



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
MANILA

May 21, 1990

Customs Memorandum Order
No. 37-90

TO All Service Directors
District and Port Collectors
of Customs
Customs Bonded Warehouse Operators
Customs assigned COA Auditors
and Others Concerned

Subject: Inventory and/or Official Sales of
Accountable Forms used by Customs
Bonded Warehouse

To recover the administrative cost of printing and supervision of authorized and pre-numbered Customs Bonded Warehouse Forms, the following shall be requisitioned from the Supply Division, Administration Office by bonded collecting officers of the Collection District/Port concerned and shall be sold as follows:

1. Certificate of Identification
& Examination (BC Form No. 218) - P 200.00 per pad
2. Certificate of Inspection and
Loading (BC Form No. 219) - P 200.00 per pad

The above forms shall be sold only to legitimate operators of actively operating customs bonded manufacturing warehouse (garments and miscellaneous) solely for their use and upon presentation of their respective requisition orders. The corresponding forms registry which shall be maintained by the collecting officer shall reflect among other informations, the serial numbers of the forms in numerical sequence with the names of the buyers and with their respective Customs Bonded Warehouse No. clearly identified.

On the other hand, since boatnotes (BC Form 36) are used officially by Customs to control the movements of cargoes from one customs controlled area to another, the same shall be requisitioned by and released only to duly assigned Customs Bonded Warehouse officers who shall be held accountable thereto subject to COA Rules and Regulations.

In case of reassignments, any leftover forms shall be formally transferred to the incoming Customs Bonded Warehouse officer.

All forms presently in the possession of personnel in any of Customs Bonded Warehouse/Warehouse Documentation and Record Division shall be inventoried in the presence of the COA Auditors assigned in the Bureau, and for provincial ports, the nearest provincial COA Auditors. BC Forms 218 and 219, on the other hand, shall be turnover to the Collecting Officers or assigned to sell Customs forms in the port. BC Form No. 36 shall be retained by the Customs Bonded Warehouse officers and the Warehouse Documentation and Record Division Chief until fully consumed. Replenishment of these forms shall thereafter be in accordance with this order.

This Order, which supersedes earlier regulations and memoranda covering similar subject matters, shall be effective on June 1, 1990.

All concerned shall be guided accordingly.


ISAURO C. GARCIA
Acting Commissioner