



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

**PORT ADVISORY/BULLETIN/ANNOUNCEMENT**  
**PABA No. PPD 050-2020**

DATE: 18 November 2020	No. of pages including this page: <b>Two (2) pages</b>
TO: <b>All PPA Employees</b> <b>Cargo Handling Operator Personnel</b> <b>Shipping Lines Personnel</b> <b>Concessionaires</b> <b>Service Providers</b> <b>Contractor Personnel</b> <b>Port Users</b> <b>Passengers</b> <b>Visitors</b> <b>Other Government Agency Personnel</b> <b>All Others Concerned</b>	Emails:
FROM: <b>The Port Police Division Manager</b>	Email: <b>bagartalia@ppa.com.ph</b> PPD Email: <b>moc_ppd@ppa.com.ph</b> PMO Fax: <b>(088) 856-4667</b>
CC: Division Managers and other concerned units of this PMO	
SUBJECT: <b>TRAZE CONTACT TRACING APPLICATION</b>	
<i>ATTENTION: If you have received this communication with missing, incomplete, garbled or unreadable pages, please notify us at once through <b>Tel.</b>(088)856-1264; <b>Fax</b>(088) 856-4667; <b>Email Address</b>:ppapmocdo@ppa.com.ph or moc_ppd@ppa.com.ph</i>	
<b>MESSAGE:</b>  In compliance with PPA MC 18-2020 re Guidelines for the Prevention, Control and Mitigation of the Corona Virus Disease (COVID-19) in the Offices and Facilities of the Philippine Ports Authority and PPA MC 36-2020 re Guidelines on the Use of TRAZE Contact Tracing Application, entry to the port by all persons shall be through the use of TRAZE Contact Tracing application designed jointly by PPA in-house IT experts and third party developer Cosmotech Philippines, Inc. It is aimed at readily detecting contact/s of an identified COVID-19 positive person who have entered the port premises and undertake preventive measures to contain the possible spread of the infection.  Minimum requirements to download the TRAZE application are the following:  <ol style="list-style-type: none"><li>1. A network-ready mobile phone capable of installing the TRAZE application downloadable from Google Play, Samsung Galaxy Store and Appgallery for android phone users, and Appstore for iPhone/iOS smartphone users;</li><li>2. At least 5.7 mb internal space to install the application;</li><li>3. Sufficient space to use the application.</li></ol> Once installed in the device, user may register in the application as an individual and scan the QR code posted at designated entry points of the port. Download and installation guides/instructions are posted at Gate 4, Gate 3, Building 1 Entrance, and Passenger Terminal Complex. Port Police personnel shall provide assistance in downloading, installation and registration in the application.	

Those who have no internet-capable devices may go to the Malasakit Helpdesks located in the following sites to register and get his/her QR code for scanning upon entry:

- a. Gate 4
- b. Building 1 Entrance
- c. Passenger Terminal Complex
- d. Building 2

Offices, ticketing outlets and stores inside the port shall also register as Establishment and make the following available at their windows/entrances:

1. QR code of establishment for scanning by co-employees/passengers/clients;
2. Smartphone with installed TRAZE application for scanning of QR code of co-employees/passengers/clients who have no smartphone.

Entry to the port through TRAZE shall be mandatory effective 28 November 2020.

For information, guidance and compliance.

  
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 Adresses of port users and stakeholders*