



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
MANILA

February 5, 1991

CUSTOMS MEMORANDUM ORDER
No. 12-91

TO : All District/Sub-Port Collectors
All Port Division Chiefs

Reports reaching this Office reveal that in many instances, responsible district and/or sub-port official/s are not found in their respective places of assignments for the simple reason that they are attending meetings and conferences, thereby disrupting port operations and normal flow of work.

In this connection, you are hereby advised to hold conferences and attend meetings only after office hours, except when the conference or meeting is called by other government agencies or by immediate superiors in which case, the next in rank official shall be designated to act on all transactions and/or papers pertaining to his office.

For strict compliance.

Salvador M. Mison
SALVADOR M. MISON
Commissioner