



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
MANILA 1099

7 January 2005

CUSTOMS MEMORANDUM ORDER
NO. 2 - 2005

To: All Bureau Officials and Employees

Subject: **Amendment to CMO No. 18-2004 (Providing for Additional Guidelines in the reassignment and designation of personnel prescribed under CMO No. 25-2001)**

For the proper implementation of Civil Service Law and other pertinent rules and regulations, paragraph 2 of CMO No. 18-2004 is hereby amended as follows:

- “2.1 New employees are appointed to assume specific positions and port/office of assignment. As such, newly appointed employees will not be considered for reassignment and/or designation to any other port/office **within six (6) months from his date of assumption.**”
- 2.2 However, in the exigency of service, the Commissioner may order the reassignment and/or designation of newly appointed employees to any other port/office even within the six (6)-month period provided under the preceding paragraph.”

Furthermore, all officials and employees of the Bureau are reminded to strictly observe the provisions of CMO 25-2001. Both the receiving and releasing Collectors / Head of Offices must state the basis and justification of their action and recommendation. All recommending and approving authorities shall be held accountable for strict compliance therewith.

This Order shall take effect immediately.

For information and guidance.


GEORGE M. JEREOS
Commissioner