



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

**MEMORANDUM**


**TO :** ALL DEPUTY COMMISSIONERS  
ALL DIRECTORS AND DIVISION CHIEFS  
ALL DISTRICT/PORT COLLECTORS  
ALL OTHERS CONCERNED

*[Signature]*

**FROM :** REY LEONARDO B. GUERRERO  
Commissioner *APR 15 2019*

**SUBJECT :** CREATION OF A MONITORING UNIT, DEFINING ITS  
COMPOSITION AND DESIGNATING ITS CHAIRMAN  
AND CO-CHAIRMAN

**DATE :** 15 April 2019

 BOC-09-00852

---

In order to effectively track the compliance and implementation of the respective work/operation plans of the different offices/units in the Bureau of Customs (BOC), towards the accomplishment of the 10-Point Priority Agenda of the Office of the Commissioner, there is hereby created a Monitoring Unit.

The Monitoring Unit shall be composed of the focal persons of the different offices/units with prepared work/operational plans for 2019, to be headed by the Office of the Chief of Staff, Office of the Commissioner.

Atty MARLONFRITZ B. BROTO and Atty VENER S. BAQUIRAN, of the Office of the Chief of Staff (OCOS), Office of the Commissioner (OCOM), are hereby designated, effective immediately, as Chairman and Co-Chairman of the Monitoring Unit. Their designations, however, shall not entitle them to any remuneration or additional emolument.

Atty Broto and Atty Baquiran are hereby directed to immediately convene the unit and coordinate with its members and to exercise full powers and authority to do and perform all and every act requisite or necessary to carry into effect their designations.

For your information and guidance.