

12. Watering Service

The purpose of this procedure is to ensure that each watering activity is properly controlled and to ensure maximum safety precautions are exercised to prevent untoward incidents.

| Office/Division: | PPA PMO Port Service Division- Marine Section/ Finance Division- Assessment & Collection | | | |
|---|---|--------------------|-----------------|--|
| Classification: | Simple | | | |
| Type of Transaction: | G2B-Government to Business G2C-Government to Citizen | | | |
| Who may avail: | Vessel or Shipping Line Representative/ Client | | | |
| CHECKLIST OF REQUIREMENTS | | WHERE TO SECURE | | |
| 1. Application Form | | PSD-Marine Section | | |
| Client Steps | Agency Action | Fees to be paid | Processing Time | Person Responsible |
| 1. Notifies in advance the Harbor Master/ Authorized Representative on his intention to conduct watering service inside the port. * Client may submit thru email the scanned copy of intent to conduct watering service. | 1. Takes note of the upcoming watering service. * Application Form for Watering Service shall be sent to the client via email. | None | 5 mins. | Harbor Master/ Authorized Representative |
| 2. Applicant fills out the Application Form for Watering Service at the Marine Section. * Submission can also be done thru electronic means like email and fax messages. | 2. Receives and evaluates the accomplished form. If in order, approve the application. *Scanned copy of the approved Application Form including the amount to be paid will then | None | 10 mins. | Harbor Master/ Authorized Representative |

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| | <p>be forwarded to the client via email. Marine section to furnish Collection Section copy of the application.</p> <p>If not, denies the application and notify the client.</p> | | | |
| <p>3. Presents the approved Application Form to the Cashier and pays the corresponding fees.</p> <p>* Client may opt to pay via e-payment facilities or through banks, e-payment Confirmation Receipt or Validated Deposit Slip as proof of payment shall be forwarded to the Collection Section via email.</p> | <p>3. Provides assessment and collects the payment. Issues PPA Official Receipt.</p> <p>* For payments coursed via e-payment facilities or through banks, proper verification prior to receipting shall be done. A scanned copy of the official receipt and Permit will then be emailed back to the client. Collection Section will forward the original copy of the client's Official Receipt and Permit to the Port Police to be picked up by the client later.</p> | <p>Please refer to the schedule of fees below</p> | <p>10 mins.</p> | <p>The Senior Cashier/ Cashier A/Cashier B/ Special Collecting Officer</p> |

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|---|--|---|-----------------|--|
| 4. Provides a copy of the Watering Permit to PPA Security Guard at the gate. | 4. Checks watering permit. * Gives the original copy of the Official Receipt and Permit to the client. | None | None | Port Police/ PPA Security Personnel |
| 5. Vessel/Water Barge/ Water Truck start watering, observing the general requirement and safety precautions | 5. Monitors compliance with the general requirement and safety precautions relating to the watering activity. Inspect the working area after the activity. | None | None | Harbor Operation Officer /Terminal Operations Officer |
| TOTAL: | | Please refer to the schedule of fees below | 25 mins. | |
| Per Part 6.3.1.1 of ARTA M.C. No. 2019-002 as provided in Reference B: -for 8 hours use 1 day, for 60 minutes use 1 hour, for 60 seconds use 1 minute except for hospitals and government agencies with 24 hours operations | | | | |

Please see below the schedule of fees

Watering Service schedule of fees

| Port Management Office | Rates |
|-----------------------------|---|
| Northern Luzon | ₱29.12 without Permit to Operate: ₱650.00 + 12%VAT = ₱728.00 |
| NCR-North | ₱28.00 |
| NCR-South | ₱28.00 |
| Batangas | ₱0.50 per metric ton |
| Marinduque/Quezon | with Permit to Operate no corresponding fee: ₱26.00 + 12%VAT; without Permit to Operate: ₱650.00 + 12%VAT = ₱728.00 |
| Bicol | with Permit to Operate no corresponding fee |
| Masbate | ₱25.00 per day/vessel |
| Mindoro | ₱16.80 |
| Palawan | Domestic Vessels -₱241.50/Ton; Foreign Vessels – ₱262.50/Ton <i>*PPA OIC Memorandum dated June 20, 2016; published in Palawan Times (PT Vol. XXIX, No. 33, December 03-December 09, 2017) issue. Effectivity date – January 9, 2018.</i> |
| Eastern Leyte/Samar | ₱11.20 |
| Western Leyte/Biliran | ₱22.40 |
| Negros Occ./ Bacolod | ₱33.60 |
| Panay/Guimaras | ₱33.60 |
| Negros Or./Siquijor | with Permit to Operate no corresponding fee |
| Bohol | ₱56.00 |
| Surigao | ₱12.00 |
| Agusan | ₱33.60 |
| Zamboanga del Norte | ₱16.80 |
| Misamis Or./ Cagayan de Oro | ₱138.88: 0-50 MT ₱150.08: 51-100 MT ₱161.28: 101 up MT |
| Misamis Occ./ Ozamis | ₱11.20 |
| Lanao del Norte/ Iligan | Domestic Vessel: ₱56.00 per cubic meter Foreign Vessel: ₱67.20 per cubic meter |
| Zamboanga | ₱22.40 |
| Davao | ₱20.00: 26-50 MT ₱30.00: 51-100 MT ₱40.00: 101 MT and above |
| Socsargen | ₱16.80 |