



MARSMAN BUILDING 22 MUELLE DE SAN FRANCISCO SOUTH HARBOR PORT AREA, MANILA 1018 PHILIPPINES  
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28 July 2003

**PPA MEMORANDUM ORDER**

No. 12 - 2003

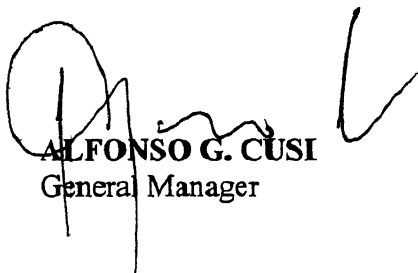
T O All District Managers, Port Managers  
Shipping Companies/Agents  
And Others Concerned

SUBJECT **Submission of Supplementary Vessel's Manifest**

To provide uniform implementation on the submission of *Amended Supplementary Manifest* by all shipping companies or its agents, the following guidelines shall apply

- 1 The preparation and submission to the Port Management Office (PMO) or Terminal Management Office (TMO) of the required amended or supplementary vessel's manifest by shipping companies or its agents shall be strictly implemented
- 2 The amended manifest shall be submitted at least 24 hours after the actual departure of the vessel from port
- 3 The amended manifest shall contain the accurate details and particulars of actual volume of cargoes loaded and passengers embarked onto a vessel, as prescribed by the Authority

For guidance and strict compliance by all concerned

  
**ALFONSO G. CUSI**  
General Manager

VISION

By 2010, PPA shall have met the international standards in port facilities and services in at least ten (10) ports in support of

MISSION

We commit to provide reliable and responsive services in our ports, sustain development of our port communities and the environment, and be a model corporate agency of the government

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