

2017-10-045

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REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF CUSTOMS**  
1099 MANILA

**MEMORANDUM**

**TO :** THE DISTRICT COLLECTOR, PORT OF MANILA  
THE DISTRICT COLLECTOR, MICP  
THE DISTRICT COLLECTOR, NAIA  
THE DISTRICT COLLECTOR, PORT OF CLARK  
ALL CUSTOMS BROKERS & IMPORTERS  
ALL ARRASTRE OPERATORS  
ALL OTHERS CONCERNED

**SUBJECT :** SKELETAL FORCE ON NOVEMBER 13, 14 & 15, 2017

**DATE :** OCTOBER 25, 2017

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The Malacañan Palace announced last October 23, 2017 through Proclamation No. 332, that November 13, 14 & 15, 2017 are special non-working holidays in the National Capital Region, Province of Bulacan and Province of Pampanga to give way to the activities to be attended by ASEAN leaders and delegates.

In view of this, you are hereby directed to maintain a skeletal force on the above-mentioned dates so as not to affect our collection efforts and to continue the delivery of trade related services to our stakeholders.

Further, you are enjoined to make the necessary arrangements ahead of time with our partner banks to ensure that bank services are made available during the three (3) day holiday.

You are required to submit a copy of the skeletal force arrangement to this office on or before 12:00 noon of October 27, 2017, Friday.

For strict compliance.

  
Atty. EDWARD JAMES A. DY BUCO  
OIC and Deputy Commissioner, AOCG