

2019\_09-019



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF CUSTOMS**

**MASTER COPY**

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**MEMORANDUM**

**TO :** ALL DEPUTY COMMISSIONERS  
ALL DISTRICT COLLECTORS  
SERVICE DIRECTORS  
ALL OFFICES CONCERNED

**FROM :** **DONATO B. SAN JUAN**  
Deputy Commissioner, Internal Administration Group, and  
Chief-of-Staff, Office of the Commissioner

**SUBJECT :** SUBMISSION OF OFFICE PERFORMANCE  
COMMITMENT REVIEW (OPCR) FOR THE SECOND  
SEMESTER OF 2019

**DATE :** 23 SEPTEMBER 2019



BOC-03-02046

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Pursuant to CMO 2-2017 re: Implementing the BOC Strategic Performance Management System (SPMS) and in relation to the Cascading Session workshop held at Lewis Grand Hotel, Angeles, Pampanga, all **Deputy Commissioners, District Collectors, and Service Directors** are directed to submit his/her duly accomplished **OPCR, STRATEGIC CONTRIBUTION, AND READINESS RATING** (see attached forms) on or before **September 27, 2019**.

Also, be informed that the **Strategic Contribution must be aligned with the Roadmaps; and the OPCR aligned with the signed and approved Strategic Contributions.**

You may coordinate with the Planning and Policy Research Division (PPRD) for any question regarding this matter.

FOR STRICT COMPLIANCE.





**GROUP / PORT / SERVICE / OFFICE / DIVISION  
OPCR (JULY-DECEMBER 2019)**

%

		Key Result Area	Key Performance Indicator	Baseline	End of Year Target
<b>Support Functions</b>	D				
	E				
	F				
	G				

ROADMAP		ALIGNMENT		DELIVERABLE	30%
		IDENTICAL	CONTRIBUTORY		
Pre-Arrival					
Assessment					
Clearance					



ROADMAP		ALIGNMENT		STRATEGIC CONTRIBUTIONS				30%
		IDENTICAL	CONTRIBUTORY					
Clearance								
Integrity Development								





**READINESS RATING (GROUP / PORT / SERVICE / OFFICE / DIVISION)**

			SCORE
<b>COMPETENCE TO DELIVER</b>			
0		Teams lack the adequate skills and training to deliver tasks	
0.5		Teams are skilled but lack training to deliver tasks	
1.0		Teams are highly skilled and trained to deliver tasks	
<b>RESOURCE AVAILABILITY</b>			
0		Insufficient external resources difficult to source	
0.5		Sufficient resources but not available; OR Insufficient but external resources can be tapped	
1.0		Sufficient and available staff and budget	
<b>CONFIDENCE TO DELIVER</b>			
0		Low confidence because of high degree of organizational change required	
0.5		Moderate confidence	
1.0		High confidence despite organizational change required	
<b>TOTAL SCORE</b>			