



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF CUSTOMS**  
1099 MANILA

**MEMORANDUM**

**TO :** DEPUTY COMMISSIONERS  
DIRECTOR, LEGAL SERVICE  
DISTRICT COLLECTORS  
CHIEF, GENERAL SERVICES DIVISION



BOC-09-00224

**FROM :** REY LEONARDO B. GUERRERO  
Commissioner

MAR 18 2019

**SUBJECT :** ANNOUNCEMENTS AND ACTIONABLE ITEMS ARISING  
FROM MARCH 16, 2019 COLLECTORS CONFERENCE

**DATE :** March 18, 2019

This is to reiterate the items discussed during the March 16, 2019 Collectors Conference requiring your action and compliance.

All District Collectors are reminded that evaluation of your performance will not be based solely on meeting the collection target but also on adherence to the use of proper valuation and assessment.

Data shows that there is a lack of uniformity in the use of proper valuation and assessment. You are hereby directed to reiterate strict compliance to this and cascade the same to all examiners and appraisers in your respective ports.

Another area to look into possible leakage in revenue is the bonded warehouses, container yards (CY) and container freight stations (CFS) within your areas of responsibility. You are hereby directed to conduct regular inspection of these accredited facilities and monitor compliance to existing rules and regulations governing their operation. Inspection reports must be submitted to the Office of the Deputy Commissioner, Assessment and Operations Coordinating Group (AOCG) who will collate and submit summary report to this office.

Pay attention and closely monitor all assessed unpaid and unassessed unpaid entries to boost current collection status.

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The Fuel Marking Program is set for roll-out on April 01, 2019 in some areas. The BOC-Technical Working Group (TWG) on Fuel Marking shall come up with procedures in implementing the program. District Collectors are instructed to coordinate with the TWG to identify operational situations unique and peculiar to your ports.

Accounts Management Office (AMO) will be decentralizing the issuance and renewal of accreditation of Customs Brokers, Exporters, Importers accredited by other government agencies / accreditation entities such as Philippine Economic Zone Authority (PEZA), Clark Development Corporation (CDC) and Philexport. A memo shall be issued to all CIIS Supervisors on their additional role defining functions, responsibilities and coverage.

Risk Management Office (RMO) is tasked to reactivate the green lane selectivity effective March 25, 2019. In line with this, you are directed to help monitor and be vigilant on the reactivation of the green lane. Be observant and report errors and glitches in the system.

A directive to decentralize the hiring and promotion process was given to the Internal Administration Group (IAG). At present, the Human Resources Merit & Promotion Selection Board (HRMPSB) Secretariat is currently drafting the amendment to CMO 27-2016 (BOC Merit Selection Plan) to include the above guidance (i.e. creation of local HRMPSBs), for submission to and approval of the Civil Service Commission (CSC). Responsibilities of the Local HRMPSB will include receipt of applications, conduct of preliminary screening of applicants' qualifications, conduct of written examination, with the supervision of HRMPSB Secretariat, conduct of interview to qualified applicants, among other relevant functions. Target date of submission to CSC is week 3 of March 2019.

Further, all District Collectors are required to submit the following:

1. Measures to countercheck LPSR to AOCG
2. Names of SGL companies with unpaid assessed entries to AOCG
3. Collection District Budget to IAG
4. List of personnel and designation to Rewards and Attrition Working Group (RAWG) for distribution of rewards

Meanwhile, the following compliances are required from these services/ports:

Legal Service:

- Expedite resolution of NAIA lease contract problem

General Services Division:

- Prioritize request of Port of Iloilo for electrical rewiring of building

Port of Limay:

- Submit proposed CAO on the use of photographed vessel gauge prior to unloading for accurate monitoring of oil shipments
- Join the meeting with COS on spreading the use of TCCs from May to Nov 2019

Port of Batangas:

- Submit general forecast on expected oil importation for the remaining weeks of March

Port of Clark:

- Reconcile discrepancy in March target with Financial Service
- Immediate assessment and collection of IPF and CDS

NAIA Customshouse:

- Immediate assessment and collection of IPF and CDS
- Monitoring of informal entries

Port of Cebu:

- Submit comments on personnel selection line-up
- Submit copy of request forwarded to Malacanañ on building concerns

Ports of Manila, MICP, Davao & Cebu:

- Coordinate with respective port operators and ensure space for deployment and installation of portal x-rays

For immediate compliance.