




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

**MEMORANDUM**

**FOR** : ALL DEPUTY COMMISSIONERS  
ALL DISTRICT AND PORT COLLECTORS  
ALL EMPLOYEES AND OFFICIALS OF THE  
BUREAU OF CUSTOMS

**FROM** :   
GLADYS F. ROSALES, MPA, CESE  
Deputy Commissioner  
Internal Administration Group

**SUBJECT** : SKELETAL WORKFORCE

**DATE** : 15 February 2018

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Please be informed that the Bureau of Customs will maintain a **SKELETAL WORKFORCE on February 16, 2018 (Chinese New Year)**. You are hereby directed to inform our stakeholders of the foregoing in order to avoid disruption in the processing of shipments in your ports.

In connection thereto, please forward to the Internal Administration Group (IAG) the list of BOC personnel assigned to report on the above-mentioned dates and those who are authorized to render overtime services.

For strict compliance.