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**FEB 27 2017**

**PPA ADMINISTRATIVE ORDER**  
NO 04 - 2017

**T O** All Port Managers, Port Users  
And Others Concerned

**SUBJECT** **SUPPLEMENTAL GUIDELINES TO PPA ADMINISTRATIVE ORDER NO 03-2017 ENTITLED "AMENDMENT TO PPA ADMINISTRATIVE ORDER NO. 03-2016 ENTITLED PORT TERMINAL MANAGEMENT REGULATORY FRAMEWORK"**

PPA Administrative Order No 03-2017 which took effect on February 25, 2017 was issued to ensure the continuous and efficient provision of cargo handling services in all ports, while the bidding documents for the Terminal Management Scheme are being finalized for implementation

For clarity and uniformity of implementation, the following situations shall be covered in the issuance of Holdover Authorities (HOAs)

- 1 Cargo Handling Operators (CHOs) with expired permits to operate (PTO)/contracts without validly-issued Holdover Authority (HOA) but have been allowed to continue operating,
- 2 HOAs issued that have been granted but have already expired anew,
- 3 CH contracts due to expire in CY 2017

All HOAs shall be valid until February 25, 2018 or upon award of the Terminal Management Agreement, whichever comes first

All HOAs shall be issued and signed by the Port Manager concerned

For guidance

  
**JAY DANIEL R SANTIAGO**  
General Manager

Published in the following newspapers:

The Philippine Star - March 2, 2017  
The Manila Standard

*VISION*

*By 2020 PPA shall have provided globally competitive port services in the Philippines characterized by increased productivity efficiency connectivity comfort safety security and environmental sustainability*

*MISSION*

- 1 Provide reliable and responsive services in ports sustain development of communities and the environment and be a model corporate agency of the government
- 2 Establish a mutually beneficial equitable and fair relationship with partners and service providers
- 3 Provide meaningful and gainful employment while creating a nurturing environment that promotes continuous learning and improvement
- 4 Establish a world-class port operation that is globally competitive adding value to the country's image and reputation