



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
MANILA

JAN 0 6 1945

CUSTOMS MEMORANDUM ORDER

NO. 2-95

TO : All Collectors of Customs
Service/Division/Section Chiefs
Appraisers, Examiners, Importers/Brokers
And All Others Concerned

SUBJECT : RULES AND REGULATIONS GOVERNING THE
TRANSFER OF CONTAINERS COVERED BY HOLD
ORDERS IN THE PORT OF MANILA AND MANILA
INTERNATIONAL CONTAINER PORT.
RESPECTIVELY.

I - OBJECTIVES

1. In order to protect government revenue.
2. In order to prevent loss and pilferage on containers covered by hold orders.
3. In order to readily pinpoint responsibility in case of such loss or pilferage.
4. In order to prevent unnecessary delay in the processing of shipments.

II - ADMINISTRATIVE PROVISIONS

1. This Order shall apply to all containerized cargoes covered by valid hold orders.
2. Henceforth, the Stalag Area at the Port of Manila and the Rainbow Area at MICP are designated as Hold Container Areas.
3. Any equivalent hold container area in other Collection Districts shall be pinpointed as far as practicable and the operational provisions as hereinafter defined shall be implemented.
4. The responsible Officer authorized to issue the hold order shall likewise issue the lifting order.
5. The Office issuing the lifting order shall furnish the arrastre contractor with the names and specimen signature of its authorized signatories, as well as pictures and specimen signatures of its authorized messengers transmitting the lifting order.

III - OPERATIONAL PROVISIONS

1. The Officer-on-case of the Office which requested for the issuance of the hold order, shall serve the duly approved hold order (Annex "A") to the Arrastre Contractor.
2. The Officer-on-case shall coordinate with the Arrastre Contractor for the transfer of the container van to the designated Hold Container Area.
3. The Officer-on-case shall then escort the container van to the designated Hold Container Area and present the hold order to the Personnel-in-charge of the Arrastre Contractor.
4. The Personnel-in-charge of the Arrastre Contractor in the designated Hold Container Area shall sign on the face of the hold order acknowledging receipt of the transferred container van.
5. The Officer-on-case shall then furnish a certified photocopy of the hold order to the Deputy District Collector of Customs for Operations which now shows the acknowledgement by the Arrastre Contractor Personnel-in-charge that the container van(s) as appearing in the hold order is in his possession.
6. After the container has been duly received at the Hold Container Area, the Officer-on-case shall submit a report to his superior officer, copy furnished the Office of the Commissioner and the Deputy District Collector respectively, indicating therein the following, viz:
 - a) Name of the arrastre personnel who received the container (with the container no.) at the Hold Container Area;
 - b) Date and time of receipt;
 - c) Name of the driver(s) and plate number(s) of the vehicle(s) on which the container(s) was loaded;
 - d) Date and time when the container(s) was loaded on the vehicle; and
 - e) Name of the forklift and/or tango crane operator which loaded the container(s) on the vehicle.
7. Any loss/pilferage of any item in or of the container van shall be the sole responsibility and account of the Arrastre Contractor.


3

CMO-2-95

8. The Arrastre Contractor Officer-in-charge of the container Hold Area shall submit to the Deputy District Collector for Operations of the Port a weekly report on how many container vans are in the area, how many have been released and the reason(s) therefor as well as how many vans were transferred elsewhere, if any, and the reasons why.

IV - All previous orders inconsistent herewith are hereby repealed, superseded, or modified accordingly.

V - This Order shall take effect JAN 09 1995


GUILLERMO L. PARAYNO, JR.
Commissioner

b:HO:draftCMO

4

CMO-2-95

CMO NO. 104-92

Republic of the Philippines
Department of Finance
BUREAU OF CUSTOMS

HOLD ORDER NO. _____
(To be supplied by Duty Officer)

TO: **ARRASTRE CONTRACTOR**

ATTN.: **POM VP Operations/Container Manager**
MICP VP Operations/Operations Manager

Pursuant to CMO _____, please (1) cause the transfer of the below-described shipment to the HOLD CONTAINER AREA (Stalag/Rainbow) and (2) hold its delivery until further orders from this Office.

PARTICULARS

Container No.(s) : _____
Marks and Numbers (if break bulk) : _____
Vessel : _____ Voyage No. _____
B/L No. : _____ Registry No. : _____
Entry/SPT No. (s) _____
Consignee : _____
Address : _____
Said to contain : _____
Specific violation believed to have been committed : _____

Requesting Authority	Office/Unit
TO: _____	_____

For compliance as requested.

POM VP Opns./Container Mgr.
MICP VP Opns./Operations Mgr.

Received Container No./s _____

Signature over printed name:

ARRASTRE PERSONNEL-IN-CHARGE

cc: Deputy Collector for Operations

**PURSUANT TO CMO 104-92 NOT VALID WITHOUT
THE OFFICE OF THE COMMISSIONER'S DRY SEAL**

Date _____

Time _____

Duty Officer _____

BOX FOR
COMMISSIONER'S
DRY SEAL