

Republic of the Philippines
Department of Finance
BUREAU OF CUSTOMS
M a n i l a

12 March 1992

CUSTOMS MEMORANDUM
ORDER NO. 27-92

TO : All Collectors of Customs
Chiefs, Piers & Inspection Divisions
All Others Concerned

SUBJECT : Rotation System of Duty Assignment for
Customs Personnel

To eliminate the pernicious practice of the "Suki" or patronage system prevalent in the assignment of customs personnel, especially of but not limited to, PID customs security guards and inspectors, to conduction and/or boarding duties, the following rules shall henceforth be observed.

1. Duty assignment of customs security guards, customs inspectors, and/or customs boarding officers shall be on a rotation basis, i.e., alphabetical in sequence based on the first letter of the surname of each individual, with the earlier alphabet in the sequence being given the first assignment, and so on and so forth, until the cycle is finally completed.

2. The order of assignment shall not be interrupted except in case of absence (authorized vacation or sick leave with sworn medical certificate or emergency) of the customs personnel who is next in sequence in the order.

3. Any customs personnel who is absent from duty for reasons other than that above-stated shall forfeit his privilege to be assigned to duty for the duration of the alphabet cycle. In addition, he shall be required to submit an explanation in writing why no administrative action should be taken against him for dereliction of duty.


4. No "Stand-In", i.e., a customs personnel who is designated by another who is absent as the latter's substitute without the assignor losing his preference in the assignment sequence, shall be allowed, except in those cases herein above authorized.

5. In case of conduction duties, permits to transfer shipments shall be assigned a number in the order that they have been fully processed and they shall be assigned in such order. In case of vessels, assignment shall be made on the basis of their date and time of arrival, the earlier being assigned first, and so on and so forth.

CMO-27-92

Any customs memoranda, orders, circulars or other issuances contrary to this Order are hereby deemed revoked, modified, or amended accordingly.

This Order shall also apply to all units in the Bureau of Customs as far as practicable, and shall take effect immediately.


TOMAS V. APACIBLE
Commissioner