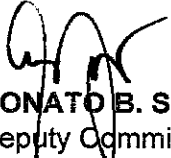




## MEMORANDUM

TO : ALL DEPUTY COMMISSIONERS  
ALL DISTRICT COLLECTORS

FROM :   
DONATO B. SAN JUAN  
Deputy Commissioner  
Internal Administration Group

SUBJECT : Reconstitution of Group and Local HRMPSBs

DATE : 11 June 2021

- 1.0. Pursuant to pertinent provisions of Customs Memorandum Order No. 27-2016 dated October 27, 2016 or the Civil Service Commission-approved BOC Merit Selection Plan, the Group and Local Human Resource Merit Selection and Promotion Boards (HRMPSB) of all Groups and Collection Districts (*formerly referred to as the Group and Local Personnel Selection Boards*) shall be composed of the following:

### 1.1. Group HRMPSB

Chairperson	1. Deputy Commissioner
Members	2. Directors of the Offices / Services under the Group 3. Division Chief/Head of the Unit where the vacancy exists 4. BOCEA Representatives, one from the first level and one from the second level, who shall both be chosen by BOCEA.
Secretariat	Administrative Officer

### 1.2. Local HRMPSB

Chairperson	1. District Collector
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# BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

## Members

2. All Deputy District Collectors
3. Sub-Port Collector/Division Chief/Unit Head of the division/unit where the vacancy exists
4. BOCEA Representatives, one from the first level and one from the second level, who shall both be chosen by BOCEA.

## Secretariat

## Administrative Officer

- 2.0. In this regard, all Deputy Commissioners and District Collectors are hereby directed to reconstitute their respective Group and Local HRMPSBs to facilitate the processing of received applications for the published vacant positions in the Bureau.
- 3.0. All Orders reconstituting the Group and Local HRMPSBs shall be forwarded to the Central HRMPSB through this Office on or before June 14, 2021 for verification and records purposes.
- 4.0. For compliance.