



BUREAU OF CUSTOMS

MAKABAGONG ADUANA, MATATAG NA EKONOMIYA



PROFESSIONALISM

INTEGRITY

ACCOUNTABILITY

OCOM Memo No. **49-2022**

MEMORANDUM

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TO : ALL DISTRICT COLLECTORS
ALL DEPUTY COLLECTORS
ALL DIVISION CHIEFS
ALL BOC PERSONNEL & EMPLOYEES
ALL OTHERS CONCERNED

FROM : REY LEONARDO B. GUERRERO
Commissioner



BOC-01-06518

SUBJECT : REITERATION OF AOCG MEMO NO. 118 – 2022 ON WEARING OF PROPER PROTECTIVE GEARS AND OBSERVANCE OF SAFETY PROTOCOLS WITH ADDITIONAL GUIDELINES ON ARMING/DISARMING OF E-TRACC GPS DEVICE

DATE : APRIL 08, 2022

This memorandum is to reiterate AOCG Memo No. 118 – 2022 in order to prevent any accident or untoward incident during the performance of your duties in the field, you are reminded to always wear the proper protective gears and equipment at all times and to follow strictly the safety protocols.

In addition to the above-mentioned Memorandum, listed below are the safety guidelines and protocols to be followed strictly before/during Arming/Disarming of E-TRACC GPS device by all concerned officers at the designated stations.

Before Arming / Disarming of GPS Devices:

1. All container trucks shall have their engine off with full stop and transmission set at 1st gear.
2. Parking brakes shall be observed at all times.
3. Truck drivers shall stay inside their vehicles while waiting in queue.
4. Wheel stoppers/ wheel barriers shall be used at the end of parking spaces to assist the drivers when parking the trucks.

During Arming / Disarming of GPS Devices:

1. The presence of ESS Personnel or Security Guard is needed to act as a safety officer.

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2. For Port of Manila, Arming / Disarming station shall be inside the Container Terminal.
3. The use of Arming / Disarming ramp shall be required from the Terminal Operators.
4. Terminal Operators must ensure that the Arming / Disarming areas are well lighted
5. Installation of CCTV cameras in Arming / Disarming stations for real-time monitoring to ensure that the proper guidelines are followed.

All District Collectors, Deputy Collectors, Division Chiefs and all concerned are advised to implement additional measures and safety guidelines that they deem necessary to ensure the safety of their field personnel

For immediate and strict compliance.