

7. Temporary Vehicle Pass/Sticker (TVP)

To ensure safety by regulating the entry of vehicles at port premises in compliance - with PPA Administrative Order Nos. 04-2009, 02-2011, 01-2013, and 07-2021, and the International Ship and Port Facility Security (ISPS) Code Description of Service.

Office/Division:	PPA PMO Port Police			
Classification:	Simple			
Type of Transaction:	G2B-Government to Business G2C-Government to Citizen			
Who may avail:	Cargo Handlers, Shipping Lines/Agents, Shippers, Consignees, Truckers/Haulers/Forwarders, other Port Ancillary Services, and Port Users Concerned			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
1. Valid company ID or any government-issued identification cards		Provided by the client		
Client Steps	Agency Action	Fees to be paid	Processing Time	Person Responsible
1. Present a valid Identification Card.	1. Check/ inspect the Vehicle and log vehicle information.	None	5 mins.	Port Police Officer/ Authorized Representative/PPA Security Personnel
2. Pay temporary vehicle pass to the assigned PPA Collector/Authorized Representative at the Main Gate.	2. Collect payment and issue Temporary Vehicle Pass.	₱12.00 (VAT inclusive)	2 mins.	PPA Collection representative/ Authorized Representative
TOTAL:		₱ 12.00	7 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				