

9. Issuance of Temporary Pedestrian Pass

To regulate the access of pedestrians and to establish the purpose of their entry for safety and security measures.

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 Identification Card or any government-issued identification cards (1 - original copy)		Provided by the client		
Client Steps	Agency Action	Fees to be paid	Processing Time	Person Responsible
1. Present/deposit a valid Identification Card or any government-issued identification cards.	1. Check/verify identification card Verify the purpose and log/record the necessary information.	None	5 mins.	PPA Security Personnel/ Authorized Representative
2. Pay a temporary pedestrian pass.	2. Collect payment and issue Temporary Pedestrian Pass	₱6.00 (VAT inclusive)	2 mins.	PPA Collection representative/ Authorized Representative at the gate
TOTAL:		₱ 6.00	7 mins.	