



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF CUSTOMS**  
1099 Manila

May 30, 2018

**CUSTOMS MEMORANDUM CIRCULAR**  
NO. 114 - 2018



To: All Deputy Commissioners  
All Directors and Division Chiefs  
All District/Port Collectors  
And Others Concerned

**Subject: Specimen Signatures of Food and Drug Administration –  
Center for Cosmetic Regulation & Research (CCRR) Deputies**

Attached is the letter dated April 25, 2018 of Nela Charade G. Puno, RPh, Director General, Food and Drug Administration indicating therein the specimen signatures and initials of the designated deputies of FDA-CCRR reflected in the License to Operate (LTO), Certificate of Product Registration (CPR), Acknowledged Notifications and other certificates, clearances, and permits originating from the said office.

For record purposes, please confirm the dissemination of this circular throughout your offices within fifteen (15) days from receipt hereof.

For your information and guidance.

*Isidro S. Lapeña*  
  
  
Bureau of Customs  
ISIDRO S. LAPEÑA  
Commissioner  
18-09402  
**ISIDRO S. LAPEÑA, PhD, CSEE**  
Commissioner  
JUN 0 8 2018

CMC 114-2018 P.2

*Copy*  
MASTER COPY



Republic of the Philippines  
Department of Health  
**FOOD AND DRUG ADMINISTRATION**



25 April 2018

**HON. ISIDRO LAPEÑA**  
Commissioner,  
**BUREAU OF CUSTOMS (BOC)**  
G/F OCOM Building, South Harbor  
Gate 3, Port Area, Manila

IMPORTS ASSESSMENT SERVICE

**RECEIVED**

By: \_\_\_\_\_  
Date: 5/29  
Time: 2:40 PM  
Control No: 2018-05-219

**BUREAU OF CUSTOMS  
OFFICE OF THE COMMISSIONER  
RECEIVED**

MAY 24 2018

TIME: 10:24

Attention:

**MELITA O. DEL ROSARIO**

*OC Deputy Commissioner*  
Assessment & Operations Coordinating Group

**Bureau of Customs  
Office of the Commissioner  
Incoming Document No.**

18-10070

**REPUBLIC OF THE PHILIPPINES  
BUREAU OF CUSTOMS  
THE DEPUTY COMMISSIONER  
ASSESSMENT OPERATION COORDINATING GROUP  
RECEIVED**

BY: DENNIS L.  
DATE: MAY 25 2018  
TIME: 9:10 AM

# 2018-05-219

Dear Commissioner Lapeña:

Greetings!

The Food and Drug Administration (FDA) has recently re-organized its top management with Ms. Nela Charade G. Puno as the Director General.

In this regard, please do honor the specimen signatures and initials of the designated deputies of CCRP shown below that are reflected in the License to Operate (LTO), Certificate of Product Registration (CPR), Acknowledged Notifications and other Certificates/Clearances/Permits originating from this Office.

NAME	OFFICIAL DESIGNATION	COMPLETE SIGNATURE	INITIAL
1. Engr. Ana Trinidad F. Rivera, MSc	Director IV, Center for Cosmetic Regulation and Research (CCRR)	<i>Ana Trinidad F. Rivera</i>	<i>ATFR</i>
2. Maria Theresa M. Gutierrez, MSc. RPh	Chief, Licensing and Registration Division (LRD), CCRR	<i>Maria Theresa M. Gutierrez</i>	<i>MTG</i>
3. Melody M. Zamudio, RPh, MGM-ESP	Officer-In-Charge (OIC) Chief, Product Research and Standard Development Division (PRSD), CCRR	<i>Melody M. Zamudio</i>	<i>MZ</i>
4. Ofelyn C. Cabrido	Food-Drug Regulation Officer (FDRO) IV - PRSD, CCRR	<i>Ofelyn C. Cabrido</i>	<i>OC</i>

**V.C.D.**  
REC'D *Amir*  
Civic Drive, Filinvest City, Alabang 1781 Muntinlupa, Philippines  
Toll-Free Line +63 2 857 1900  
Website: www.fda.gov.ph

Fax +63 2 807 0751  
Email: info@fda.gov.ph





CMC 114-2018 P.3

5. Marivic E. Paulino	Food-Drug Regulation Officer (FDRO) IV – LRD, CCRR	<i>Marulino</i>	<i>Marulino</i>
6. Thelma R. Perez	Food-Drug Regulation Officer (FDRO) III – PRSDD, CCRR	<i>Thelma R. Perez</i>	<i>Thelma R. Perez</i>
7. Florlita H. Gabuna, RPh.	Food-Drug Regulation Officer (FDRO) III – LRD, CCRR	<i>Florlita H. Gabuna</i>	<i>Florlita H. Gabuna</i>
8. Ma. Christina D. Ledesma	Food-Drug Regulation Officer (FDRO) III – PRSDD, CCRR	<i>Ma. Christina D. Ledesma</i>	<i>Ma. Christina D. Ledesma</i>
9. Esperanza O. Almenanza	Food-Drug Regulation Officer (FDRO) III – LRD, CCRR	<i>Esperanza O. Almenanza</i>	<i>Esperanza O. Almenanza</i>

Attached herewith is the copy of FDA Personnel Order No. 2018-0152 for your perusal/ information and thank you very much for your cooperation.

Very truly yours,

*Charade G. Puno*  
**NELA CHARADE G. PUNO, RPh**  
Director General, Food and Drug Administration (FDA)

Cc: Carolyn P. Custodio, Officer-In-Charge, FDA Custom Liaison Unit

DTN:   
20180425142243