



# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

OCOM Memo No. 115-2022

## MEMORANDUM

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TO : ALL BOC OFFICIALS AND EMPLOYEES

FROM :  YOGI FILEMON L. RUIZ  
Acting Commissioner

SEP 16 2022



BOC-03-17083

SUBJECT : Authority to Engage in Private Practice of Profession

DATE : September 13, 2022

1. Pursuant to Section 136, Rule XII of the Civil Service Commission (CSC) Memorandum Circular (MC) No. 14, s. 2018 otherwise known as the Omnibus Rules on Appointments and Other Human Resource Actions (ORAOHRA, Revised 2018), the conditions for authorizing government officer or employee to engage in any private business or practice of profession includes the written permission from the head of agency, to wit:

*“SEC. 136. No officer or employee, whether in a permanent or regular capacity, temporary, casual, or hold-over, shall engage directly or indirectly in any private business or practice of profession. Exemptions may be allowed, subject to the limitations provided under RA No. 6713 and other special laws. Provided, further that the following requirements/conditions are met:*

- a. Written permission from head of agency must be secured and renewed annually;*
  - b. Time devoted outside of office hours shall not impair in any way the efficiency of the officer or employee nor pose a conflict or tend to conflict with the official functions and must be fixed by the head of agency; and*
  - c. Government facilities, equipment and supplies shall not be used while engaged in private business or practice of profession.”*
2. Relative thereto, the Human Resource Management Division shall no longer process any request from personnel relating to private practice of profession, in order to ensure that this Bureau, as one of the country’s major revenue generating agencies, shall remain focused on continuous and efficient delivery

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of services to the transacting public in line with country's efforts to recover from the critical economic impact of the COVID-19 pandemic.

3. This shall take effect immediately and shall last until revoked.
4. For information and guidance.