



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

DISTRICT COLLECTOR
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BUREAU OF CUSTOMS

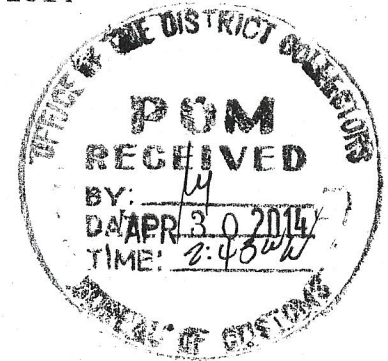
07 April 2014

MEMORANDUM

FOR : DISTRICT COLLECTORS/PORT COLLECTORS
All Ports

FROM : ATTY. JEMINA M. SY-FLORES
Chief, Account Management Office (AMO)

SUBJECT: Implementation of CMO 4-2014 "Policies, guidelines and procedures for the Accreditation of Importers and Customs Brokers with the Bureau of Customs (BOC) pursuant to Department Order No. 12-2014" and Department Order No. 18-2014



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Due to the implementation of CMO 4-2014- "Policies, guidelines and procedures for the Accreditation of Importers and Customs Brokers with the Bureau of Customs (BOC) pursuant to Department Order NO. 12-2014" and Department Order No. 018-2014, all District Collectors/Port Collectors are advised of the following:

- a. All applications for accreditation as NEW importer and/or brokers must comply with the documentary requirements of CMO 4-2014 specifically the securing of the Importer's Clearance Certificate (ICC) for Importers and the Brokers Clearance Certificate (BCC) for brokers from the BIR.
- b. In addition, prior to the indorsement of the application forms and its attachments to the Head Office, AMO, it is required that application forms should be properly filled out, leaving no empty/blank spaces therein, together with the complete requirements in order to avoid delay. For this purpose, copies of application form is hereby attached and disseminated together with the list of regulated commodities to serve as guidelines in the accreditation process.
- c. In Ports where there are no AMO Satellite offices, the CIIS office in the respective ports is hereby designated as the satellite office of the AMO to which the District Collector/Port Collector may designate/assign personnel to perform AMO functions. However, for purposes of monitoring and coordination, it is requested

