



PHILIPPINE  
PORTS  
AUTHORITY



12 November 2020

**PPA PMO MEMORANDUM CIRCULAR**  
**No. 019- 2020**

**TO :** All Division and Terminal Managers  
Task Force on Private Ports  
Business Development and Marketing Office  
Private Port Owners/Operators  
Others Concerned

**SUBJECT :** Guidelines on the Processing of Private Port Applications for  
Energy Related Projects in Compliance with Republic Act No.  
11234 or the Energy Virtual One-Stop Shop Act


Disseminating herewith PPA Memorandum Circular No. 21-2020 on the Processing of Private Port Applications for Energy Related Projects in Compliance with Republic Act No. 11234 or the Energy Virtual One-Stop Shop Act, promulgated to establish rules and prescribe procedures and comply with the relevant provisions of RA 11234 (*Please see attachments*).

The said Memorandum Circular emphasized the following timeframe for the processing of accepted applications in accordance with EVOSS Act:

Type of Application	Timeframe (in calendar days)
Clearance to Develop (CTD)	10 days
Permit to Construct (PTC)	10 days
Certificate of Registration/Permit to Operate (COR/PTO)	10 days

Also embodied in the said Circular are the eligibility requirements of private port applicants on energy-related projects (Annex A) and documentary requirements and process flowcharts for the 3 types of application (Annex B-D).

For information and guidance.

  
**ISIDRO V. BUTASLAC, JR.**  
Port Manager

