

December 26, 1991

CUSTOMS MEMORANDUM ORDER

No. 1-92

To: All Collector of Customs
Chiefs, Collection Division and
Entry Processing Division
Authorized Agent Banks and their
Branches
All Others Concerned

Subject: Revised Procedure in the Transmittal of
Yellow & White Copies of Customs Official
Receipts (COR) for advance deposits
issued by Authorized Agent Banks (AAB).

Objective:

1. To correctly credit the advance deposits to the Port where it properly belongs;
2. To avoid duplication of reporting the collection from advance deposits by the Port of Manila, MICP & NAIA;
3. To safeguard the transmittal of BCORs to the port concerned.

Coverage:

1. All Ports of Entry particularly at the Collection Districts of Manila, MICP & NAIA & Metro Manila Authorized Agent Banks (AAB) including their branches which are authorized to issue Customs Official Receipts for advance deposits of customs duties.

Operational Procedure:

- a. Henceforth, the AABs shall transmit the yellow and white copies of the BCOR to the Revenue Accounting Division instead of forwarding to the Collection Division of the Ports (Metro Manila) concerned;
- b. Immediately ten days after receipt of the yellow copy of the OR by Revenue Accounting Division personnel, it should verify from the Consolidated Daily Report of Deposits if the amount of

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advance deposit has been remitted to the National Treasury thru Central Bank of the Philippines.

- c. The blue copy of the Order of Payment issued by the Entry Processing Division shall be forwarded to the Collection Division of the port daily;
- d. The same shall be transmitted by the authorized messenger of the Collection Division to the Revenue Accounting Division as the latter's basis for the delivery of the advance deposits' Customs Official Receipt (yellow copy) to the port concerned;
- e. The white copy of the official receipt shall be retained by the Revenue Accounting Division for control and accounting purposes;
- f. In no case shall the yellow copy be released without the Order of Payment copy and proof that the collection of the Authorized Agent Bank has been remitted to the Central Bank of the Philippines.

Repealing Clause:

All orders inconsistent with this procedure are deemed amended and/or modified accordingly.

Effectivity:

This order shall take effect on January 2, 1992.


TOMAS V. APACIELE
Commissioner