

2019\_10-029



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

*ate*  
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BOC-03-03263

**MEMORANDUM**

**TO :** ALL DEPUTY COMMISSIONERS  
ALL SERVICE DIRECTORS  
ALL DISTRICT COLLECTORS  
ALL DIVISION CHIEFS

**FROM :** REY LEONARDO B. GUERRERO  
Commissioner *RG* **OCT 24 2019**

**SUBJECT :** PREPARATION OF 2019 BOC ANNUAL  
ACCOMPLISHMENT REPORT

**DATE :** 23 October 2019

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In relation to the Memorandum Order No. 2019-10-013 issued on the 3<sup>rd</sup> of October 2019 pertaining to the preparation of the 2019 Annual Accomplishment Report, all Deputy Commissioners, Service Directors, District Collectors, and Division Chiefs are directed to comply with the submission of the Monthly Accomplishment Report.

Submission of monthly reports to the Assessment and Operations Coordinating Group (AOCG) via email at **odc.aocg@customs.gov.ph** will be **on or before the first Thursday of the month** (first deadline for submission is on November 7).

A show-cause order will be issued against customs officials and personnel who will fail to comply with this order.

For strict compliance.