



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

April 26, 2018

**CUSTOMS MEMORANDUM CIRCULAR**  
NO. 82-2018

To: All Deputy Commissioners  
All Directors and Division Chiefs  
All District/Port Collectors  
And Others Concerned

**Subject: Lost Entry Covering the Shipment Consigned to Mr. Thomas Dennis Dooley**

An Import Entry No. C-255140-15 covering the shipment consigned to **MR. THOMAS DENNIS DOOLEY** was reported lost.

To that effect, an Affidavit of Loss executed by Mr. Mark Anthony Garcia, personal staff of the above-named consignee, and the 1<sup>st</sup> endorsement dated April 20, 2018 of the District Collector, MICP are attached herein.

In order to ensure that unauthorized usage thereof is avoided, it is incumbent upon the Chiefs of concerned Divisions/Units to keep a permanent record of all lost documents as reference if secondary evidence is availed of in lieu of the lost original documents.

This CMC is issued pursuant to CAO 2-2001 and CMO 15-2002.

For your information and guidance.

For record purposes, please confirm the dissemination of this circular throughout your offices within fifteen (15) days from receipt hereof.

**ISIDRO S LAPEÑA, PhD, CSEE**  
Commissioner

APR 26 2018 9





REPUBLIC OF THE PHILIPPINES  
Department of Finance  
BUREAU OF CUSTOMS  
Manila  
Collection District II-B

MANILA INTERNATIONAL CONTAINER PORT

**MEMORANDUM –**

**FOR :** **MARITESS T. MARTIN**  
District Collector

**SUBJECT :** **Request to reconstruct lost original import entry with attachments**

**DATE:** **April 20, 2018**

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This has reference to the letter-request dated 16 April 2018 of Mr. Thomas Dennis Dooley, consignee of the shipment of 1 crate STC: Used Customized Motorcycle with VIN# 1X9MS062020005129, which arrived at this Port on board the vessel "OOCL Long Beach," Voy. 89W covered by B/L No. ECCI 15-862-15-S92822 and declared under Entry No. C255140-15 to reconstruct the lost import entry to enable him to continue with the processing for the issuance of a Certificate of Payment thereon. Mr. Dooley is the Head Coach of the Philippines National Men's Football Team and his subject importation was for his exclusive personal use.

In support of this request, Mr. Dooley submitted the Affidavit of Loss executed by his former personal driver, Mr. Mark Anthony A. Garcia, who was responsible for the loss of the said document.

Mr. Garcia averred, among others, that he accompanied Mr. Dooley during the processing of the shipment at the Bureau of Customs. He further disclosed that Mr. Dooley handed to him all the documents pertaining to the said importation, which are vital in order that a Certificate of Payment (CP) may be issued thereon to enable it to be registered with the Land Transportation Office (LTO).

He surmised that the said documents were kept in the compartment of the vehicle owned by Mr. Dooley and that he was no longer aware on the present whereabouts thereof considering that he was already separated from his said employer. Nevertheless, Mr. Garcia admitted that he was

responsible for the loss of the documents considering that he was the person who has been entrusted to safekeep the same.

Hence, the request for reconstruction.

In resolving the instant request, this Office took into consideration the provisions of Customs Memorandum Order (CMO) No. 15-2002 which are explicit on the procedures and requirements bearing on reconstruction of lost import or other official documents, to wit:

“x x x                      x x x                      x x x

1. A written request for the reconstruction of lost import documents or other official documents shall be filed with the Office of the District Collector in the Port where the said documents were entered/filed, attaching therewith the following:

1.1 Affidavit of Loss of the person responsible (importer, broker, broker's representative or Customs employee/custodian) for the loss of the import document(s) duly registered with the Law Division;

1.2 Verified photocopy of the lost import documents; duly certified document(s) by or on behalf of the importer/broker may be accepted in lieu of the verified photocopy pursuant to Sec. 3515 of the TCCP, as amended;

1.3 Proposed reconstructed copy or copies of the lost import documents with the required amount of Customs documentary stamps already affixed thereon; and

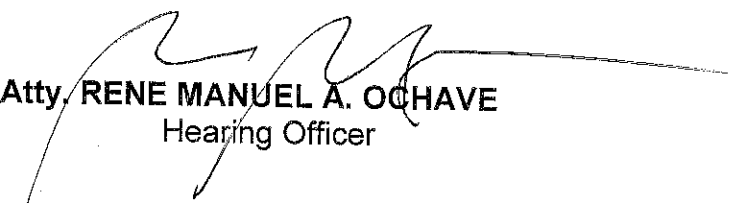
1.4 Print-out of the Temporary Assessment Notice and SAD covering the importation to be sourced from the Office of the Chief, FED/WAD or equivalent unit in the Port.

x x x                      x x x                      x x x”

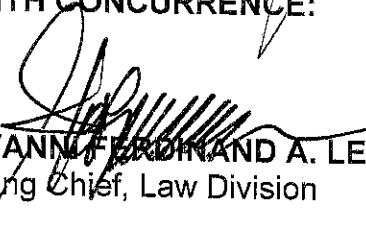
From the foregoing, and considering the faithful compliance by MR. THOMAS DENNIS DOOLEY of the conditions above stated, this Office recommends the approval of the request to reconstruct the aforesaid import entry and its attachments, in order that it may continue with the processing thereof specially for the issuance of Certificate of Payment of the subject shipment and compliance with existing Customs laws, rules and regulations pertinent thereto. It is likewise apparent that MR. DOOLEY has no other

recourse other than to reconstruct the said import entry since the retrieval thereof is no longer possible.

Respectfully recommended.

  
Atty. RENE MANUEL A. OCHAVE  
Hearing Officer

NOTED WITH CONCURRENCE:

  
Atty. GIOVANNI FERDINAND A. LEYNES  
Acting Chief, Law Division

APPROVED/DISAPPROVED:

  
MARITES T. MARTIN  
District Collector