



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

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U.P. LAW CENTER
CUSTOMS ADMINISTRATIVE REGISTER
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CUSTOMS MEMORANDUM ORDER (CMO)

NO. 09-2024

SUBJECT: ESTABLISHMENT OF AN ELECTRONIC TRACKING OF CONTAINERIZED CARGO SYSTEM (E-TRACC System) COVERING BARGE OR DOMESTIC VESSEL TRANSFER

Introduction. This Order implements Customs Administrative Order (CAO) No. 15-2019 in relation to Sections 1418 to 1421 of Republic Act (R.A.) No. 10863, otherwise known as the Customs Modernization and Tariff Act (CMTA), and supplements Customs Memorandum Order (CMO) No. 4-2020 as amended by CMO No. 15-2023.

Section 1. Scope. This Order shall cover both inland and sea transfers of containerized goods using the E-TRACC system.

Section 2. Objectives.

- 2.1. To supplement CMO No. 4-2020 as amended by CMO No. 15-2023 by integrating the procedure for the transit of containerized shipments via barge or other domestic vessels with regular inland transfer.
- 2.2. To generate real time and accurate information and to monitor the movement and location of containers using tracking devices and linking it in real time with the electronic documentation system.

Section 3. Operational Procedure for Transit of Containers for Admission to Free Zone.

3.1. Barge Transit Booking.

3.1.1. The importer or its authorized representative shall book a trip for barge transfer in the E-TRACC system. The following information shall be supplied in the booking:

a. Transaction Header. In the transaction header, the importer or representative shall supply the following details:



- i. Barge Details:
 - 1. Vessel Name
 - 2. Vessel Voyage Number
 - 3. Visit Number
 - 4. Vessel Registry Number
- ii. For Transaction Type:
 - 1. Import
 - 2. Export
- iii. Origin for Importations:
 - 1. Port of Discharge, i.e., PO2 (Port of Manila) or PO2B (MICP)
- iv. Destination Type:
 - 1. CFS
 - 2. PEZA
 - 3. Port
 - 4. Cold Storage
 - 5. CBW
 - 6. Others
- v. Destination:
 - 1. Name of the facility
- vi. Travel Type:
 - 1. Land
 - 2. Barge

- b. **Container Number.** The container numbers shall be indicated in the list which is uploaded into the system.
- c. **Stowage Plan.** The Stowage or Bay Plan must be uploaded prior to payment for booking fee; and
- d. **Payment Details.** Details of booking payment.

3.1.2. There shall only be one booking for the entire containers loaded on the barge or the domestic vessel.

3.1.3. Once the containers have been loaded, the importer or its authorized representative shall send the **Actual Load List** to the E-TRACC System.

The terminal facility shall integrate its system with the E-TRACC Service Provider to enable automatic sending the **Actual Load List** to the E-TRACC System.



- 3.1.4.** Upon loading of the **Actual Load List**, the E-TRACC shall tag the containers as **"Loaded"**.
- 3.1.5.** Once the container status in the E-TRACC System is already reflected as **"Loaded"**, the Piers and Inspection Division (PID) or equivalent office, together with authorized personnel from the E-TRACC Service Provider, shall arm the E-TRACC device for the barge. The Master of the Vessel shall provide a hard copy of the **Final Load List** and **Stowage or Bay Plan** to verify the location and position of the containers on the vessel.
- 3.1.6.** To commence the transfer of the laden boxes, via barge or domestic vessel, the importer or its authorized representative shall send the **Final Load List** to the E-TRACC System.

The terminal facility shall integrate its system with the E-TRACC Service Provider to enable automatic sending of the **Final Load List** to the E-TRACC System.

- 3.1.7.** Upon arrival at the destination terminal facility, the status barge transfer in the ETRACC system shall be reflected as "End Trip" and be tagged "Arrived" and "Received" in the E-TRACC System.
- 3.1.8.** Upon completion of the discharging of the containers, the importer or its authorized representative shall send the **Discharge List** to the E-TRACC System.

The terminal facility shall integrate its system with the E-TRACC Service Provider to enable automatic sending of the **Discharge List** to the E-TRACC System.

- 3.1.9.** The authorized Customs Officer from PEZA Cavite Customs Office, together with authorized personnel from the E-TRACC service provider, shall disarm the E-TRACC device for the barge.

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MARGARET G. MANALAYSAY
Administrative Officer V



3.2. Inland Transit Booking.

- 3.2.1.** E-TRACC booking for the transfer of individual containers from the terminal facility up to its final destination in the Free Zone can be done immediately after completion of the barge transit booking. Booking procedure under CMO No. 04-2020 shall remain effective.
- 3.2.2.** The import containers shall remain at the terminal facility yard until these laden boxes are booked by its Importer or Authorized Representative. Only booked containers will be sealed with an Electronic Customs Seal and allowed to commence transit to their Special Economic Zone destination.
- 3.2.3.** Disarming of containers that arrived at the Free Zone shall be in accordance with CMO No. 15-2023. The export containers will remain within the terminal facility until the barge booking and requirements are completed, and ready for barge loading and transit.

Section 4. Operational Procedure for Transit of Containers for Exportation.

- 4.1.** E-TRACC booking for the transfer of containers from the Free Zone to the terminal facility to be used as transit point for barge transfer shall be done in accordance with the procedure under CMO No. 04-2020.
- 4.2.** Upon entry at the terminal facility, the Electronic Customs Seal shall be disarmed in accordance with CMO No. 15-2023 by authorized Customs Officer from PEZA Cavite Customs Office, together with authorized personnel from the E-TRACC service provider.
- 4.3.** The importer shall make a barge booking for the containers to be loaded onto the barge. The procedure for barge transit booking shall be the same as provided for under Section 3.1 of this Order.
- 4.4.** The authorized Customs Officer from PEZA Cavite Customs Office, together with authorized personnel from the E-TRACC service provider, shall arm the E-TRACC device for the barge, provided that containers are already loaded onto the barge.



- 4.5. Upon arrival and discharging of the containers at the port of destination, the personnel from the Customs Container Control Division (CCCD) or equivalent office of the port of loading for exportation, together with authorized personnel from the E-TRACC service provider, shall disarm the electronic seal for the barge.

Section 5. Responsibilities of the ETRACC System Service Provider.

- 5.1. Provide an updated web-based E-TRACC System to book and monitor the movement of transit barge or domestic vessels carrying laden containers from origin to destination. The enhanced system shall facilitate the new provisions from this Order.

For purposes of the Port of Manila (POM), the Service Provider shall:

- 5.1.1. Adjust POM geozone to include Asian Terminal Incorporated (ATI) Manila South Harbor (MHS); and
- 5.1.2. Add Tanza Container Terminal Inc (TCTI) geozone.

- 5.2. The E-TRACC System Service Provider shall make the necessary adjustments within the system to provide appropriate GPS corridors for container movement via barge from the terminal facility within the Port of Discharge (Origin) to its intended port container terminal facility (Destination).

For purposes of the POM, the Service Provider shall:

- 5.2.1. Create corridors and routes from ATI MHS to TCTI and vice versa; and
- 5.2.2. Create corridors and routes from TCTI to Cavite Economic Zone 1 and 2 (CEZ 1 and 2) and vice versa.

- 5.3. Similar adjustments and functionalities shall be performed by the Service Provider for other ports, if applicable.
- 5.4. Ensure that the E-TRACC System Dashboard shall integrate the required information for container movement both for inland and barge transfers.
- 5.5. The E-TRACC System Service Provider shall ensure to monitor the movement of the barge or domestic transfer vessel carrying the containers.



- 5.6.** Provide additional manpower resources to other terminal facility accredited by the Bureau as a Customs Facility and Warehouse (CFW) where arming/disarming activities will be conducted arising from this Order.

For purposes of the POM, the Service Provider shall re-allocate or add resources to support the authorized personnel of the Bureau:

- 5.6.1.** From POM Arming gate to Manila South Harbor barge vessel bay; and
5.6.2. From CEZ PEZA to TCTI.

Section 6. Responsibilities of Terminal Facilities Handling Barge Transfers. The terminal facility shall perform the following:

- 6.1.** Provide a suitable office for the Bureau and authorized Customs Officers assigned thereat, taking into account the safety and security of personnel and E-TRACC devices;
6.2. Pay off overtime service fees beyond regular duty hours, and subject to applicable laws, rules and regulations; and
6.3. Provide strong and stable internet access.

Section 7. Responsibilities of the Officer-in-Charge, PEZA Cavite, Customs Office. The Officer-in-Charge shall perform the following:

- ~~7-6.1.~~ Assign customs personnel at the terminal facilities who are handling barge transfers for the purpose of ensuring that the entrance and exit of containers are authorized by the Bureau;
~~7-6.2.~~ Assign customs personnel at the terminal facilities who are responsible for supervising and conducting E-TRACC sealing or unsealing of import/export of laden boxes; and
~~7-6.3.~~ Perform other functions as may be warranted or directed.

Section 8. Miscellaneous Provision.

- 8.1.** No laden containers shall be allowed to be released/discharged by the terminal facility without the official documents and authorizations from the Bureau.
8.2. Ingress and egress of empty containers shall be checked at the transit terminal facility.
8.3. In case of change in travel type from Barge to Land, a new container booking will be required in the E-TRACC System. The origin shall be the terminal facility, and its destination shall be



the intended Port of Loading for exportation, or in case of imports, from the port of discharge to the Freezone destination.

The Service Provider shall include this scenario in the E-TRACC dashboard.

- 8.4. Laden containers with transit cargoes shall not be opened, nor physical examination conducted at the transit terminal facility.
- 8.5. No stuffing or stripping of cargoes shall be performed at the transit terminal.
- 8.6. The importer shall inform the Bureau of any changes related to the barge transit prior to departure, particularly the following:
 - 8.6.1. Discrepancy in the total number of containers loaded on board as reflected in the **Final Load List**; or
 - 8.6.2. Loading of containers other than what are listed in the **Final Load List**.

The importer is required to submit an amended **Final Load List** prior to departure. Otherwise, the same shall be considered as violation of this Order and shall be subject to fines and penalties as may be determined by the Assessment and Operations Coordinating Group (AOCG).

Section 9. Repealing Clause. All CMOs, memoranda, circulars and issuances inconsistent herewith are hereby repealed and/or deemed modified accordingly.

Section 10. Separability Clause. If any part or provision of this Order is later declared invalid or illegal, the remaining portion shall remain valid and enforceable.

Section 11. Effectivity. This Order shall take effect immediately.

The Office of National Administrative Register (ONAR) of the UP Law Center shall be provided three (3) certified copies of this Order.

BIENVENIDO R. RUBIO
Commissioner

[Signature]
AUG 08 2024



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