



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

Isidro
MASTER COPY

12 October 2018

CUSTOMS MEMORANDUM CIRCULAR
NO. 204-2018

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

**Subject: DOF ORDER NO. 50-2018/BOARD OF PERSONNEL INQUIRY
AND REVIEW (BOPIR)**

Attached is the Department Order No. 50-2018, authorizing the **BOARD OF PERSONNEL INQUIRY AND REVIEW** to perform the duties and functions stated therein, in connection with the disciplining authority of the Secretary of Finance.

For your information and guidance.

For record purposes, please confirm the dissemination of this circular throughout your offices within fifteen (15) days from receipt hereof.

Isidro
ISIDRO S LAPEÑA, PhD, CSEE
Commissioner *IA*



Bureau of Customs
ISIDRO S LAPEÑA
Commissioner
18-18410

OCT 12 2018



Republic of the Philippines
DEPARTMENT OF FINANCE
Roxas Boulevard Corner Pablo Ocampo, Sr. Street
Manila 1004

DEPARTMENT ORDER NO. 050-2018
14 September 2018

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Internal Audit Group
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BUREAU OF CUSTOMS
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**SUBJECT: DUTIES AND FUNCTIONS OF THE BOARD OF PERSONNEL
INQUIRY AND REVIEW**

BUREAU OF CUSTOMS
OFFICE OF THE COMMISSIONER
E18-01433

The Board of Personnel Inquiry and Review (BOPIR), which was last reconstituted under Department Order No. 043-2016 dated 24 August 2016, is hereby fully authorized to perform the following duties and functions in connection with the disciplining authority of the Secretary of Finance under existing Civil Service laws and regulations:

1. Impose disciplinary actions and promulgate decisions and resolutions in administrative cases involving the following:
 - a. Organic personnel of the Department of Finance (DOF);
 - b. Local treasurers and assistant treasurers; and
 - c. Personnel of attached bureaus and agencies of DOF, where the penalty involved is dismissal from service, or where the decision or resolution of the attached bureaus and agencies is appealed to DOF.
2. Conduct fact-finding investigations, including clarificatory hearings, to determine the truth in disciplinary cases under its consideration;
3. Issue rules and regulations that will govern the exercise of its functions, *provided*, that the same shall not be in conflict with the 2017 Rules on Administrative Cases in the Civil Service (2017 RACCS) promulgated by the Civil Service Commission on 03 July 2017, and *provided, further*, that until the BOPIR has issued its own rules of procedures, the BOPIR shall apply the provisions of the 2017 RACCS.

All decisions, resolutions, acts and proceedings of the BOPIR, including those promulgated and performed prior to this date, are hereby approved, ratified and confirmed as decisions, resolutions, acts and proceedings of the undersigned.

This Order supplements Department Order No. 043-2016 and shall take effect immediately.

All concerned may please be guided accordingly.



[Signature]
CARLOS G. DOMINGUEZ
Secretary
OCT 02 2018



Republic of the Philippines
DEPARTMENT OF FINANCE

Roxas Boulevard Corner Pablo Ocampo, Sr. Street
Manila 1004

[Signature]
MASTER COPY

DEPARTMENT ORDER NO. 043.2016
August 24, 2016

In the exigency of service, the **Board of Personnel Inquiry and Review (BOPIR)** is hereby reconstituted as follows:

- Chairperson** : Undersecretary for Legal Affairs
- Vice-Chair** : Undersecretary for Policy Development and Management Services
- Members** : Undersecretary for Revenue Operations
Undersecretary in-Charge of the Anti-Red Tape Program

The BOPIR shall review and/or prepare decisions and resolutions in administrative disciplinary cases involving the following:

1. Organic personnel of this Department;
2. Local Treasurers and Assistant Treasurers;
3. Personnel of Attached Bureaus and Agencies where the penalty involved is removal from service; and
4. Appealed cases of personnel of Attached Bureaus and Agencies where the penalty is suspension for more than thirty (30) days or fine equivalent to thirty (30) days salary.

The BOPIR shall have the power to conduct fact-finding investigations or clarificatory hearings to determine the truth in disciplinary cases under its review or consideration.

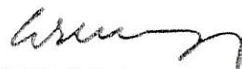
Finally, the BOPIR shall have the authority to issue rules and regulations that will govern the exercise of its functions.

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Previous decisions, resolutions, acts and proceedings of the BOPIR are hereby approved, ratified and confirmed by the undersigned.

This Order supersedes Department Order No. 18-2012 and shall take effect immediately.

All concerned may please be guided accordingly.



CARLOS G. DOMINGUEZ
Secretary



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