



Republic of the Philippines  
Department of Finance  
**BUREAU OF CUSTOMS**  
1099 Manila

**MEMORANDUM**

FOR : ALL DISTRICT COLLECTORS  
ALL DEPUTY COMMISSIONERS

FROM :   
GLADYS F. ROSALES-CESE  
DEPUTY COMMISSIONER  
INTERNAL ADMINISTRATION GROUP

SUBJECT : SKELETAL WORKFORCE

DATE : 29 November 2017

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1. Relevant to the observance of the Bonifacio Day, November 30, 2017, Thursday is declared a regular holiday in the. In line with this, all offices rendering frontline services are directed to have Skeletal Workforce to ensure uninterrupted service to the public.
  2. Please forward to the Internal Administration Group (IAG), through the Human Resource Management Division (HRMD), the list of personnel assigned to report on the above – mentioned date.
  3. For strict compliance.