

2018\_01-005

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REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
BUREAU OF CUSTOMS  
Manila 1099

**MEMORANDUM**

TO : ALL DEPUTY COMMISSIONERS  
ALL SERVICE DIRECTORS  
ALL COLLECTOR OF CUSTOMS VI

FROM : *Shirley*  
GLADYS F. ROSALES, CESE  
Deputy Commissioner  
Internal Administration Group  
*FR*

DATE : 05 January 2018

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In line with the objective of this Bureau to maintain an updated and reliable database of personnel records, please submit your duly accomplished Personal Data Sheet (PDS) to the Human Resource Management Division not later than January 10, 2018.