



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

MASTER COPY
[Handwritten signature]

OCOM Memo No. 75-2023

A modernized and credible customs administration that upholds good governance and is among the world's best

MEMORANDUM

TO : ALL DEPUTY COMMISSIONERS
ALL SERVICE DIRECTORS
ALL DISTRICT COLLECTORS/SUB-PORT COLLECTORS
ALL DIVISION CHIEFS

FROM : BIENVENIDO Y. RUBIO **DEC 12 2023**
Commissioner *[Handwritten signature]*

SUBJECT : SUBMISSION OF THE 2023 ANNUAL ACCOMPLISHMENT REPORT

DATE : 28 November 2023

In preparation for the Bureau of Customs (BOC) Annual Accomplishment Report, all concerned parties are hereby directed to submit their respective accomplishment reports on relevant programs, projects, and activities undertaken for fiscal year 2023, along with other relevant inputs.

Your accomplishment report must be aligned with the BOC's 5-Point Priority Program, namely (1) digitalization of customs processes; (2) hit and surpass the target; (3) simplify procedures and facilitate secured trade; (4) curb smuggling in all forms; and (5) uplift employee welfare and development.

The reports of each group and/or district should include the accomplishments of the unit/office/division or port/subport under them. The presentation must include a brief narrative of each accomplishment, pictures, graphs, tables, and other visual aids.

The initial reports must be submitted not later than 15 December 2023, while the final report is due on 05 January 2024, via email to the following addresses, with hardcopies addressed to the Office of the Commissioner and Public Information and Assistance Division:

- boc.ocom@customs.gov.ph
- piad@customs.gov.ph

For strict compliance.



Gate 3, South Harbor, Port Area, Manila 1018

+63 (02) 8705-6000, +63 (02) 8527-1968 | www.customs.gov.ph | boc.cares@customs.gov.ph