constraints.

4. DEADLINE

All required submissions must be made **not later than tomorrow, March 25, 2026, at 5:00PM.** Submissions shall be filed with the concerned PMO and furnished to the Office of the AGM for Operations (OAGMO).

5. VALIDATION AND IMPLEMENTATION

All PMOs are hereby directed to validate submitted schedules based on berth capacity, navigational constraints, and terminal throughput, consolidate and issue the official Berthing Management Schedule for their respective ports, and enforce strict adherence to the approved schedule.

6. EFFECT OF NON-SUBMISSION OR NON-INCLUSION

Failure to submit the required schedule within the prescribed period, or failure to include a vessel therein, shall result in the following:

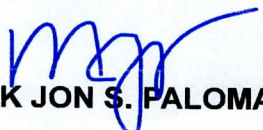
- a) Non-inclusion in official berthing plan - Only vessels included in the approved schedule shall be recognized for berthing allocation.
- b) Denial or Deferment of Berthing - PMOs are directed to deny, defer, or reschedule vessels not included in the approved schedule.
- c) Loss of Priority in Vessel Sequencing - Unscheduled vessels shall be treated as non-priority movements and accommodated only subject to berth availability.
- d) Operational Controls - PMOs may impose necessary controls, including queueing or anchorage holding, to prevent disruption of scheduled operations.

7. STRICT COMPLIANCE

This directive is issued to ensure predictable and disciplined vessel operations, efficient handling of peak passenger volumes, safety, security, and convenience of the traveling public, and system-wide operational coherence across all ports.

All concerned are hereby directed to strictly comply.

For immediate implementation.


MARK JON S. PALOMAR