



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
MANILA

APR 29 1988

CUSTOMS MEMORANDUM ORDER
NUMBER 40-91

TO: : All Service Chief, Collectors of Customs
Division Chiefs and all Others Concerned

SUBJECT : Revised Procedure in Processing of
Transshipment Permit (Local)

I. OBJECTIVES

1. To eliminate roadblocks that curtail the expeditious processing of Local Transshipment Permits;
2. To ensure that trade facilitation can be genuinely achieved;
3. To pave the way for the smooth implementation of CMO 43-88 dated May 24, 1988 in regard to the processing time of Transshipment Permits.

II. COVERAGE

This memorandum shall apply when the Inward Foreign Manifest clearly states that the cargo is destined for a domestic port other than the Port of Discharge. Shipments with derogatory information or alert notice but not yet the subject of hold order or warrant of seizure and detention are included herein, provided such information shall be duly stamped/noted on the Transshipment Permit and relevant documents.

III. ADMINISTRATIVE PROVISIONS

The District Collectors of the Port of Manila, MICP and NAIA thru their Action Officers, are strictly enjoined to observe the Standard Time allotted for transshipment provided for under CMO 43-88, as follows:

- | | | |
|-------------------|---|----------------|
| 1. Port of Manila | - | four (4) hours |
| 2. MICP | - | four (4) hours |
| 3. NAIA | - | two (2) hours |

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2.

The Collectors of the Ports of Discharge and Ports of Destination shall conduct a weekly and monthly reconciliation of records in regard to transhipments, to closely monitor, verify and confirm arrival of cargoes sent to and received by their ports.

IV. OPERATIONAL PROVISIONS

A. Documentary Requirements : The following documents must be submitted in the filing of Transhipment Permits:

1. Transhipment Permit
2. Transit Manifest
3. Certified xerox copy of Bill of Lading/AWB
4. Domestic Bill of Lading/AWB
5. Carrier's Bond
6. Telegram/Radiogram

V. OPERATIONAL PROCEDURE (Flowchart in Annex A)

1. Entry Processing Division (EPD)
 - a. Verifies and processes the transhipment permit together with all the required documents;
 - b. Transmits duly processed transhipment permit to ODDCO.
2. Office of the District Deputy Collector for Operations (ODDCO)
 - a. If found in order, approves the permit;
 - b. Transmits the documents to office concerned (PID/CCCD)
 - c. Notifies Collector - Port of Destination, thru telegram, radiogram or other means, regarding the transhipment as well as the fact of derogatory information or alert notice if any.

J. Armand L. Minus

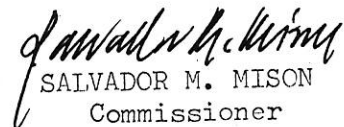
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3. The Chief, Piers and Inspection Division/Customs Container Control Division (PID/CCCD)
 - a. Ensures that an accurate record of the pertinent data is made in a separate logbook;
 - b. Transmits the transshipment permit to the Wharfinger, in case of conventional cargoes.
 - c. Transmits the transshipment permit to the Containerized Cargo Control Division, in case of containerized cargoes.
4. WHARFINGER
 - a. Ascertains correctness of the cargo or container thru the designated marks and numbers;
 - b. Prepares the boatnote to cover the transshipment to the Port of Destination;
 - c. Assigns Customs Guards.

VI. REPEALING CAUSE

All CMO's rules and regulations inconsistent herewith are hereby repealed/amended accordingly; except for those provisions under CMO 1-78 which can independently stand alone, shall remain in full force and effect.

- VII. This Order shall take effect immediately.


SALVADOR M. MISON
Commissioner

PROCEDURAL FLOWCHART

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