



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
MANILA

14 August 1992

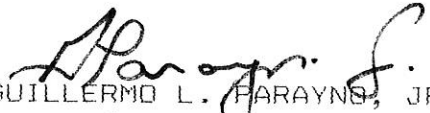
CUSTOMS MEMORANDUM ORDER No. 93-91

Subject: Warehouse Accounts Monitoring

In order to effectively monitor the accounts of public/private bonded warehouses, monitor the collections therefrom and minimize accrual of maturing accounts, the following procedures are hereby adopted at the Collection District II-A, Port of Manila:

- 1) The BIR copies of the Warehousing Entry shall be transmitted by the Entry Processing Division [EPD] to the Data Monitoring Unit [DMU] immediately after perforation of the documents.
- 2) The DMU shall encode pertinent data from the Warehousing Entries into the computer, after which the entries are returned to the EPD.
- 3) Certified photocopies of corresponding Warehousing Permits, Withdrawal Permits and Official Receipts of payments shall be provided by the Public/Private Bonded Warehouse Division to the DMU immediately after the Chief, P/PBWD had affixed his signature on the documents.
- 4) The DMU shall likewise encode pertinent data from the permits and receipts into the computer.
- 5) The DMU shall update the computer files accordingly and provide the Office of the Commissioner with the following output monthly, or as required:
 - 5.1 List of Due and Demandable Accounts
 - 5.2 List of Maturing Accounts
 - 5.3 Demand Letter [for outstanding accounts]
 - 5.4 Various collection reports
 - 5.5 Various statistical reports

This Order shall take effect 17 August 1992.


GUILLERMO L. FARAYNS, JR.
Commissioner