



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

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PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

IAG Memo No. 25-2022

## MEMORANDUM

**TO :** ALL DISTRICT COLLECTORS



BOC-03-14799

**FROM :**  **DONATO B. SAN JUAN**

Deputy Commissioner, Internal Administration Group and  
Chief-of-Staff, Office of the Commissioner

**SUBJECT :** COPY FURNISHED THE OFFICE OF THE  
COMMISSIONER WITH ALL  
DOCUMENTS/LETTERS/MEMORANDA ADDRESSED  
TO THE NATIONAL GOVERNMENT AGENCIES

**DATE :** 05 APRIL 2022

It has been observed that some National Level Government Agencies correspond directly with our District Offices without informing the Office of the Commissioner. In this regard, all District Collectors to copy furnished the Office of the Commissioner with all documents/letters/Memoranda that you have signed beginning 05 April 2022 addressed to the National Level Government Agencies.

For strict and immediate compliance.