

SIMPLIFICATION OF PROCEDURES IN THE PROCESSING AND ISSUANCE OF PERMITS TO OPERATE ANCILLARY SERVICES IN THE PORTS

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Adopted: 27 December 2013

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Pursuant to Section 2 (f), Article II and Section 6-a (ii), (iii), (v), (x), 6-b (xv) Article IV of PD 857, as amended and in line with the PPA's thrust of enhancing its competitiveness in the provision of vital port services, the following guidelines are hereby prescribed amending the Glossary of Terms on Ancillary Services (Annex "A"), Sections 6.2.1 (Annex B) and 6.2.2 (Annex C) of PPA AO No. 08-96 entitled "Regulations for the Registration and/or Grant of Permits for the Operation of Ancillary Services in the Ports":

1.

Application for Permit to Operate (PTO)

Applications for a permit to operate ancillary service shall be filed with the concerned Port Management Office (PMO) where the applicant intends to operate.

1.1

For New Application

The applicant shall accomplish the prescribed PPA Application Form and Customer Registration Form to be submitted together with the following supporting documents:

1.1.1

Specific area of operations with sketch

1.1.2

Proposed ancillary rates

1.1.3

Duly Notarized Omnibus Undertaking

1.2

For Renewal Application

The applicant shall file the prescribed Application Form within thirty (30) days before the expiration of the permit together with a duly Notarized Omnibus Undertaking. Failure to file within the prescribed period without justifiable reason constitutes a ground for non-extension of the Permit to Operate (PTO).

2.

Sworn Affidavit of Undertaking

All ancillary service provider applicants shall execute a duly notarized Omnibus Sworn Statement and shall comply with all the terms and conditions thereof. Otherwise, the permit issued is deemed revoked/cancelled. It shall be the responsibility and accountability of the applicant to comply with all the requirements prescribed by other government agencies in relation to his/her application for a PTO.

3.

Classification of Ancillary Services and Fees

3.1

The Glossary of Terms provided under Annex “A” of PPA Administrative Order No. 08-96 which categorized the ancillary services into Port Ancillary Services I and Port Ancillary Services II shall no longer apply.

3.2

Pending rationalization of the ancillary services fees, the applicable fees to be collected by PPA for the issuance of the PTO to service providers are the following:

Regulatory Fee - P1,500.00

Permit Fee - P300.00

VAT

All other provisions of PPA Administrative Order No. 08-96 remain valid and enforceable.

This Order shall take effect fifteen (15) days after publication in newspapers of general circulation.

(SGD.) TOMAS B. CARLOS
Officer-in-Charge

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