



JAN 16 2024

**PPA MEMORANDUM ORDER**  
No. 001 - 2024

**SUBJECT: CREATION OF PHILIPPINE PORTS AUTHORITY - SORSOGON PORT SERVICES (PPA-SPS) FOR THE MANAGEMENT AND OPERATION OF CARGO HANDLING (CH) AND OTHER RELATED SERVICES AT THE PORT OF SORSOGON**

In the exercise of the mandate of PPA to manage, operate, develop and maintain the port under its administrative jurisdiction, and to ensure continuous and efficient delivery of CH and other related services as prescribed by Presidential Decree No. 857, as amended, the PPA-Sorsogon Port Services (PPA-SPS) is hereby created.

The PPA-SPS shall henceforth manage and operate the CH services at the Port of Sorsogon, with powers, functions and duties as may be necessary to enable it to carry out its purposes, subject to the following guidelines:


1. Ensure the continuous and uninterrupted CH services in a more efficient manner;
2. Collect the existing rental rates, cargo handling fees and other charges for CH services rendered;
3. Disburse funds to finance the necessary expenses of operations in accordance with the systems prescribed by the PPA;
4. Conduct inventory of CH records;
5. Conduct inventory of unused forms and supplies which can be used for the takeover;
6. Conduct inventory of office and field personnel; and
7. Submit monthly operational and financial reports to the Assistant General Manager for Operations.

The management, supervision and control of the PPA-SPS shall be under the Port Manager of PMO Bicol to be complemented by the PPA officials and employees as the General Manager may hereafter designate.

This Order takes effect immediately and shall remain in force unless otherwise revoked or shortened as circumstances may warrant, provided, however, that when there is no more need for such STU, the management and operations shall be turned over to the winning bidder of the public bidding to be conducted at subject port in accordance with PPA Administrative Order (AO) No. 12-2018, entitled "Guidelines for

the Selection and Award of Contract Under the Port Terminal Management Regulatory Framework (PPA AO No. 03-2016, as amended),” and PPA AO No. 03-2023, entitled “Amendments to PPA AO No. 03-2016 and PPA AO No. 12-2018.”

Please be guided accordingly.

  
**JAY DANIEL R. SANTIAGO**  
General Manager