

MAR 15 2020



PPA MEMORANDUM CIRCULAR

NO. 09 2020

TO : The Port Managers
PMO NCR – North Harbor
PMO NCR- South Harbor
Port Terminal Operators
Manila South Harbor
Manila International Container Terminal
Manila North Harbor
Shipping Lines and Shipping Agents
Cargo Owners/Shippers/Consignees
Trucking Companies/Operators
All Concerned

SUBJECT : **GUIDELINES IN THE ISSUANCE OF CARGO ENTRY/WITHDRAWAL PERMIT**

This Circular is being issued pursuant to Department of Transportation (DoTr) Task Group Guidelines for the Management of Emerging Infectious Diseases dated March 14, 2020, and in consonance with Resolution No. 12, Series of 2020 dated March 13, 2020 of the Inter-Agency Task Force (IATF) for the Management of Emerging Infectious Diseases (MEID) and the Memorandum from the Executive Secretary dated March 14, 2020 on Stringent Social Distancing Measures and Further Guidelines for the Management of the Corona Virus Disease 2019 (COVID-19) Situation.

To ensure the unhampered movement of cargoes to and from the National Capital Region (NCR), all cargo trucks/vans going in and out of the Port of Manila (South Harbor, Manila International Container Terminal, and North Harbor) shall secure a Cargo Entry/Withdrawal Permit (CEWP) from the Philippine Ports Authority (PPA) to be presented at designated check points set up by the Philippine National Police (PNP).

The following guidelines shall be observed in the issuance of CEWP:

1. **PURPOSE.** The CEWP is a document which will serve as proof that the truck going in and out the NCR is performing an essential service and necessary for the continuous movement of goods and cargoes in and out the NCR for the duration of the community quarantine. It serves as a **PASS/CLEARANCE** to enter or exit from the NCR and to proceed to and from Manila Ports.
2. **VALIDITY.** It shall be valid for entry to and exit from the NCR and vice versa, or for the truck's single round trip voyage, for the period stated therein.
3. **AUTHORITY TO ISSUE.** The Port Terminal Operators, namely, Asian Terminals Inc. (ATI), International Container Terminals Inc. (ICTSI), and Manila North Harbor Port Inc. (MNHPI), are authorized to issue the CEWP, for and on behalf of PPA, to

trucks withdrawing from or delivering cargoes to ships calling their ports, subject to the following conditions:

- a. Adopt the CEWP Form hereto attached as Annex "A".
 - b. Use a unique control number with a prefix indicating the issuing port terminal operator (ex. ATI, ICT, MNH) for the CEWPs to be issued.
 - c. Submit to PPA a list of the CEWPs issued together with a copy issued on a weekly basis.
 - d. No fees to be collected for said issuance of CEWP.
4. **CANCELLATION.** PPA has the right to cancel or revoke CEWPs issued in violation of any of the conditions above-mentioned.

All PPA issuances inconsistent herewith are hereby revised or modified accordingly.

This Memorandum Circular takes effect immediately.


JAY DANIEL R. SANTIAGO
General Manager



Annex "A"

Philippine Ports Authority PMO NCR- _____ Manila _____ Harbor, Manila		
CARGO ENTRY/WITHDRAWAL PERMIT		
ATI/ICT/MNH Control No. _____		
SHIPPER/CONSIGNEE		
ADDRESS		
NAME OF DRIVER		
NAME OF HELPERS (max. 2)		
PLATE NO.		
TRUCK ROUTE/S: TO COVER ENTRY TO AND EXIT FROM THE NCR AND VICE VERSA (please declare area/s of origin and destination of trucks and cargoes)	From:	To:
SHIPPING LINE		
CONTAINER NO/S.		
Cargoes (TYPE/NATURE IF LADEN; INDICATE "EMPTY", IF APPLICABLE)		
By authority of the Philippine Ports Authority (PPA): ATI		
DATE ISSUED		
Name/Position (signature over printed name)		
NOTES/INSTRUCTIONS:		
1	This Permit serves as a PASS/CLEARANCE to enter/exit the National Capital Region (NCR) during the Community Quarantine.	
2	This permit is only for the transaction/s named above.	