



BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

MASTER COPY *mm*

PROFESSIONALISM INTEGRITY ACCOUNTABILITY

MEMORANDUM

TO : ALL CONCERNED BOC OFFICIALS AND EMPLOYEES

FROM : *[Signature]*
MICHAEL C. FERMIN
 OIC – Deputy Commissioner,
 Internal Administration Group

SUBJECT : SCHEDULE OF HOSTING FOR THE UPCOMING FLAG RAISING CEREMONIES

DATE : 17 March 2023

1.0 In line with the upcoming Flag Raising Ceremonies (FRCs) from **April 2023 to December 2023**, the following offices / divisions are hereby enjoined to host the subject ceremony based on the prescribed schedule below:

DATE	HOST OFFICE
April 03	Office of the Commissioner
April 11	Accounting Division, Internal Administration Group
April 17	Public Information and Assistance Division (PIAD), Internal Administration Group
April 24	Budget Division, Internal Administration Group
April 24	Risk Management Office (RMO), Intelligence Group
May 02	Bonds Division, Port of Manila
May 08	Medical and Dental Division, Internal Administration Group
May 15	Entry Processing Division (EPD), Port of Manila
May 22	Collection Service, Revenue Collection Monitoring Group
May 29	Radio Communications Division (RCD), Enforcement Group
June 05	Post Clearance Audit Group (PCAG)
June 13	Central Records Management Division (CRMD), Internal Administration Group
June 19	Valuation and Classification Division (VCD), Assessment and Operations Coordinating Group

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June 26	Prosecution and Litigation Division (PLD), Revenue Collection Monitoring Group
July 03	Assessment Coordination and Monitoring Division (ACMD), Assessment and Operations Coordinating Group
July 10	General Services Division (GSD), Internal Administration Group
July 17	Account Management Office (AMO), Intelligence Group
July 24	Water Patrol Division (WPD), Enforcement Group
July 31	Statistical and Analysis Division (STAD), Revenue Collection Monitoring Group
August 07	Intellectual Property Rights Division (IPRD), Intelligence Group
August 14	Auction and Cargo Disposal Monitoring Division (ACDMD), Assessment and Operations Coordinating Group
August 22	Planning and Policy Research Division (PPRD), Internal Administration Group
August 29	Collection Division, Port of Manila
September 04	Assessment Coordination and Monitoring Division (ACMD), Assessment and Operations Coordinating Group
September 11	Systems Development Division (SDD), Management Information System and Technology Group
September 18	Planning and Management Information Division (PMID), Management Information System and Technology Group
September 25	Export Coordination Division (ECD), Assessment and Operations Coordinating Group
October 02	Administrative Division, Port of Manila
October 09	Intelligence Division / Investigation Division, Intelligence Group
October 16	Technical Support Division (TSD), Management Information System and Technology Group
October 23	Export Division, Port of Manila
October 30	Systems Management Division (SMD), Management Information System and Technology Group
November 06	Warehouse Coordination Division (WCD), Assessment and Operations Coordinating Group
November 13	Formal Entry Division (FED), Port of Manila
November 20	Liquidation and Billing Division (LBD), Port of Manila
November 27	Port Operations Coordination Division (POCD), Assessment and Operations Coordinating Group



December 04	Informal Entry Division (IED), Port of Manila
December 11	Warehousing Assessment Division (WAD), Port of Manila
December 18	Piers and Inspection Division (PID), Port of Manila
December 26	Public / Private Bonded Warehouse Division (PPBWD), Port of Manila

- 2.0 Relative thereto, all Heads of offices / divisions are hereby directed to follow the attached program and guidelines in the conduct of the FRC as well as ensure the full participation and attendance of their respective personnel.
- 3.0 Further, please be guided that if a Monday is declared a holiday or non-working day, the FRC shall be conducted the next working day.
- 4.0 For guidance and strict compliance.

**FLAG RAISING CEREMONY PROGRAM TEMPLATE PROGRAM STARTS AT
EXACTLY 7:30 AM**

- I. GENERAL PRAYER
(Ideally ecumenical)
- II. PAMBANSANG AWIT – LUPANG HINIRANG
- III. PANUNUMPA SA WATAWAT NG PILIPINAS
- IV. PANUNUMPA NG LINGKOD BAYAN
- V. RECITATION OF BOC FRONTLINER'S COMMITMENT TO SERVICE
- VI. ANNOUNCEMENTS, NEW ISSUANCES BY THE CHIEF, CENTRAL RECORDS
MANAGEMENT DIVISION OR REPRESENTATIVE
- VII. ANNOUNCEMENT / AWARDING FROM THE HUMAN RESOURCE
MANAGEMENT DIVISION OR OTHER OFFICES (If any)
- VIII. MESSAGE OF THE COMMISSIONER (Optional)
- IX. MABUNYING ADUANA

PANUNUMPA NG KATAPATAN SA WATAWAT NG PILIPINAS

Ako ay Pilipino, buong katapatang nanunumpa sa
Watawat ng Pilipinas,
At sa bansang kanyang sinasagisag, Na may dangal,
katarungan at kalayaan
Na pinakikilos ng sambayanang maka-Diyos, maka-kalikasan,
maka-tao, at maka-bansa.

PANUNUMPA NG LINGKOD BAYAN

Ako ay isang lingkod bayan.
Pangangalagaan ko ang tiwalang ipinagkaloob ng
mamamayan.
Maglilingkod ako nang may malasakit, katapatan, at
kahusayan na walang kinikilingan.
Magiging mabuting halimbawa ako, at magbibigay ng pag asa
at inspirasyon sa aking kapwa lingkod bayan.
Lilinangin ko ang aking sariling kakayahan upang sa lahat ng
panahon ay mapaglingkuran ko nang buong kahusayan ang
sambayanan.
Hindi ako makikibahagi sa mga katiwalian sa pamahalaan.
Pipigilan at isisiwalat ko ito sa pamamagitan ng tama at
angkop na pamamaraan.
Isasabuhay ko ang isang lingkod bayang maka-Diyos, maka-
tao, maka-kalikasan, at maka-bansa.
Tutugon ako sa mga hamon ng makabagong panahon tungo
sa adhikain ng matatag, maginhawa, at panatag na buhay.
Sa mga tungkulin at hangaring ito, kasihan nawa ako ng
Maykapal.

FRONTLINERS' COMMITMENT TO SERVICE

I AM A CUSTOMS OFFICER AND A FRONTLINER,

I am sworn to serve the public with utmost care, fidelity, and promptness.

I will perform my duty with excellence to the best of my ability.

As a public servant, I will uphold the time honored principle that public office is a public trust.

I will discharge my duties with the highest degree of Integrity, Professionalism, and Competence.

I will serve with courtesy, act with fairness and sincerity and provide efficient service to everyone.

I will not discriminate against anyone regardless of race, creed, or political affiliation.

As a Frontliner of the Bureau of Customs, I will serve with honor and dignity.

SO HELP ME GOD.

MABUNYING ADUANA

Mula daungan hanggang Paliparan,
Sa lahat ng sulok ng kapuluan,
Aduana ang lagging nagtatanod,
Kaban ay masidlan, buwis para sa bayan.

Mula sa himpapawid hanggang pagawaan,
Mula sa pantalan tungo sa kalakalan,
Aduana ang tunay na nag-uugnay,
Ating Inang Bayan sa sandaigdigan.

Pangalagaan natin ang kapaligiran,
Pasiglahin natin ang pamilihan,
Kapit bisig tayong magtulungan,
Sa pagbubuklod ng ating pamayanan.

Sulong, sulong Aduana, Sa bagong milenyo, bagong umaga,
Anumang hadlang lulupigin, Panganib ma't unos ay dumating.

Tagumpa'y nati'y iwagayway, Ipagbunyi natin ang bandila,
Sa lagablab ng libong sulo, Ipagbunyi ang ating Aduana.

Sa dagundong ng malakas na sigaw,
IPAGBUNYI ANG ATING ADUANA!

Lyrics by Mr. Valeriano G. Galang

Music by Ms. Myrna Navera

**Champion Hymn "HIMAGSIKAN" December 2002*