

AKM

2017-10-012



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

MEMORANDUM

TO : ALL DEPUTY COMMISSIONERS
ALL DISTRICT COLLECTORS
ALL CHIEF OF OFFICES
ALL HEADS OF UNITS
ALL CONCERNED PERSONNEL

SUBJECT : Prohibition on the Entry of Hao - Shiaos

DATE : 29 September 2017

Pursuant to the existing issuances and regulations, all are hereby instructed to prohibit the entry of Hao – Shiaos within customs premises and refrain from using their service. Hao – Shiaos are non – organic personnel who are performing essential and sensitive functions that are mandated only for BOC organic personnel without having a contract or any documents of employment with the bureau.

The Deputy Commissioner, Enforcement Group and the Director, Enforcement and Security Service is hereby tasked to strictly monitor the prohibition of Hao – Shiaos within the Customs premises and strictly enforce the NO ID, NO ENTRY POLICY. Personnel who are caught employing or rendering the service of a Hao – Shiao shall be reported to this Office immediately for investigation and be charged for administrative offense pursuant to existing rules and regulations of the Civil Service Commission and this Bureau.

For strict compliance.

Isidro S. Lapeña
ISIDRO S. LAPEÑA, Ph.D., CSEE
Commissioner



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Republic of the Philippines
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
Manila 1099
ENFORCEMENT GROUP
ENFORCEMENT AND SECURITY SERVICE



MASTER COPY

September 29, 2017

MEMORANDUM

FOR : **Service Directors**
Chiefs of Offices
All Other Officers Concerned

FROM : **YOGI FILEMON L. RUIZ, MPA, CESE**
Officer-In-Charge, Enforcement and Security Service

SUBJECT : **MEMORANDUM OF COMMISSIONER ISIDRO S. LAPEÑA DATED 27 SEPTEMBER 2017**

DATE : September 29, 2017

In reference to the Subject Memorandum, the Enforcement and Security Service has been directed to *“fully ensure order and security within the Bureau of Customs and safeguard the Bureau’s employees, stakeholders, and ensure that only those individuals with official business transactions are allowed entry to any BOC offices”*.

Henceforth, the ESS will strictly enforce the NO-ID NO ENTRY policy nationwide to limit the entry of persons with no legitimate concern in any BOC office.

Relative thereto, the following are requested to be provided to this Office NLT October 6, 2017, to wit:

1. List of Authorized Personnel/Employees who has access in your respective offices NLT October 6, 2017;
2. Your specimen signature or that of your designated representative/s who will validate/confirm the Access Passes which will be issued to visitors.

Lastly, please require your respective personnel to secure BOC Identification Cards from the Human Resource Management Division, as soon as possible. BOC personnel without Identification Cards will be denied access to BOC premises.

For compliance.

Copy furnished: Office of the Deputy Commissioner, EG

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

OFFICE OF THE DIRECTOR
ESS-EG

SEP 28 2017

RECEIVED: B 1625H

MEMORANDUM

TO : **ENFORCEMENT AND SECURITY SERVICE**
Enforcement Group

FROM : *[Signature]*
ISIDRO S LAPEÑA, PhD, CSEE,
Commissioner

SUBJECT : **STRENGTHENING SECURITY IN BOC PREMISES**

DATE : September 27, 2017



SEP 28 2017

To fully ensure order and security within the Bureau of Customs and safeguard both the Bureau's employees and stakeholders, the office of Enforcement and Security Service is hereby directed to further strengthen security in BOC premises.

The ESS shall also ensure that only those individuals with official business and transactions are allowed entry to any BOC offices. The ESS may devise stricter measures to enforce this directive.

For your guidance strict compliance.

Copy Furnished:

Internal Administration Group
Public Information & Assistance Division