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**BUREAU OF CUSTOMS**  
MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

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ACCOUNTABILITY

December 18, 2020

CUSTOMS MEMORANDUM CIRCULAR

No. 01-2021

TO: All Deputy Commissioners  
All Service Directors  
All District/Port Collectors  
All Others Concerned

SUBJECT: **IMPORTATION OF USED MOTOR VEHICLES BY OFFICIALS OF THE DIPLOMATIC CORPS**

With reference to the attached letter dated June 10, 2020 from Ramon M. Lopez, Secretary, Department of Trade and Industry, all concerned are informed with regard to (1) the requirements for importation of used motor vehicles for the personal use of the officials of the diplomatic corps and (2) the process to be followed once the vehicle arrives without the required Certificate of Authority to Import and Release Certificate.

For your guidance.

For records purposes, please confirm the dissemination of this Circular throughout your offices within fifteen (15) days from receipt.

  
**REY LEONARDO B. GUERRERO**  
Commissioner



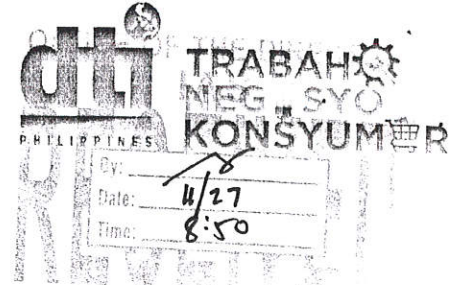
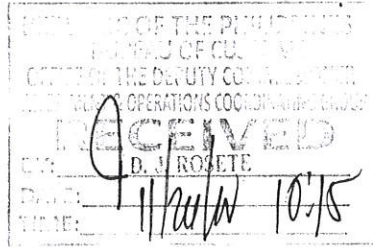
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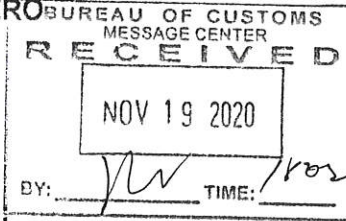
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10 June 2020



**REY LEONARDO B. GUERRERO**  
Commissioner  
Bureau of Customs  
Port Area, Manila



*ACCG Disseminate this guidance from DTI*

Dear Commissioner Guerrero:

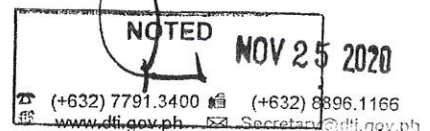
We reply to your letter of 22 May 2020 requesting for clarification with regard to (1) the requirements for importation of used motor vehicles for the personal use of the ~~officers~~ *Nov 29 2020* the diplomatic corps and (2) the process to be followed once the vehicle arrives without the required Certificate of Authority to Import and Release Certificate.

- (1) Please be informed that importation of used motor vehicle by officials of the diplomatic corps is among those exempted from the general import prohibition on used motor vehicle pursuant to Section 3, Article 2 of EO 156, as amended by EO 877-A. However, as provided under Section 3.b of EO 877-A, the importation shall be with prior authorization from the Department of Foreign Affairs (DFA). Moreover, under Section 4 of EO 877-A the importation shall also require an authority to import from the Department of Trade and Industry (DTI).
- (2) Under Section 4.a.2 Part II of the implementing guidelines of EO 156 as amended, a Release Certificate from the DTI shall be used, among others, as basis for the release of the vehicle from the Bureau of Customs (BOC) and for registration of the vehicle at the Land Transportation Office (LTO). Hence, aside from the import authority, a Release Certificate from the DTI is further required before the vehicle shall be released from the BOC. The DTI issues the Release Certificate only for importations that were previously issued an authority to import. Thus, used vehicles which arrived without the required import authority and release certificate from the DTI shall not be released from the BOC.

In the case of the importations of Ms. Olivia Magpile and Ms. Cecilia Tomas, which according to your letter arrived without the required import authority from the DTI, the vehicles should not be released by the BOC, unless a waiver of the requirement is granted by this office.

In our letter dated 06 February 2020, we expressed that for vehicles that have been released by the BOC without the required DTI authority to import and release clearance, the DTI can no longer be involved in the process for the issuance of the Certificate of Payment (CP) or any amendment thereto, since the the release of the vehicles has rendered the issuance of the clearance (which pursuant to Section 4.b.1 Part II of the guidelines, is among the requirements for the issuance of the Certificate of Payment) moot and academic. At this point, a waiver of the requirement for import authority and release certificate will no longer apply since the vehicles have already been previously released.

OFFICE OF THE SECRETARY



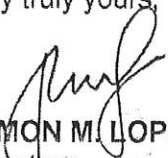
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We, likewise, stated in the letter that the BOC should continue to process the documentation of the CP (whether or not to issue the CP is now a judgment call for the BOC) without involving the DTI, to allow importers to decide on their next course of action instead of holding the process thereby causing more port charges for the importers,

Thank you. We hope we have clarified the issue.

Very truly yours,

  
RAMON M. LOPEZ  
Secretary

