



**MEMORANDUM**

*lma* **MASTER COPY**

**TO :** ALL DEPUTY COMMISSIONERS  
ALL DISTRICT AND SUB-PORT COLLECTORS  
ALL SERVICE DIRECTORS  
ALL CHIEFS, LAW DIVISIONS  
ALL OTHERS CONCERNED

**FROM :** REY LEONARDO B. GUERRERO  
Commissioner *APR 23 2020*



BOC-02-02046

**SUBJECT :** EXTENDING THE SUSPENSION OF ACTUAL AND FACE-TO-FACE SEIZURE AND FORFEITURE PROCEEDINGS

**DATE :** 20 April 2020

Pursuant to the Memorandum dated 07 April 2020 from Executive Secretary Salvador Medialdea, Office of the President, extending the period of the Enhanced Community Quarantine (ECQ) over the entire Island of Luzon until 30 April 2020, the Memorandum dated 18 March 2020 with the subject "CONDUCT OF HEARINGS IN ALL FORFEITURE PROCEEDINGS UNDER CUSTOMS MEMORANDUM ORDER (CMO) NO. 4-2018 (A) IN LIGHT OF COVID-19 TRAVEL RESTRICTIONS" shall remain effective until the formal lifting of the ECQ.

For strict compliance.



**MEMORANDUM**

**TO : ALL DEPUTY COMMISSIONERS  
ALL DISTRICT AND SUB-PORT COLLECTORS  
ALL SERVICE DIRECTORS  
ALL CHIEFS, LAW DIVISIONS  
ALL OTHERS CONCERNED**

**FROM : REY LEONARDO B. GUERRERO**  
Commissioner



BOC-02-02027

MAR 19 2020

**SUBJECT : CONDUCT OF HEARINGS IN ALL FORFEITURE PROCEEDINGS  
UNDER CUSTOMS MEMORANDUM ORDER (CMO) NO. 4-2018 (A)  
IN LIGHT OF COVID-19 TRAVEL RESTRICTIONS**

**DATE : 18 March 2020**

Pursuant to the Memorandum dated March 16, 2020 from Executive Secretary Salvador Medialdia, Office of the President, restricting land, air and sea travel of all employees of the Executive Branch, the following measures shall be undertaken:

1. The conduct of actual and face-to-face hearings are temporarily suspended in all ports until April 12, 2020. The BOC lawyer who is designated by the District Collector as the Hearing Officer shall not require the presence of the PLD Government Lawyer to appear before him/her at the port.
2. Instead, the Hearing Officer shall require the claimant to file its Position Paper with a longer period of seven (7) working days from receipt of the notice to file the same. The Hearing Officer shall ensure that the parties are properly guided by Customs Memorandum Order (CMO) No. 4-2018 (A), particularly Section 6.3. to 6.6. thereof, quoting *en toto* the said provisions in the notice.
3. All the issues which are supposed to be adduced during the preliminary conference pursuant to Section 6 of Customs Memorandum Order (CMO) No. 4-2018 (A) shall be discussed in the Position Paper to be submitted by the Claimant/s, and the Comment to be filed by the assigned PLD Government prosecutor.
4. Unless a Reply or Rejoinder is filed by the parties, the case shall be submitted for resolution by the hearing officer within the prescribed period upon receipt of these pleadings.
5. All pleadings to be filed by the PLD government prosecutor shall be forwarded to the Acting Chief, PLD for review.

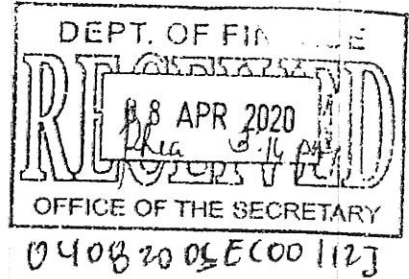
For strict compliance.

OCOM memo no. 89-2020 P.3

To ALL USERS/COs/  
ASecs/HoA R



MALACAÑAN PALACE  
MANILA



BY THE PRESIDENT OF THE PHILIPPINES

ADMINISTRATIVE ORDER NO. 29



BOC-09-12561

**PRESCRIBING GUIDELINES ON THE INTERRUPTION OF PERIODS FOR THE FILING OF CASES, APPEALS, PETITIONS FOR REVIEW, AND OTHER PLEADINGS WITH THE OFFICE OF THE PRESIDENT OF THE PHILIPPINES DURING THE ENHANCED COMMUNITY QUARANTINE**

**WHEREAS**, Administrative Order (AO) No. 23 (s. 1992) was issued to prescribe rules and procedures on the investigation of administrative disciplinary cases against elective local officials of provinces, highly urbanized cities, independent component cities, component cities, and cities and municipalities in Metro Manila;

**WHEREAS**, AO No. 22 (s. 2011) was promulgated to govern appeals and petitions for review filed with the Office of the President;

**WHEREAS**, through Proclamation No. 929 (s. 2020), the President declared a State of Calamity throughout the Philippines for a period of six (6) months and imposed an Enhanced Community Quarantine (ECQ) throughout Luzon due to COVID-19 starting 17 March 2020 until 12 April 2020, unless earlier lifted or extended as circumstances may warrant;

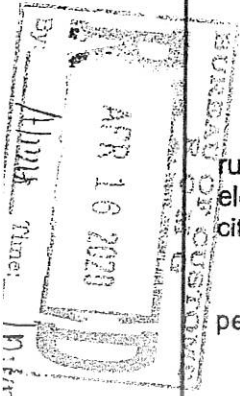
**WHEREAS**, Republic Act (RA) No. 11469 was enacted to authorize the President to exercise powers necessary and proper to mitigate, if not contain, the transmission of COVID-19;

**WHEREAS**, Section 4(z) of RA No. 11469 empowers the President to move statutory deadlines and timelines for the filing and submission of any document, the payment of taxes, fees, and other charges required by law, and the grant of any benefit as a temporary emergency measure to respond to the crisis brought by the pandemic in order to ease the burden on individuals under Community Quarantine; and

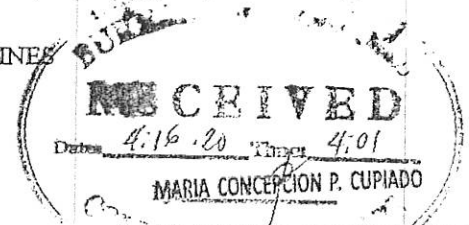
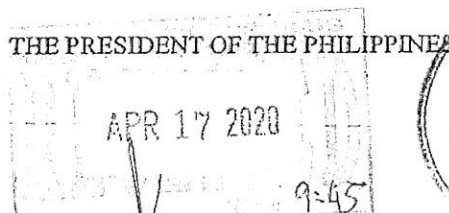
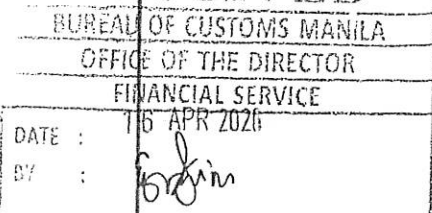
**WHEREAS**, since the implementation of the ECQ, the mobility of people over Luzon and even in certain jurisdictions in Visayas and Mindanao has been heavily restricted, and lawyers, law firms, and postal services have not been included in the list of exempted individuals, entities, and services from the ECQ;

**NOW, THEREFORE, I, RODRIGO ROA DUTERTE**, President of the Philippines, by virtue of the powers vested in me by law, do hereby promulgate the following guidelines to govern the administrative disciplinary cases, appeals to or petitions for review filed with the Office of the President for the duration of the ECQ, as follows:

**SECTION 1. Coverage.** These guidelines shall be applicable to all appeals, petitions for review, and administrative disciplinary cases filed against: (a) governors, and members of the sangguniang panlalawigan; (b) mayors, vice mayors, and members



**RECEIVED**  
Prosecution & Litigation Division  
Bureau of Customs  
Name: *[Signature]*  
Date: *04-16-20*



ECOM memo no. 89-2020 P-9

of the sangguniang panlungsod of highly urbanized cities, independent component cities, and component cities; (c) mayors, vice mayors, and members of the sangguniang panlungsod or bayan, of cities or municipalities in Metro Manila; and (d) all presidential appointees, and other matters mandated by law, rules and regulations to be filed with the Office of the President.

**SECTION 2. Interruption of the Period to File Pleadings and Render Judgments.** The reglementary periods for the commencement of appeals, petitions for review, and administrative disciplinary cases, filing of pleadings, appearances, motions, notices, and all other papers shall be deemed interrupted during the entire duration of the ECQ until the lifting thereof by the Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF) or the Office of the President.

It is likewise understood that the reglementary periods for the rendition of judgments, resolutions, and orders shall also be deemed interrupted during said period.

**SECTION 3. Suspension of Proceedings.** The proceedings scheduled to take place during the covered period under the ECQ shall be deemed cancelled and shall be rescheduled upon the lifting of the ECQ by the IATF or the Office of the President.

**SECTION 4. Exceptions.** The foregoing provisions shall not be applicable to urgent cases which are necessary to enable the government to act expeditiously on matters affecting the current public health emergency.

The guidelines set forth herein shall also be without prejudice to any relevant future directive of the IATF or the Office of the President.

**SECTION 5. Retroactive Application.** The suspension of the periods shall be effective beginning 17 March 2020.

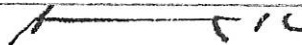
**SECTION 6. Separability.** If any provision of this Order is declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.

**SECTION 7. Repeal.** All issuances, orders, rules and regulations or parts thereof which are inconsistent with the provisions of this Order are hereby modified accordingly for the entire duration of the ECQ.

**SECTION 8. Effectivity.** This Order shall take effect immediately following its publication in the Official Gazette or in a newspaper of general circulation.

**DONE** in the City of Manila this 7<sup>th</sup> day of April in the Year of Our Lord, Two Thousand and Twenty.

By the President:

  
**SALVADOR C. MEDIALDEA**  
Executive Secretary


Office of the  
MALACANAP  
OFFICE OF THE  
ATTY. CONCEPCION ZENY E. FERROLINO-ERAZ  
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