



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

September 26, 2017

CUSTOMS MEMORANDUM CIRCULAR
NO. 154 - 2017

To: All Deputy Commissioners
All Directors and Division Chiefs
All District/Port Collectors
And Others Concerned

Subject: Department of Finance Communication/Protocol

Attached is the facsimile copy of the electronic mail of Mr. Alddon Christner C. Ang, Office of the Secretary, Department of Finance informing that for reference the following should be considered:

1. The name of the Secretary for official documents (wherein he signs): **CARLOS G. DOMINGUEZ** (no III, no Sonny); and
2. Designation is **Secretary of Finance** (Kindly do not put Secretary then another line for Department of Finance.

For any Memorandum for the President with a **"THRU: Secretary Carlos G. Dominguez"**, please note that the Secretary does not sign at the top of the Memo. After the signature of the Commissioner at the end of the document, you may put concurred or approved/disapproved. You may still put a thru: Carlos G. Dominguez, Secretary of Finance at the top of the letter but the space for signature will be at the end of the letter/document.

For your information and guidance.


ISIDRO S. LAPENA, PhD, CSEE
Commissioner



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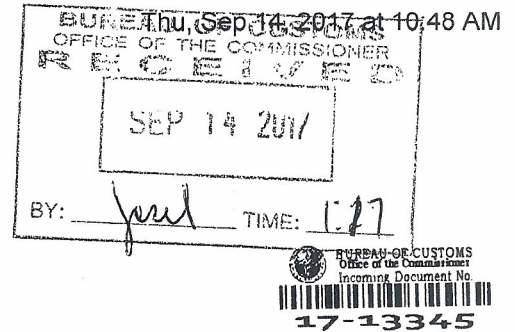


Via Valladares-Paredes <viavparedes@gmail.com>

Fw: Protocol for Documents For SCGD's Signature

1 message

Gladys Rosales <gladys_rsls@yahoo.com>
To: Via Valladares-Paredes <viavparedes@gmail.com>



Sent from Yahoo Mail for iPhone

Begin forwarded message:

On Thursday, September 14, 2017, 10:40 AM, Alddon Christner Ang <aang@dof.gov.ph> wrote:

Dear Dir Gladys,

For future reference lang po. Documents for SCGD's signature, kindly note the following:

1. The name of Secretary for official documents (wherein he signs): CARLOS G. DOMINGUEZ (no III, no Sonny)
2. Designation is Secretary of Finance (Kindly do not put Secretary then another line for Department of Finance.

For any Memorandum for the President with a THRU: SCGD, please note that SCGD does not sign at the top of the MFP. After the signature of the Commissioner at the end of the document, you may put concurred or approved/disapproved. You may still put a thru: Carlos G. Dominguez, Secretary of Finance at the top of the letter but the space for signature will be at the end of the letter/document. Please see attached document for reference.

Thank you.

Cheers,




Alddon Christner C. Ang
Office of the Secretary
6/F DOF Building, Roxas Boulevard, Manila 1004
T: +632.5239219 M: +639285510505
www.dof.gov.ph
Jesu Christi passio sit semper in cordibus nostris.

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