



MEMORANDUM

MASTER COPY
pmo

FOR : **DISTRICT COLLECTORS OUTSIDE NCR**

FROM : **DONATO B. SAN JUAN**
Deputy Commissioner, Internal Administration Group

SUBJECT : **Conduct of the Agency-based Career Service Examination-Pen and Paper Test (CSE-PPT)**

DATE : **February 10, 2022**

1. In line with the BOC's efforts to provide professional development for its personnel while institutionalizing meritocracy and professionalism for the efficient and effective delivery of customs services, this Bureau is coordinating with the Civil Service Commission (CSC) for the request for the conduct of Agency-based Career Service Examination Pen and Paper Test (CSE-PPT) Professional and Sub-Professional Level for all BOC personnel and persons under Contract of Service who are not yet conferred with an eligibility appropriate to first and second level positions.
2. Relative thereto, the CSC has informed this Bureau that the CSC-NCR will not be able to conduct the abovementioned CSE-PPT for BOC personnel and persons under Contract of Service who are assigned outside NCR.
3. In this regard, all Collection Districts outside National Capital Region are enjoined to coordinate with their respective CSC Regional Offices on their request for the conduct of Agency-based Career Service Examination Pen and Paper Test (CSE-PPT) Professional and Sub-Professional Level for BOC personnel and persons under Contract of Service assigned under their offices.
4. For strict compliance.