



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

**MEMORANDUM**

**To :** ALL DISTRICT COLLECTORS  
 ALL DEPUTY COLLECTORS FOR OPERATIONS  
 ALL CHIEF, PIERS INSPECTION DIVISION OR ITS  
 EQUIVALENT UNIT  
 ALL OTHERS CONCERNED

**From :** REY LEONARDO B. GUERRERO  
 Commissioner JUN 06 2019

**Subject :** REITERATION TO PROPERLY FILL-UP THE "DISCHARGE  
 OF LAST PACKAGE" FIELD IN THE E2M

**Date :** 29 May 2019

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This is to reiterate the need to input the correct data in the "DISCHARGE OF LAST PACKAGE" field in the E2M (which data is necessary in determining, among others, the period to lodge the goods declaration). Reports reaching this Office is that in some instances it is the date of the arrival of the vessel and not the date and hour of the discharge of last package from the vessel or aircraft that is instead inputted thereby affecting the reckoning of the period to lodge the goods declaration.

In addition, the District Collector as well as the Deputy Collector for Operations are directed to closely monitor this activity to avoid undue abandonment of goods in the system.

Failure to comply shall be dealt with accordingly, including, but not limited to, the filing of appropriate administrative charges.

For immediate and strict compliance.