



Republic of the Philippines
Department of Finance
BUREAU OF CUSTOMS
1099 Manila

MEMORANDUM

**FOR : ALL DEPUTY COMMISSIONERS
ALL DIRECTORS
ALL UNIT HEADS
ALL BOC EMPLOYEES**

FROM : *[Signature]*
GLADYS F. ROSALES, CSEE
Deputy Commissioner, IAG

**SUBJECT : INFORMATION TO HEADS OF OFFICE ON
WHEREABOUTS**

DATE : November 22, 2017

BACKGROUND

1. Reference:

Commissioner's directive during the November 20, 2017 execom to ensure that Deputy Commissioners and other heads of offices and units are informed of the whereabouts of their personnel.
2. In compliance with the said directive, you are all hereby reminded to inform your respective immediate supervisors of your whereabouts during office hours.
3. For compliance.