



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF CUSTOMS**  
1099 MANILA

**CUSTOMS MEMORANDUM ORDER**  
NO. 15-2015

**SUBJECT: OPERATION AND SUSTAINMENT OF PROGRAM-PROVIDED EQUIPMENT (PPE) FOR DETECTION OF WEAPONS OF MASS DESTRUCTION (WMD) UNDER THE NATIONAL COAST WATCH SYSTEM (NCWS) PROJECT, PURSUANT TO EXECUTIVE ORDER (EO) No. 57, SERIES OF 2011.**

**I. OBJECTIVES**

1. To ensure that the objectives of the National Coast Watch System (NCWS) are accomplished;
2. To establish the duties and responsibilities of the Bureau as support agency under the National Coast Watch System (NCWS) pursuant to Executive Order No. 55, series 2011;
3. To provide the procedure in the proper operation and sustainment of various types of Program-Provided Equipment (PPE) under the National Coast Watch System (NCWS);
4. To establish respective tasks and accountabilities of various bureau offices/personnel involved herein.

**II. SCOPE**

This Order shall cover the procedures for the use and sustainment of the PPE. Likewise, it covers the roles and responsibilities of specific BOC offices and personnel that will perform the handling, storage, safekeeping, maintenance, and repair of the equipment.

**III. DEFINITION OF TERMS**

The following terms used in this Order are hereby defined as follows:

1. Dual-use Items – are goods, software and technology normally used for civilians purposes but which may have military applications, or may contribute to the proliferation of Weapons of Mass Destruction (WMD);

- a. Ensure that the objectives of Executive Order No. 57, s. 2011 are achieved;
- b. Oversee BOC activities or projects already being implemented and/or instructed to be implemented by the National Coast Watch Council (NCWC);
- c. Coordinate with the National Coast Watch Council and other government agencies involved in the implementation of the National Coast Watch system (NCWS);
- d. Conduct study, testing, capacity building, information dissemination and other similar activities for the effective implementation of the same;
- e. Submit report to the Commissioner pertaining to the activities or projects of the National Coast Watch System (NCWS) on a quarterly basis, unless the nature of the information requires the immediate reporting thereof;
- f. Recommend to the Commissioner of Customs any and all activities or projects and rules and regulations for the effective implementation of the National Coast Watch System (NCWS);
- g. Draft the necessary rules and regulations, operating procedures for the effective implementation of the National Coast Watch System (NCWS);
- h. Submit to the Commissioner through the Director of Financial Management Office (FMO) an annual budget proposal pertaining to the expenses for the maintenance and repairs of the PPE, trainings of personnel and other related expenses;
- i. Gather all information and conduct profiling on all possible dual-use items and technology;
- j. Perform such other task as may be directed by the Commissioner.

**B. ADMINISTRATIVE MATTERS:**

- 1. The NCW Task Group office shall be established and manned by at least two (2) regular staff who shall be present to release, receive, store, catalogue and maintain the equipment.



**B. Use of PPE**

**1. Authorized personnel to use PPE**

- a. Only trained BOC personnel with an assignment/mission order issued by the District Collector to use the PPE and detect any WMD;
- b. Trainers for the conduct of trainings for the use and or maintenance of the PPE;

**2. Use of PPE**

- a. The PPE shall be used only under the following circumstances:
  - i. During the conduct of boarding formalities by the PID;
  - ii. When there is a report and/or information from the National Coast Watch Center (NCWC) of a presence of WMD in an international vessel or shipment;
  - iii. Any credible derogatory information received by the BOC pertaining to WMD.
- b. The PPE shall be returned to the Chief, PID or his representative within twelve (12) hours upon completion of the boarding formalities or accomplishment of the assigned task.
- c. Upon return of the same, the personnel concerned that used the PPE shall state in a standard form provided by PID the following details: the specific time of use (starting and ending time); the type of equipment and serial number, the port where it was used, the ship and/or container where it was used, the findings (positive or negative); details thereof or comment, if any and maintenance checklist of the PPE.
- d. All personnel using the PPE who shall encounter or detect also items or technology imported or exported that can be categorized for dual-use, must report also the same to the NCW Task Group.

**C. Capacity building of personnel**

- 1. Regular trainings shall be conducted to abreast the personnel of the offices concerned on the NCWS and the use of the PPE.