

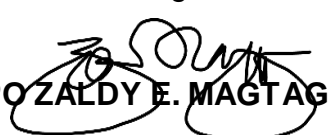


PHILIPPINE  
PORTS  
AUTHORITY



**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 001-2024**

DATE: 18 January 2024	No. of pages including this page: <b>One (1) page</b>
TO: <b>PPA Personnel</b> <b>Port Police Officers</b> <b>PPA-hired Security Guards</b> <b>Shippers/Consignees</b> <b>Shipping Lines</b> <b>Other Port Stakeholders</b> <b>All Others Concerned</b>	Emails:
FROM: <b>The Acting Port Police Division Manager</b>	Email: <b>zemagtagad@ppa.com.ph</b> PPD Email: <b>moc_ppd@ppa.com.ph</b> PMO Fax: <b>(088) 856-4667</b>
Cc: Division Managers, CHOs, Shipping Lines and other concerned units of this PMO	
<b>SUBJECT: NEW SECURITY SERVICE PROVIDER OF OROPORT CARGO HANDLING SERVICES, INC IN THE PORTS OF CAGAYAN DE ORO AND OPOL</b>	
<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>	
Reference: 1. Memorandum issued by Oroport Cargohandling Services, Inc dated 11 January 2024	
<b>MESSAGE:</b>	
This has reference with the Memorandum No. 0048-2024 issued by Oroport Cargohandling Services, Inc. (OCSI) dated 11 January 2024 relative to the assumption of their new security service provider.	
Anent thereto, please be respectfully informed that Heracles Security Agency is the new security service provider of Oroport Cargohandling Services, Inc., the Cargo Handling Operator of the Baseport (CDO Port) and Opol Port, effective 16 January 2024.	
Hence, effective 16 January 2024, all security-related issues, concerns, communications and coordination appertaining to cargo handling operations of the Baseport and Opol Port shall be course through the above-mentioned security agency. However, pursuant to E.O 513, subject security agency is under the supervision of Port Police Division of this PMO in collaboration with the security department of OCSI.	
This Advisory takes effect on 16 January 2024, unless sooner revoked or otherwise amended by OCSI.	
For information, guidance and compliance.	
 <b>CPPO ZALDY E. MAGTAGAD</b>	
Encl: A/S	
<i>(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.</i>	
<i>Email Addresses of port users and stakeholders</i>	



Memo No. 0048 - 2024

To : **ALL CONCERNED**  
From : Admin/HR Services Dept.  
Date : January 11, 2024  
Subject : **ORGANIZATIONAL CHANGES**



In pursuit of continual improvement in our organization, changes have been made to streamline our operations and processes, to wit:

1. **SECURITY GUARD POSTING** – Effective **January 16, 2024**, all security guard deployment will be changed to Heracles Security Agency with its Detachment Commander and SIC deployed at port to ensure effective, efficient, and timely resolution of all security matters.

In line with this, all Regular Employees, Seasonal and Capataz/PBR Workers are expected to abide the company and PPA policies, i.e. wearing of PPEs, company ID or PPA ID whichever is applicable, and complete uniform (for regular and seasonal) at all times when reporting to work. In addition, please be informed that Heracles Security Guards are authorized to issue a Violation Citation Report (VCR) to anyone caught violating any of the policies, rules and regulations subject to review by Oroport Security Officer and department concerned prior submission to the Admin/HR for appropriate disciplinary action, if necessary.

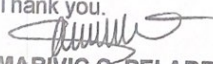
2. **REALIGNMENT** – The following sections, namely: **SAFETY, SECURITY, GENERAL SERVICES, and PORT MAINTENANCE** are now under the **PORT FACILITIES DEPARTMENT** effective December 18, 2023 under the management of Mr. Arnold "Bong" M. Alonzo concurrent to his position as Resident Manager.

In line with this, all concerned supervisors and personnel under the above-mentioned sections will be reporting directly to Mr. Bong Alonzo in matters relating to reports, approval, and other issues related to the function. In addition, Ms. Ailene A. Bete will be transferred to the office of the Resident Manager to smoothly facilitate the incoming and outgoing flow of documents/ correspondence and maintain records of the department in accordance with the records management system of the company.


By copy of this memo, all department heads and supervisors are required to prepare list of official documents/forms (with sample of accomplished form, if possible) that are relevant to the entry/exit and others concerning security protocols, and signature specimen of authorized signatories to sign such documents/forms, and submit to the Admin/HR on or before **January 15, 2024 (Monday)** for Heracles' reference purposes. Moreover, Sagittarius Security Agency is hereby enjoined to facilitate proper turnover of responsibilities to the income security agency for the smooth transition of this undertaking.

The management expects all employees and departments concerned to cooperate during this transition.

Thank you.

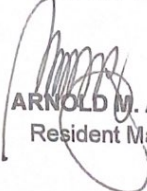
  
**MARVIC C. PELADRA**  
Admin/HR Manager

Noted by:

  
**GERALDINE E. ARBUYES**  
Acting Vice President/Corporate Controller

cc. JLN / Div/Dept Heads / Unions / **PPA** / Bulletin / File

Signed on behalf of the President,  
**JOHNNY L. NG:**

  
**ARNOLD M. ALONZO**  
Resident Manager

*VISION: To be a globally competitive and diversified port cargo handling services provider*

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