



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

06 February 2019

CUSTOMS MEMORANDUM CIRCULAR
NO. 37-2019

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

**Subject: DOF Order No. 005.2019 / Signing Authority for Documents
from the Revenue Office, DOF**

Attached is the Department of Finance Order No. 005.2019, informing that all action documents or papers from the Revenue Office relative to applications or requests for exemptions on importations, regardless of legal basis, shall be approved and signed by Revenue Operations Group (ROG) **Undersecretary ANTONETTE C. TIONKO** or by **Assistant Secretary DAKILA ELTEEN M. NAPAO**.

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.

REY LEONARDO B. GUERRERO
Commissioner

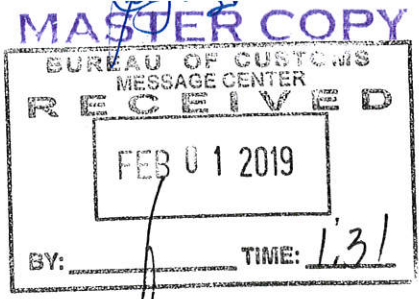
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Republic of the Philippines
DEPARTMENT OF FINANCE
Roxas Boulevard Corner Pablo Ocampo, Sr. Street
Manila 1004



DEPARTMENT ORDER NO. 005-2019
31 JANUARY 2019

Bureau of Customs
Office of the Commissioner
19-03851
Internal Action Item
Date: 02 01 19
Time: 340
393-428

SUBJECT : **SIGNING AUTHORITY FOR DOCUMENTS FROM
THEREVENUE OFFICE**

In the exigency of service, all action documents or papers from the Revenue Office relative to applications or requests for exemptions on importations, regardless of legal basis, shall be approved and signed by Revenue Operations Group (ROG) Undersecretary **ANTONETTE C. TIONKO** or by Assistant Secretary **DAKILA ELTEEN M. NAPAQ**.

Undersecretary Tionko is further empowered to delegate to the Director IV and/or Director III and/or Officer-in-Charge (OIC) of the Revenue Office the authority to approve and sign such action documents as the Undersecretary may deem appropriate and necessary, subject to the regular submission of a report showing the details of all the documents signed pursuant to said delegated authority every two week.

All are hereby enjoined to strictly observe and follow the foregoing.

This Order revokes Department Order No. 047-2016 dated 16 September 2016 and amends all order and other issuances inconsistent herewith.

Let a copy of this Order be furnished to the Bureau of Customs and the Revenue Office for their proper guidance and strict observance.

This Order shall take effect immediately.

CARLOS G. DOMINGUEZ
Secretary



CERTIFIED
 Photocopy of the ORIGINAL on file
 Photocopy of the ORIGINAL DUPLICATE on file
 Photocopy of the PHOTOCOPY on file

RHODORA V. REYES
Chief Administrative Officer
Central Records Management Division
DEPARTMENT OF FINANCE

