

**[CEZA ADMINISTRATIVE ORDER NO. 001, S.
1999, June 04, 1999]**

**INTERIM GUIDELINES ON THE ACCREDITATION TO OPERATE
ARRASTRE AND/OR STEVEDORING SERVICES AT PORT IRENE IN
THE CAGAYAN SPECIAL ECONOMIC ZONE AND FREEPORT**

Pursuant to the provisions of Section 6 (c) and (d) of Republic Act No. 7922 otherwise known as the Cagayan Special Economic Zone Law of 1995 and Part II, Section 4 of CEZA Administrative Order No. 001, Series of 1998, the following guidelines are hereby prescribed in the accreditation of firms or business corporations to operate arrastre and/or stevedoring services in Port Irene:

**Article I
Preliminary Provisions**

Section 1. Title. These guidelines shall be known as "CEZA Administrative Order No. 001, Series of 1999."

Section 2. Declaration of Policy. CEZA shall authorize or undertake, on its own or through others, and regulate the establishment, operation and maintenance of services in the Cagayan Special Economic Zone and Freeport including arrastre and stevedoring services. Therefore, no business corporation or firm shall operate arrastre and/or stevedoring services at Port Irene unless in possession of a certificate of accreditation from the Cagayan Economic Zone Authority.

Section 3. Applicability. These guidelines shall apply to all duly constituted firms or business entities who intend to operate arrastre and/or stevedoring services at Port Irene.

Section 4. Definition of Terms. For the purpose of this Administrative Order, the terms used herein shall unless the context indicates otherwise, mean or be understood to mean, as follows:

- a. *Arrastre Services* shall refer to portside handling operations, e.g., receiving, handling, custody, security and delivery of cargo passing over the pier and stockpiling areas within the port.
- b. *Stevedoring Services* shall refer to all works on board vessel, i.e., the process or act of loading and unloading cargo, stowing inside hatches, compartments and on deck or open spaces on board vessel.
- c. *CSEZFP* shall refer to the Cagayan Special Economic Zone and Freeport defined in Section 3 of Republic Act 7922 as a separate customs territory covering the entire area embraced by the Municipality of Santa Ana and the islands of Fuga,

Barit and Mabbag in the Municipality of Aparri, all in the province of Cagayan.

- d. *CEZA* shall refer to the Cagayan Economic Zone Authority a government corporate body established pursuant to RA 7922.
- e. *PPA* shall refer to the Philippine Ports Authority.
- f. *Certificate of Accreditation* shall refer to the certificate issued by CEZA evidencing the firms accreditation to operate arrastre and/or stevedoring services at Port Irene.
- g. *Authority* shall refer to the Cagayan Economic Zone Authority.
- h. *Port User* shall refer to any entity authorized by CEZA to use Port Irene to load and unload cargoes.

Article II **Guidelines**

Section 5. Application. Arrastre and/or stevedoring firms intending to operate in Port Irene may apply at the following CEZA offices:

- a. Manila Office at 7th Floor Westar Building, 611 Shaw Boulevard, Pasig City, Philippines 1603
- b. Santa Ana Office at Centro Santa Ana, Cagayan, Philippines

Section 6. Application Requirements for Accreditation to Operate Arrastre and/or Stevedoring Services. The applicant for accreditation to operate non-exclusive arrastre and/or stevedoring services shall submit together with the prescribed application form the following:

- a. Certified true copies of relevant documentation of legal status of the arrastre and/or stevedoring (e.g. articles of incorporation and by-laws, partnership agreement, SEC license to do business and other similar documents);
- b. Corporation's Board Resolution or partnership authorization designating signatory to cargo handling contract/permit and all transactions to be undertaken in behalf of the company;
- c. Registration with Bureau of Internal Revenue, Social Security System and Bureau of Domestic Trade;
- d. Business (Mayor's) Permit and VAT Registration Certificate;
- e. List of existing equipment and gears and procurement program for additional equipment and gears;
- f. Specific area of operation in port facility;
- g. Estimated monthly cargo tonnage and cargo handling productivity rate commitment;