



PHILIPPINE PORTS AUTHORITY
PMO MISAMIS ORIENTAL/CAGAYAN DE ORO
 PMO Admin Bldg. 2, Gate 5, Agora Road, Puntod, Cagayan de Oro City

PORT ADVISORY/BULLETIN/ANNOUNCEMENT
PABA No. PPD 015-2020

DATE: 19 March 2020	No. of pages including this page: Two (2) page
TO: PPA Employees CHO Employees Shipping Lines Ship Agents Other Port Stakeholders All Others Concerned	Emails:
FROM: The Port Police Division Manager	Email: bagartalia@ppa.com.ph PPD Email: moc_ppd@ppa.com.ph PMO Fax: (088) 856-4667
Cc:	
SUBJECT: TEMPORARY RECONFIGURATION OF PEDESTRIAN FLOW AT PMO BUILDING 1	
<i>ATTENTION: If you have received this communication with missing, incomplete, garbled or unreadable pages, please notify us at once through Tel.(088)856-1264; Fax(088) 856-4667; Email Address: ppapmocdo@ppa.com.ph or moc_ppd@ppa.com.ph</i>	
MESSAGE:	
<p>In line with the PMO's imposition of stringent social distancing measures pursuant to the directive of Inter-Agency Task Force on Emerging Infectious Disease to prevent further spread of Corona Virus Disease 2019 (COVID-19), the traffic flow of pedestrians at PMO Building 1 shall be temporarily reconfigured to decongest the transactions at Assessment, Collection and Billing Unit (ABCU) and to control access of pedestrians at PMO Building 1 which includes employees holding offices as well as port users and port stakeholders dealing various transactions thereat. Thus, the following access control guidelines shall be observed and implemented, to wit;</p> <ol style="list-style-type: none"> 1. There shall only be one entry point en route to PMO Building 1. One (1) security guard is assigned at the designated entry point to administer body temperature scanning using thermal gun to all pedestrians who intends to access the building. 2. PPA employees holding offices at PMO Building 1 shall utilize the Emergency Exit Door of the aforesaid building where the biometrics are installed as their ingress and egress points to/from the building. 3. CHO employees, shipping agents, shipping line representatives, vessel crews and other port users who intends to proceed to Marine and Dock Sections to attend the daily cargo planning and berthing meetings and/or facilitate other vessel and cargo-related transactions shall utilized the emergency exit door located at Marine Section as their ingress and egress points to/from the Marine/Dock Sections. 4. Drivers and truck helpers securing a Temporary Vehicle Passes (TVPs) shall proceed to the old Lobby of PMO Building 1 utilizing the covered walkway located at the northern part of the building. 	

The guards assigned at the old PMO Building 1 - Lobby shall only issue Order of Payment (OP) for TVP if upon checking to the records provided, the Permit to Operate (PTO) to which the vehicle is affiliated has already been renewed, processing of PTO renewal is on-going and/or the vehicle is transient in nature. Otherwise, the guard shall not issue OP for TVP to the driver/truck helper and advise same to secure a PTO.

After securing the OP for TVP, the driver/truck helper shall then proceed to Cashier (Window 1) located at the old Lobby of PMO Building 1 for payment and securement of TVP ticket.

5. Pedestrians transacting business with the BDMO Office may proceed to Window 14 of ABCU only if they have to submit and/or secure document/s relating to their application of permits. Otherwise, they can convey their concerns/issues to the BDMO staff thru the BDMO Hotline number: 0917-133-3991 or send an e-mail to bdmo.ppamoc@gmail.com.

ABCU guard shall ensure that port users transacting business thereat are observing the 1-meter apart seating arrangement. He/she shall control entry of pedestrians thereat and advise other port users to queue outside ABCU by sitting down on the pre-arranged chairs which are at least 1 meter apart provided by the Authority for such purpose. Similarly, the guards assigned at the old PMO Building 1 - Lobby shall observe the same scheme in case of queuing of drivers/truck helpers securing the TVP.

Attached for your ready reference and guidance is the layout of PMO Building 1 depicting therein the flow of pedestrians in relation to the nature of their transaction.

This Advisory is temporary and shall only cease based on the future issuances or directives from concerned health agencies or IATF on Emerging Infectious Disease relating to the prevention and containment of COVID-19.

For guidance, ready reference and appropriate action.


PPSUPT BERNARDO A GARTALIA

Encl: A/S

(Note: This communication has also digitally scanned and transmitted to your official email addresses. Please be advise this Office of any changes in said addresses, or of alternative addresses.

Email Addresses of port users and stakeholders

