



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

MEMORANDUM

TO : All District/Port Collectors
All Others Concerned


SUBJECT : **Designation of Atty. Sonia S. Tapales as Officer-in-Charge of the Import Regulation Division (IRD), Department of Trade and Industry**

DATE : July 07, 2014

Attached is the letter dated June 20, 2014 of Atty. Victorino Mario A. Dimagiba, Undersecretary for Consumer Protection Group, Department of Trade and Industry, informing this Bureau of the designation of Atty. Sonia S. Tapales, Supervising Trade and Industry Development Specialist, as Officer-in-Charge of the IRD, Fair Trade Enforcement Bureau (*formerly Import Administration Division of the Bureau of Import Services*) and shall perform the duties and responsibilities attached to the position vice Atty. Luis M. Catibayan, effective immediately.

Also attached are the specimen signatures of Atty. Sonia S. Tapales and her alternate, Mr. Roel A. Mallare.

For your information and guidance.


ARNULFO B. GAMBAYAN
Acting Director
Import Assessment Service



Internal Admin. Group
Received by: VICKY REYES
Date: 07-07-14
Time: 3:40

ADMINISTRATION OFFICE
Received by: DETA
Date: 07-07-14
Time: 11:00 AM

20 June 2014

JOHN PHILIP P. SEVILLA
Commissioner
Bureau of Customs
Port Area, Manila



Dear Commissioner Sevilla:

Please be informed that pursuant to the approved Rationalization Plan of the Department of Trade and Industry, the Import Administration Division of the Bureau of Import Services (BIS), the division tasked to process applications for Certificate of Authority to Import, Release Certificate and Endorsement for Re-Assessment of Duties and Taxes, for imported parts and used or rebuilt motor vehicles, has been transferred to and is now under the Fair Trade Enforcement Bureau (FTEB) of this Department, under the new name Import Regulation Division (IRD). The FTEB is under the Consumer Protection Group which is under the supervision of the undersigned.

In this connection Atty. Sonia S. Tapales, Supervising Trade and Industry Development Specialist, has been designated as Officer-In-Charge of the IRD. As such, she shall perform the duties and responsibilities attached to the position vice Atty. Luis M. Catibayan, Director of the BIS, effective immediately. In view thereof, we are requesting that the name of Director Luis M. Catibayan be replaced with the name of Atty Sonia S. Tapales as the approving authority in the National Single Window electronic system.

Thank you for your appropriate action on the matter. Please find below the specimen signatures of Atty. Sonia S. Tapales and her alternate Mr. Roel A. Mallare.

Very truly yours,

ATTY. VICTORIO MARIO A. DIMAGIBA
Undersecretary for Consumer Protection Group



Name

Position

Sonia S. Tapales

Officer-In-Charge, Import Regulation Division

Roel A. Mallare

Senior TIDS, Import Regulation Division