



BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY


ACCOUNTABILITY

OCOM Memo No. 109-2022

MASTER COPY
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MEMORANDUM

TO : INTELLIGENCE GROUP
 CUSTOMS INTELLIGENCE AND INVESTIGATION SERVICE
 ENFORCEMENT GROUP
 ENFORCEMENT AND SECURITY SERVICE
 RCMG-LEGAL SERVICE
 CUSTOMS ANTI-ILLEGAL DRUG TASK FORCE
 TASK FORCE ADUANA
 ALL DISTRICT COLLECTORS

FROM :  **YOGI FILEMON L. RUIZ**
 Acting Commissioner

SUBJECT : SUPPLEMENTAL GUIDELINES ON THE REQUEST
 FOR ISSUANCE OF A LETTER OF AUTHORITY

DATE : 30 August 2022

AUG 31 2022



BOC-05-24365

1. In order to ensure the integrity of the implementation of the visitorial power of the Commissioner of Customs and dispel any notion of a "fishing expedition", all request for the issuance of a Letter of Authority (LOA) must be accompanied by the following:
 - a. Summary of intelligence report as to why the subject warehouse is suspected to contain smuggled goods;
 - b. Pictures of the subject area; and
 - c. Description of the goods to be found in the subject warehouse.
2. Same requirements shall be complied by other government agencies that shall request the same.
3. For strict and immediate compliance.