



**BUREAU OF CUSTOMS**  
 MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

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PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

OCOM Memo No. 101-2022

**MEMORANDUM**



BOC-09-32365

**TO :** ALL OFFICIALS AND EMPLOYEES  
 Office of the Commissioner  
 Port of Manila  
 Manila International Container Port  
 Ninoy Aquino International Airaport  
 Port of Limay  
 Port of Subic  
 Port of Clark  
 Port of San Fernando, La Union  
 Port of Aparri

*[Handwritten Signature]*  
 AUG 23 2022

**FROM :** YOGI FILEMON L. RUIZ  
 Acting Commissioner

**SUBJECT :** SUSPENSION OF WORK

**DATE :** 23 August 2022

- 1.0 Pursuant to Memorandum Circular No. 05 dated 23 August 2022 signed by Executive Secretary Victor D. Rodriguez, Office of the President, work in government Offices is hereby suspended effective 1pm today, August 23, 2022 until tomorrow, August 24, 2022 due to severe tropical storm Florita.
- 2.0 In this regard all Collection Districts rendering frontline services shall continue with their operations and arrange their respective Skeleton Workforce accordingly.
- 3.0 Skeleton Workforce schedule of concerned Offices/Ports shall be submitted to the Internal Administration Group, copy furnished the Human Resource Management Division ([hrrmd@customs.gov.ph](mailto:hrrmd@customs.gov.ph)) not later than 5:00 p.m. today.
- 4.0 For compliance.