

*At*

2019-07-013



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

MEMORANDUM

TO : ALL DEPUTY COMMISSIONERS  
ALL SERVICE DIRECTORS  
ALL DISTRICT COLLECTORS/SUB PORT COLLECTORS  
ALL DIVISION CHIEFS

FROM : REY LEONARDO B. GUERRERO  
*Commissioner* JUL 15 2019

SUBJECT : SUBMISSION OF MID-YEAR ACCOMPLISHMENT REPORT

DATE : JULY 12, 2019

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BOC-09-03574

You are hereby directed to submit on or before 17 July 2019, a comprehensive accomplishment report of your respective group, service, division/unit, port and sub port, to include all achievements, issuances, projects and activities from January to June of this year and even continuing undertaking or projects. All reports must come with an Executive Summary. Include pictures, graphs, tables and other visual aids.

Submission of the reports shall be made to the office of the Deputy Commissioner, AOCG who will collate and make the report with an overall Executive Summary for submission to the Department of Finance and Office of the President. PIAD is also tasked to help AOCG with the write-up, lay-out and physical production of the BOC Mid-Year Accomplishment Report. The report must be submitted to this office no later than 19 July 2019.

For strict compliance.