


BUREAU OF CUSTOMS
 MAKABAGONG ADUANA, MATATAG NA EKONOMIYA

George C.
MEMORANDUM

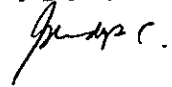
TO : ALL BOC OFFICIALS & EMPLOYEES

FROM : **MICHAEL C. FERMIN**
Acting Deputy Commissioner
Internal Administration Group

SUBJECT : **BUREAU OF CUSTOMS LEARNING AND DEVELOPMENT MANAGEMENT CASCADING MODULE VIA BOC ONLINE LEARNING PORTAL**

DATE : 20 September 2023

- 1.0. This is with regard to the implementation of the Customs Memorandum Order (CMO) 12-2020 with the subject "Policies and Guidelines for Participation in Learning and Development Division, CMO 13-2020 with the subject "Policies and Guidelines for the Availment of Scholarship Programs of the Bureau of Customs Personnel" and CMO 31-2021 with the subject "Establishment of the Bureau of Customs Personnel Development Committee".
- 2.0. To cascade the abovementioned policies and guidelines, all officials and employees are hereby directed to access and complete the **Bureau of Customs (BOC) Learning and Development Management Cascading Module** which will open on **02 to 31 October 2023** via the **BOC Online Learning Portal**.
- 3.0. This is to ensure that all employees understand the learning and development management process of the Bureau, the Interim Training and Development Division (ITDD) created an online asynchronous module for the scheduled cascading of the above-mentioned CMO this year.
- 4.0. To access, please visit: <https://training.customs.gov.ph/> and **LOG-IN** using your assigned username and password. Completing the said module shall be considered as creditable training hours
- 5.0. Kindly forward all your OLP generated certificates to the Interim Training and Development Division (ITDD) via: ITDDCustoms@customs.gov.ph cc: **Mr. John Mark A. Aneñon**, Officer-In-Charge, ITDD: johnmark.anenon@customs.gov.ph and **Mr. Kenneth Bryan F. Bartolome**, ASO II, Curriculum and Training Materials Section, ITDD:



ea.bartolomek@customs.gov.ph for issuance of the official Certificate of Completion one (1) week after their transmittal to the ITDD.

- 6.0. For any technical / account problems (e.g., password reset, account creation, etc.) encountered at the OLP, you may contact **Mr. Chris Joven B. Buenaventura**, ASO II, Curriculum and Training Materials Section, ITDD via his Viber no. (+63) 967-630-5068.
- 7.0. Employees may also check other **OPEN FOR ALL** modules which employees may access anytime and anywhere for self-learning purposes. Said modules has also creditable training hours.
- 8.0. For your appropriate action.