

2016 - 10 - 008



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

MEMORANDUM

FOR : **THE DEPUTY COMMISSIONERS AND DISTRICT COLLECTORS**

FROM : **THE CHIEF**
Human Resource Management Division


DATE : **10 OCTOBER 2016**

SUBJECT : **SUBMISSION OF PERSONNEL COMPLEMENT**

- 1.0. Pursuant to Customs Memorandum Order No. 27-2002 dated 03 June 2002, and in line with our continuous efforts to generate and maintain an accurate personnel records database, may we respectfully request for the submission of personnel complement of your respective groups and ports as of **30 September 2016**.
- 2.0. Further, may we also request that the main ports consolidate and submit the said document including that of their respective sub-ports. We will appreciate receiving the documents in hard copies and soft copies through boc.hrmd@gmail.com on or before **20 October 2016**.
- 3.0. Thank you for your usual support to the undertakings of the HRMD.


JOSEPH G. ESCASIO

Noted:


ATTY. ARTURO M. LACHICA, CESO II
Deputy Commissioner
Internal Administration Group

P-267-839