

REVISED CHECKLIST OF REQUIREMENTS FOR CARGO HANDLING (CH)
CONTRACT/PERMIT APPLICATION TO OPERATE
AT GOVERNMENT/PRIVATE PORTS

FOR NEW APPLICANT

FOR RENEWAL APPLICANT

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| <input type="checkbox"/> ARTICLES OF INCORPORATION/COOPERATION/
PARTNERSHIP, BY-LAWS AND REGISTRATION
WITH SEC OR CDA (4.2.1.1) | <input type="checkbox"/> AMENDED ARTICLES OF INCORPORATION/
BY-LAWS OF CORPORATION/COOPERATIVE/
PARTNERSHIP (4.2.2.1) |
| <input type="checkbox"/> REGISTRATION WITH BIR, SSS, BDT AND
BUSINESS (MAYOR'S) PERMIT/VAT REGIS-
TRATION CERTIFICATE (4.2.1.2) | <input type="checkbox"/> SSS OFFICIAL RECEIPT OR SPECIAL BANK
RECEIPT WITH SSS FORM R-3 (4.2.2.2) |
| <input type="checkbox"/> PPA CERTIFICATE OF PRIVATE PORT FACI-
LITIES, FORESHORE LEASE AGREEMENT, AND
SERVICE CONTRACT WITH PRIVATE PORT
OWNER/OPERATOR FOR CONTRACTED LABOR/
INDEPENDENT CARGO HANDLING OPERATOR OF
PRIVATE PORT (4.2.1.3) | <input type="checkbox"/> LATEST INVENTORY AND PROCUREMENT
PROGRAM OF CARGO HANDLING SAFETY
EQUIPMENT/GEARS (4.2.2.3) |
| <input type="checkbox"/> LIST OF EXISTING EQUIPMENT/GEARS, AND
PROCUREMENT PROGRAM FOR ADDITIONAL
EQUIPMENT/GEARS (4.2.1.4) | <input type="checkbox"/> ACTUAL TONNAGE IN METRIC TONS OF
CARGO HANDLED FOR CARGO HANDLING
OPERATORS THAT HAVE OPERATED FOR AT
LEAST ONE YEAR (4.2.2.4) |
| <input type="checkbox"/> LIST OF PERSONNEL AND WORKERS WITH
CORRESPONDING RATES OF SALARIES/WAGES
AND SSS NUMBERS (4.2.1.5) | <input type="checkbox"/> ANNUAL PRIVILEGE FEE/GOVERNMENT
SHARE REMITTED FOR THE LAST THREE
YEARS BASED ON PPA AUDIT/PNO RECORDS
(4.2.2.5) |
| <input type="checkbox"/> COMPANY/COOPERATIVE BOARD'S RESOLUTION
OR PARTNERSHIP AUTHORIZATION OF SIGNA-
TORY TO CARGO HANDLING CONTRACT/PERMIT
(4.2.1.6) | <input type="checkbox"/> AUDITED FINANCIAL STATEMENTS FOR
PAST THREE YEARS (4.2.2.6) |
| <input type="checkbox"/> SPECIFIC AREA OF OPERATIONS WITH PORT
FACILITY (WITH SKETCH) | <input type="checkbox"/> COMPANY/COOPERATIVE BOARD'S RESOLU-
TION OR PARTNERSHIP AUTHORIZATION OF
SIGNATORY TO CARGO HANDLING CONTRACT/
PERMIT (4.2.2.7) |
| <input type="checkbox"/> ESTIMATED MONTHLY CARGO TONNAGE | |
| <input type="checkbox"/> CARGO HANDLING PRODUCTIVITY RATE
COMMITMENT | |

NOTE: THESE REQUIREMENTS SHALL BE ACCOMPANIED BY A LETTER-APPLICATION FROM THE
APPLICANT-OPERATOR TO BE SUBMITTED TO THE PHILIPPINE PORTS AUTHORITY
THROUGH THE PORT MANAGEMENT OFFICE CONCERNED.