



BUREAU OF CUSTOMS

Professionalism Integrity Accountability



MEMORANDUM

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TO : INSPECTION UNIT
 ALL DISTRICT COLLECTORS
 ALL DEPUTY COLLECTORS FOR OPERATIONS
 ALL CHIEFS OF PIERS AND INSPECTION DIVISION
 ALL CHIEFS OF AIRCRAFT OPERATIONS DIVISION
 ALL MISTG SITE MANAGERS
 ALL CIIS FIELD STATION CHIEFS
 ALL ESS DISTRICT COMMANDERS

FROM : REY LEONARDO B. GUERRERO  BOC-02-02040
 Commissioner *APR 17 2020*

SUBJECT : INSPECTION OF IMPORTED SHIPMENTS

DATE : 17 April 2020

- 1.0 Reference:
 - 1.1 Office of the Commissioner (OCOM) memorandum dated 17 April 2020.
- 2.0 In view of the above reference, the Inspection Unit (IU), composed of personnel from the Customs Intelligence and Investigation Service (CIIS), Enforcement and Security Service (ESS), and the Philippine Coast Guard (PCG) shall conduct targeted inspection, for the duration of the State of Public Health Emergency and/or the Enhanced Community Quarantine (ECQ), of imported shipments, except those consigned to government agencies/instrumentalities and those that are intended for donation, in all Ports of Entry/Customs District.
- 3.0 The Chief of the Piers and Inspection Division (PID) or the Aircraft Operations Division (AOD) of each Customs District shall provide a copy of the discharge list/unloading sequence of every vessel or aircraft, engaged in foreign trade, to the RIU within twelve (12) hours from the completion of unloading of imported goods.
- 4.0 The IU shall, upon receipt of the said list, determine the containers/packages to be subjected to inspection.
- 5.0 The IU shall submit to the District Collector and MISTG Site Manager the list of selected containers/packages for inspection. The MISTG Site Manager shall be responsible for the tagging of the selected shipments

in the e2m system while the District Collector shall be responsible for the notification of the importer/consignee of the said inspection.

- 6.0 The IU shall complete its inspection within two (2) hours from the start of every inspection.
- 7.0 If an inspection yields violation of customs and tariff laws, rules and regulations, the procedure set forth under the CMTA shall then apply, such as the issuance of warrant of seizure and detention (WSD) against the subject shipment by the Concerned District Collector. The latter shall likewise issue an Alert Order on all pending shipments of the consignee with WSD.
- 8.0 Moreover, the accreditation of the said consignee and the customs broker involve shall be revoked, appropriate charges against them shall be filed.
- 9.0 The IU shall submit to this Office a consolidated report on the inspections conducted, every Friday, not later than 12:00 noon; copy furnished the Risk Management Office (RMO).
- 10.0 For your strict compliance.