Republic of the Philippines
Department of Finance
Bureau of Customs
1099 Manila

AOCG Memo No. _01 - 2016_

To : **DISTRICT COLLECTORS AND SUB-PORT COLLECTORS
CHIEF OF EXPORT COORDINATION DIVISION
CHIEFS OF EXPORT DIVISIONS AND UNITS
ALL CONCERNED**

From : **AGATON TEODORO O. UVERO**
Deputy Commissioner, AOCG

Re : **COMPOSITION OF REFERENCE NUMBERS OF CERTIFICATES
OF ORIGIN**

Date : **21 December 2015**

1.0. In compliance with the Operational Certification Procedure of our Free Trade Agreements, you are hereby directed to follow this composition in assigning reference numbers to certificates of origin:

   (Port Code) (FTA Code) (Year Issued)(Five Digits Numerical Code)

2.0. The Port Code shall refer to the official BOC port code assigned to each port and sub-ports. A list of the said port codes is hereto attached as "ANNEX A".

   2.1. The Export Coordination Division and the One-Stop Export Documentation Centers (OSEDC) in Manila, Cebu and Davao shall use the following as Port Codes:
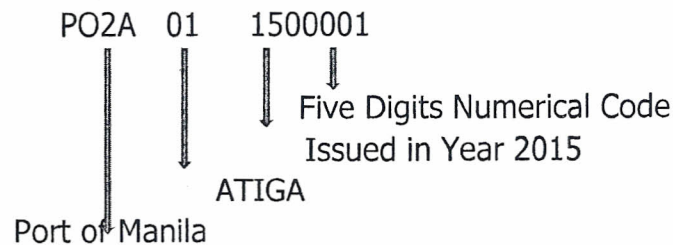
	PORT CODE
Export Coordination Division	ECD
Manila	OSEDC1
Cebu	OSEDC2
Davao	OSEDC3

3.0.   The FTA Code for each free trade agreements shall be as follows:

FTA	FTA CODE
ATIGA	01
JPEPA	02
ACFTA	03
AANZFTA	04
AKFTA	05
AIFTA	06
AJCEP	07
GSP	08

4.0.   The following is an example of a reference number pursuant to this Order:

Example 1. Certificates of Origin issued by Export Division of the Port of Manila

```
PO2A   01    1500001
```

Five Digits Numerical Code
Issued in Year 2015

ATIGA

Port of Manila

Example 2. Certificate of Origin issued by OSEDC- Manila

```
OSEDC1   01    1512345
```

Five Digits Numerical Code
Issued in Year 2015

ATIGA

OSEDC-Manila
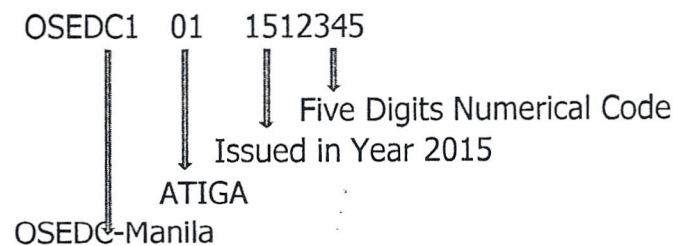
4.1.   The Port code, FTA code, and Year of Issuance shall be separated by spaces.

4.2.   The Year of Issuance and the Numerical Code of the certificate of origin shall not be separated by a space or hyphen (-).

4.3.   The Numerical Code shall correspond to the number of certificates of origin per FTA issued within the year (i.e. January 1 to December 31).

4.4.   Each certificate of origin must have a unique reference number. In no case shall two certificates of origin bear the same reference number including cancelled and replaced certificates of origin.

5.0.   All existing policies, issuances and memoranda inconsistent herewith shall be considered repealed and modified accordingly.

6.0.   This order shall take effect on **01 February 2016**.

For your strict compliance.

AGATON TEODORO O. UVERO
Deputy Commissioner

Cc: Chief, General Service Division

PORT CODES

PORT CODE	NAME OF PORT	PORT CODE	NAME OF PORT
P01	PORT OF SAN FERNANDO	P08	PORT OF TACLOBAN
P01A	Sub-port of Aparri	P08A	Sub-port of Catbalogan
P01B	Sub-port of Claveria	P08B	Sub-port of San Jose
P01C	Sub-port of Sual	P08C	Sub-port of Isabel
P01D	Baguio EPZA	P09	PORT OF SURIGAO
P01E	Sub-port of Salumague	P09A	Sub-port of Bislig
P02A	PORT OF MANILA	P09B	Sub-port of Masao (Nasipit)
P02A1	Food Terminal Inc. (FTI)	P10	PORT OF CAGAYAN DE ORO
P02A2	Postal	P10A	Sub-port of Iligan
P02A3	Clark (change to P14)	P10B	Sub-port of Ozamis
P02A4	Sub-port of Limay	P10C	Sub-port of MCT-Phividec
P02A5	Sub-port of Mariveles	P11	PORT OF ZAMBOANGA
P02A6	Sub-port of Masinloc	P11A	Sub-port of Bongao
P02A7	CAVITE-EPZA	P11B	Sub-port of Jolo
P02A8	LAGUNA-EPZA	P11C	Sub-port of Zamboanga Intl. Airport
P02A9	Luisita (Tarlac) EPZA	P11D	Sub-port of Basilan
P02AH	Harbour Centre Port Terminal	P11E	Sub-port of Tawi-Tawi
P02B	MANILA INTL. CONTAINER PORT	P12	PORT OF DAVAO
P02BN	North Harbour	P12A	Sub-port of Dadiangas (SEA)
P03	Ninoy Aquino Intl. Airport	P12AA	Sub-port of Dadiangas (AIR)
P03A	Manila Domestic	P12B	Sub-port of Mati
P04	PORT OF BATANGAS	P12C	Sub-port of Parang
P04A	Sub-port of Puerto Princesa	P13	PORT OF SUBIC
P04B	Sub-port of Siain	P14	PORT OF CLARK
P04C	Sub-port of Bauan	P15	PORT OF APARRI
P05	PORT OF LEGASPI	P15A	Sub-port of Irene
P05A	Jose Panganiban	P15A	Sub-port of Curimao
P05B	Sub-port of Masbate	P15C	Sub-port of Laoag
P06	PORT OF ILOILO	P16	PORT OF LIMAY
P06A	Sub-port of Pulupandan	P16A	Sub-port of Mariveles
P07	PORT OF CEBU		
P07A	Sub-port of Dumaguete		
P07B	Sub-port of Mactan		