



Republic of the Philippines  
Department of Finance  
**BUREAU OF CUSTOMS**  
MANILA 1099

**CUSTOMS ADMINISTRATIVE ORDER**

NO. 03-2014

**SUBJECT : ANTI-NEPOTISM RULES ON APPOINTMENTS  
AND DESIGNATIONS IN THE BUREAU OF CUSTOMS**

Pursuant to Section 608 in relation to Section 602 of the Tariff and Customs Code of the Philippines (TCCP), the following rules are hereby promulgated:

**I. OBJECTIVES**

1. To promote equal opportunities, meritocracy and impartiality in job hiring, promotion and grant of workplace benefits in the Bureau;
2. To promote integrity, professionalism, and work excellence among Bureau officers and employees;
3. To prevent conflict of interest or the appearance thereof among Bureau officers and employees in the performance of public functions in general, and the enforcement of customs laws and regulations in particular;
4. To impose safeguards against nepotism in addition to the rules laid down under Section 59, Book V of the Revised Administrative Code of 1987 (also known as E.O. No. 292), and other special laws and Civil Service regulations; and
5. To clarify the policies of the Commissioner of Customs in the exercise of his discretion as appointing authority under existing laws.

**II. OPERATIONAL PROVISIONS**

1. No person who is a relative of a current officer or employee of the Bureau shall be appointed or designated to any position in the Bureau.

1.1. As used in this Order, the term "relative" refers to a relative or family relation within the fourth civil degree of consanguinity or affinity.

1.2. As used in this Order, the term "current" refers to an officer or employee of the Bureau who holds office therein at the time of the filing of the application for employment or designation with the Bureau.

1.3. As used in this Order, the term "officer or employee of the Bureau" refers to those who holds office in the Bureau, whether by appointment or designation, and whether regular, temporary or casual.

1.4. As used in this Order, the term "position in the Bureau" refers to any public office, whether created by law or regulation, charged with the

