

**[PPA MEMORANDUM CIRCULAR NO. 10-2003,
March 29, 2003]**

**CONDUCT AND SUBMISSION OF COMPREHENSIVE SECURITY
SURVEY/PLAN AND DESIGNATION OF PORT FACILITY SECURITY
OFFICER**

To comply with the International Maritime Organization (IMO) Resolution A-924 (22), calling for the strengthening of maritime and port security, all private port owners/operators are hereby advised to conduct and submit comprehensive security surveys/plans of your respective ports and terminal offices. It is also advised that Port Facility Security Officer, be designated the duties and responsibilities of whom herein defined, all in accordance with the IMO security standards.

In the conduct of security survey, the following guidelines among others, shall be considered:

1. Preliminary Assessment

1.1 Before commencing the security survey, port facility security assessment must be undertaken. Important assets, facilities and infrastructures of the port must be identified.

1.2 The assessment must identify the actual threats to these critical facilities and infrastructures in order to prioritize security measures;

1.3 The assessment must address vulnerability of the port facility by identifying its weaknesses in physical security, structural integrity, protection systems, procedural policies and communication systems within the port facility that may be a potential target of terrorism and lawlessness.

2. On-Scene Security Survey

Methods and procedures used to control access into the port/terminal and designated restricted areas should be examined and evaluated including:

2.1 Inspection, control and monitoring of persons and carry on articles;

2.2 Inspection, control and monitoring of cargoes, equipment and baggage;

2.3 Safeguarding of cargoes, equipment and baggage held in storage within the port/terminal.

2.3.1 Each identified point of access to the port/terminal and restricted area/s should be examined and evaluated for its potential use by individuals who might be engaged in unlawful acts;