



BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

OCOM Memo No. 116-2022

MEMORANDUM

MASTER COPY
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TO : ALL DISTRICT/PORT COLLECTORS
ALL DEPUTY COLLECTORS FOR
ADMIN/EQUIVALENT OFFICER
ALL DEPUTY COLLECTORS FOR
ASSESSMENT/EQUIVALENT OFFICER
ALL DEPUTY COLLECTORS FOR
OPERATIONS/EQUIVALENT OFFICER
ALL DEPUTY COLLECTORS FOR
PASSENGER SERVICE/EQUIVALENT OFFICER
AND OTHERS CONCERNED

FROM :  **YOGI FILEMON L. RUIZ**
Acting Commissioner

SEP 13 2022

SUBJECT : COMPLIANCE WITH THE APPROVED BOC
INTERNAL AUDIT PROGRAM

DATE : September 09, 2022

1. Reference: Quality Management System Internal Audit Program from August 2022 to December 2023.
2. For the continued certification of your Quality Management System, you are hereby required to align your Quality Management System activities with the approved BOC Internal Audit Program, attached herein as Annex A.
3. In relation thereto, kindly submit to IIQMSO ([iiqms@customs.gov.ph](mailto:iqms@customs.gov.ph)) your Quality Management System Program of Activities, three (3) days from receipt hereof.
4. For compliance.



BUREAU OF CUSTOMS
MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM INTEGRITY ACCOUNTABILITY

QUALITY MANAGEMENT SYSTEMS INTERNAL AUDIT PROGRAM
AUGUST 2022-DECEMBER 2023

C. Offices/Ports/Subports Under BOC-Internal Quality Audit (Pre-Requisite to ISO Certification)

	2022												2023				
	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	
1 Collection District 15: Port of Aparri	QA 2								EA 1	EA 2							
2 Collection District 11: Port of Zamboanga				QA 2					EA 1	EA 2							
3 Collection District 06: Port of Iloilo						QA 1		QA 2			EA 1	EA 2					
4 Collection District 16: Port of Limay						QA 1		QA 2			EA 1	EA 2					
5 Collection District 01: Port of San Fernando																	
6 Collection District 09: Port of Surigao									QA 2			EA 1	EA 2				
1 Subport of Mariveles								QA 1		QA 2			EA 1	EA 2			
2 Subport of Palupandan								QA 1		QA 2			EA 1	EA 2			
3 Subport of Currirao																	
4 Subport of Irene																	
5 Subport of Sul																	
1 Internal Administration Group								QA 1		QA 2							
2 Assessment and Operations Coordinating Group								QA 1		QA 2							
1 Revenue Collection Monitoring Group																	
2 Intelligence Group																	
3 Enforcement Group																	
4 Management Information System and Technology Group																	
5 Post Clearance Audit Group																	
6 Accounts Management Office																	
7 X-ray Inspection Project																	

Prepared by:

Gladys C. Cabugawan
GLADYS C. CABUGAWAN
Chief, CRMD and Asst Head, IIQMSO

Reviewed by:

Atty. Kriden F. Balgomera
ATTY. KRIDEN F. BALGOMERA
Collector V/OIC-IIQMSO

Approved by:

Yogi Filemon L. Ruiz
YOGI FILEMON L. RUIZ
Acting Commissioner

SEP 06 2022



BUREAU OF CUSTOMS
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PROFESSIONALITY ACCOUNTABILITY

QUALITY MANAGEMENT SYSTEMS INTERNAL AUDIT PROGRAM
AUGUST 2022-DECEMBER 2023

Office/Port/Support	2022												2023				
	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	
	DD	ESA	ESA	DD	DD	DD	DD	DD	DD	DD	DD	DD	DD	DD	DD	DD	
1. Collection District 13: Port of Subic	DD																
2. Collection District 12: Port of Davao w/ CCC and DIA		ESA		DD	DD												
3. Collection District 07: Support of Dumaguete		ESA		DD	DD												
4. Collection District 10: Support of Iligan			ESA	DD	DD												
5. Collection District 13: CCC SUBIC			ESA	DD	DD												
6. Collection District 16: CCC LIMAY			ESA	DD	DD												
7. Collection District 05: Port of Legazpi w/ CCC			ESA	DD	DD												
8. Collection District 08: Port of Tacloban w/ CCC			ESA	DD	DD												
9. Collection District 07: Support of Mactan			ESA	DD	DD												
10. Collection District 04: Port of Batangas w/ CCC			ESA	DD	DD												
11. Collection District 02-A: Port of Manila w/ CCC and Postal			ESA	DD	DD												
12. Collection District 07: Port of Cebu w/ CCC			ESA	DD	DD												
13. Collection District 02-B: MICEP w/ CCC			ESA	DD	DD												
14. Collection District 10: CCC Zamboanga			ESA	DD	DD												
15. Collection District 14: Port of Clark w/ CCC			ESA	DD	DD												
16. Collection District 03: Port of NAIA w/ CCC and CMEC			ESA	DD	DD												
17. Collection District 10: Port of CDO w/ CCC			ESA	DD	DD												
B. Offices/Ports/Subports with Undergoing ISO Certification Process																	
2. Risk Management Office																	

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SEP 06 2022