



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

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CUSTOMS MEMORANDUM CIRCULAR
NO. 13-2026

TO : ASSISTANT COMMISSIONER
ALL DEPUTY COMMISSIONERS
ALL DIRECTORS AND DIVISION CHIEFS
ALL DISTRICT AND SUB-PORT COLLECTORS
ALL OTHERS CONCERNED

SUBJECT : BANGSAMORO BARTER TRADE COUNCIL MEMORANDUM
ORDER NO. 01-2025 SERIES OF 2025

This refers to the attached Letter dated 2 December 2025 from Farserina A. Mohammad, Minister, Ministry of Trade, Investments and Tourism and Chairperson, Bangsamoro Barter Trade Council (BBTC), in relation to BBTC Memorandum Order No. 01-2025, series of 2025, containing the Operational Guidelines for Trading in the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) with Brunei, Indonesia, Malaysia and Philippines East Asia Growth Area (BIMP-EAGA).

The said BARMM trading guidelines provide for and invoke the provisions of Customs Memorandum Order No. 32-2019, entitled "Guidelines in the Implementation of Special Cargo Clearance Procedure for Qualified Enterprises at the Ports/Subports of Mindanao and Palawan pursuant to BIMP-EAGA Economic Cooperation".

For records purposes, please confirm the dissemination of this Circular throughout your offices within fifteen (15) days from receipt hereof.

For strict compliance.


ARIEL F. NEPOMUCENO
Commissioner

JAN 20 2026



Gate 3, South Harbor, Port Area, Manila 1018

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Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
MINISTRY OF TRADE, INVESTMENTS AND TOURISM
Bangsamoro Government Center
Governor Gutierrez Avenue, RH-7, Cotabato City
Office of the Minister



#5263

December 2, 2025
Jumada II 11, 1447 AH



ARIEL NEPOMUCENO
Commissioner
Bureau of Customs
Gate 3, South Harbor, Port Area, Manila



Dear *Commissioner Nepomuceno*:

Greetings of Peace!

In pursuance of the mandates of the Bangsamoro Autonomous in Region Mindanao (BARMM) as provided for under R.A. 11054 and to accelerate the autonomy, economic and social development of the Region, the Bangsamoro Government constituted economic establishments, among others, the Bangsamoro Barter Trade Council (BBTC), the Bangsamoro Economic Zone Authority (BEZA) and the Bangsamoro Halal Board under the helm of the Ministry of Trade, Investments and Tourism (MTIT), currently headed by the undersigned.

In furtherance of the foregoing, among others, the Implementing Rules and Regulations of the BBTC was promulgated and subsequently the Operational Guidelines for Trading in the BARMM with BIMP-EAGA was issued.

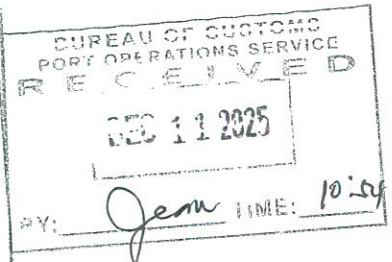
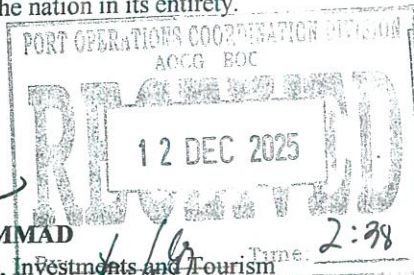
The said BARMM trading guidelines, a copy of which is attached, provides for and invokes the provisions of Customs Memorandum Order (CMO) No. 32-2019, entitled "Guidelines in the Implementation of Special Cargo Clearance Procedure for Qualified Enterprises at the Ports/Subports of Mindanao and Palawan pursuant to Brunei, Indonesia, Malaysia, Philippines – East ASEAN Growth Area (BIMP-EAGA) Economic Cooperation".

To foster and achieve the entitlement and compliance of the said issuance and to engender the mainstreaming of the trading activities in the BARMM Area, may we respectfully request for the circularization of the said Guidelines, not only to customs authorities but also to others concerned particularly the enforcement agencies.

Thank you, as we look forward to our fruitful discussions, in the interest not only of a progressive BARMM but the nation in its entirety.

Very truly yours,

FARRERINA A. MOHAMMAD
Minister, Ministry of Trade, Investments and Tourism
Chairperson, Bangsamoro Barter Trade Council





BBTC Memorandum Order 01, Series of 2025

OPERATIONAL GUIDELINES FOR TRADING IN THE BARMM WITH BIMP-EAGA

SECTION 1. INTRODUCTION

- 1.1. These Guidelines are issued in pursuance to Section 3 (c) of Memorandum Circular No. 1 Series of 2022 on the matter of “Implementing Rules and Regulations of the Bangsamoro Barter Trade Council” as issued by the Bangsamoro Barter Trade Council.

SECTION 2: OBJECTIVES

- 2.1. To officially introduce and facilitate trade between the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) area, as an autonomous region of the Republic of the Philippines, and Brunei, Indonesia and Malaysia under the auspices of the Brunei, Indonesia, Malaysia and Philippines East Asia Growth Area (BIMP-EAGA) sub-regional economic cooperation initiative;
- 2.2. To prescribe simpler BARMM, CUSTOMS and other concerned agencies clearance procedures in the importation and exportation of goods into and from the BARMM, respectively, with BIMP-EAGA member countries by BARMM Qualified Enterprises;
- 2.3. To provide a system of registration for Qualified Enterprises covered by the BARMM and BIMP-EAGA initiatives;
- 2.4. To maximize revenue collection within the BARMM and BIMP-EAGA trade ports and prevent and suppress all forms of smuggling and other violations of related laws and regulations.



- 2.5. To enable data gathering and recording of trading transactions in the BARMM area with the BIMP-EAGA;

SECTION 3: SCOPE

- 3.1. These Operational Guidelines apply to trading particularly, importing to and exporting from the **BARMM** with **BIMP-EAGA**, by **BARMM** Qualified Enterprises, as herein after provided, as shall henceforth be referred to as “BARMM Trade”:

3.1.1. **Conventional Trade / Informal Trade** covered by Customs Memorandum Order (CMO) 32-2019.

3.1.2. **Barter Trade** as provided under EO No. 46, Series of 2018, the guidelines of which will be hereinafter enacted and which may provide, among others, for the following conditionalities/requirements such as: provision for Negative List, and specific Port to Port trade, and as shall be approved by proper authorities.

SECTION 4: DEFINITION OF TERMS

For the purpose of these Operational Guidelines, the following terms are defined as follows:

- 4.1. **A Certificate of Public Convenience (CPC)** – refers to the official authorization issued by BMARINA to individuals or entities seeking to operate public transport services for passengers or cargo along designated routes using approved vessels.
- 4.2. **BARMM** – refers to the “Bangsamoro Autonomous Region in Muslim Mindanao”, an autonomous region established by virtue of Republic Act No. 11054, also known as the “Organic Law for the Bangsamoro Autonomous Region in Muslim Mindanao” and specifically defined by the Bangsamoro Autonomous Act No. 13, also known as the “Bangsamoro Administrative Code”. The territorial jurisdiction of the BARMM covers:



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
BANGSAMORO BARTER TRADE COUNCIL



- 4.2.1. The provinces of Basilan, Lanao del Sur, Maguindanao del Norte, Maguindanao del Sur, and Tawi-Tawi;
- 4.2.2. The cities of Cotabato, Lamitan, and Marawi; and
- 4.2.3. The Special Geographic Area composed of the Municipalities of Pahanuddin, Kadayangan, Nabalawag, Old Kaabakan, Kapalawan, Malidegao, Tugunan, and Ligawasan.
- 4.3. **BARMM Ports** – pertain to District Ports/Subports of Entry, duly accredited by the National Government and the BBTC and shall exclude ports owned or operated by private individuals or entities.
- 4.4. **BARMM Traders/Enterprises** – shall refer to Traders/Enterprises, whether individual or juridical, duly registered with the BBTC through the MTIT and the Bureau of Customs, as well as other appropriate government agencies, which may be classified as Micro, Small, and Medium Enterprises (MSMEs) depending on their capitalization as may be required under existing laws, rules, and regulations.
- 4.5. **BARMM Trade** – shall mean the following:
- 4.5.1. Conventional/Informal trade covering the purchase of goods and commodities for importation and exportation, as provided under Customs Memorandum Order (CMO) 32-2019;
- 4.5.2. Barter Trade which is a culture-bound trading practice of the people in the BARMM, particularly small-time trade of commodities in kind, such as raw materials, semi-finished, and finished goods with the BIMP-EAGA and vice-versa.
- 4.6. **BARMM Vessel** – any kind, class, or type of craft or artificial contrivance capable of floating in water, designed to be used, or capable of being used, as a means of transport for passengers or cargoes, or both, utilizing its own motive power or that of another, duly registered with BMARINA.
- 4.7. **BBTC** – refers to the Bangsamoro Barter Trade Council which is created



by the Bangsamoro Transition Authority Parliament through the Bangsamoro Autonomy Act No. 13, or the Bangsamoro Administrative Code and chaired by the Ministry of Trade, Investments and Tourism. The said body/council is mandated to accredit, regulate, supervise, coordinate, and harmonize all policies, operations, programs, and activities on trade in the BARMM with BIMP-EAGA and to create an environment conducive to conventional, countertrade, and barter trade development and growth.

- 4.8. **BMARINA (Bangsamoro Maritime Industry Authority)** – a sectoral office under the Ministry of Transportation and Communications (MOTC) of the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM), mandated to regulate, develop, and supervise the maritime industry within the BARMM Area.
- 4.9. **Exporter** – shall refer to an individual or any juridical entity which exports or brings out goods/commodities from the BARMM to the BIMP-EAGA area.
- 4.10. **Importer** – shall refer to an individual or any juridical entity which imports or brings goods/commodities into the BARMM from the BIMP-EAGA area.
- 4.11. **Manual Processing of Goods Declaration** – the processing of goods declaration for all imports and exports into and from the BARMM with the BIMP-EAGA which shall be done manually following the procedures outlined in CMO-32, Series of 2019.
- 4.12. **Micro Enterprise** – shall refer to enterprises duly registered with appropriate government agencies with a minimum capitalization of Three Million Pesos (PhP3,000,000.00) and below.
- 4.13. **MTIT** – refers to the Ministry of Trade, Investments and Tourism, which is the primary government agency under the BARMM Government mandated to implement laws, programs, and projects on trade, investments, and tourism. It is composed of the MTIT Regional Office in Cotabato City and the MTIT Provincial Offices located in all the different provinces of the BARMM.



- 4.14. **Port of Entry** – refers to a domestic port open to both domestic and international trade, including principal ports of entry and subports of entry. A principal port of entry is the chief port of entry of the Customs District wherein it is situated and is the permanent station of the District Collector of such port. Subports of entry are under the administrative jurisdiction of the District Collector of the principal port of entry of the Customs District.
- 4.15. **Regulated Importation and Exportation** – goods which are subject to regulation shall be imported or exported only after securing the necessary goods declaration or export declaration, permits, clearances, licenses, and any other requirements by concerned agencies prior to importation or exportation.
- 4.16. **Small Enterprise** – shall refer to enterprises duly registered in the appropriate government agencies with the minimum capitalization of Three Million and One Peso (PhP3,000,001.00) to Fifteen Million Pesos (PhP15,000,000.00).
- 4.17. **Special Permit** – official authorization issued by the Bangsamoro Maritime Industry Authority (BMARINA) granted to domestic vessels operating within the Bangsamoro Autonomous Region to engage in specific maritime activities along designated routes under the Brunei Darussalam–Indonesia–Malaysia–Philippines East ASEAN Growth Area (BIMP-EAGA).

SECTION 5. REGISTRATION AND ACCREDITATION

5.1. Registration as a **BARMM Trader with the BBTC through the MTIT**

Individuals or juridical entities intending to engage in **BARMM Trade** shall apply for accreditation with the MTIT as **BARMM Trader** using the application form attached as Annex “B” hereof. MTIT shall issue the **BARMM Trader’s Certificate of Registration (BTCR)** to successful applications.



5.1.1. Qualifications

Individuals or juridical entities intending to register as **BARMM Trader** must be engaged in business in the **BARMM** area and/or in the areas covered by BIMP-EAGA trade;

5.1.2. Requirements and Procedures for Accreditation of BARMM Trader with the MTIT:

a. The applicant must file with the BBTC through the MTIT an original copy of the duly filled-up registration form as attached in Annex A of these guidelines, and must be accompanied with the certified true copies of the following:

- i. Department of Trade and Industry / **MTIT** registration for Single/Sole Proprietorship, or Securities and Exchange Commission (SEC) registration for corporations;
- ii. Barangay Micro Business Enterprise (BMBE) Certification from **MTIT**, if applicable;
- iii. Bureau of Internal Revenue (BIR) Registration Certification;
- iv. Business permit from the Local Government;
- v. At least one (1) valid government-issued ID or Passport of the Proprietor;
- vi. Certificate of Accreditation from the Cooperatives and Social Enterprise Authority (CSEA) or the Cooperative Development Authority (CDA), in case of cooperative; and
- vii. License to Import issued by concerned government agency (e.g. Bureau of Plant Industry, Bureau of Animal Industry, Sugar Regulatory Authority, Department of Trade and Industry, Food and Drugs Administration, and other concerned agencies), if applicable.

b. Fees and Charges for BTRC

- | | |
|-------------------------------|------------|
| i. New/Renewal | PhP 500.00 |
| ii. Replacement for Lost BTRC | PhP 500.00 |

The said fees and charges may be changed with prior notice to all concerned.



c. Validity

The BTCR shall be valid for three (3) years beginning on the date of approval of application, subject, however, to suspension, revocation or cancellation by the BBTC for due causes.

5.2. **Accreditation with the Bureau of Customs**

The BBTC shall endorse the list of registered BARMM Traders to the Bureau of Customs (BOC) for accreditation as Importer or Exporter under CMO 32-2019 on re: Guidelines in the Implementation of Special Cargo Clearance Procedure for Qualified Enterprises at the Ports/Subports of Mindanao and Palawan Pursuant to Brunei, Indonesia, Malaysia, Philippines – East Asean Growth Area (BIMP-EAGA) Economic Cooperation.

5.3. **BARMM Shipping Vessel Operations**

5.3.1. Upon registration as a BARMM Vessel with the BMARINA and the subsequent issuance of a Certificate of Public Convenience (CPC), the BARMM Vessel shall be required to secure a Special Permit from BMARINA for its operation along BIMP-EAGA trade routes. Such utilization must be in accordance with international safety standards, applicable regional agreements, and international instruments, and must comply with all relevant laws, rules, orders, decrees, and regulations.

5.3.2. BMARINA shall inform MARINA Central Office for the official list of Special Permits it has issued or granted. Subsequently, MARINA shall communicate with the BIMP-EAGA States of the issued Special Permit of BMARINA.

5.3.3. **BARMM Vessels** shall enter and exit only in the **Designated BIMP-EAGA Gateway Ports** which are “Ports of Entry”.

5.3.4. The entry/exit of **BARMM Vessels** shall also comply with the BOC entry and exit clearance requirements, as the case may be.



5.4. Permits, Clearances and Licenses from Other National and BARMM Agencies

Whenever necessary, permits, clearances and licenses as required by other concerned National and BARMM regulating agencies/offices shall be obtained and submitted accordingly by the BARMM Trader and the BARMM Vessel owner.

5.5. Creation of One Stop Shop Office

An Area-based coordinating and action office may be established to be manned if feasible and practicable by **MTIT** and **BMARINA** personnel, to among others, facilitate the accreditation of **BARMM Traders** and **BARMM Vessels** and the eventual processing and clearance of vessels and goods as the case may be.

SECTION 6. TRANSITORY PROVISION

In order to attain the objectives of these Guidelines, compliance on the provisions herewith is hereby declared mandatory.

SECTION 7. SEPARABILITY CLAUSE

If any provision of these guidelines shall be held unconstitutional or invalid, the other provisions not otherwise affected shall remain in full force and effect.

SECTION 8. EFFECTIVITY CLAUSE

These Rules shall take effect fifteen (15) days after publication thereof.



Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
BANGSAMORO BARTER TRADE COUNCIL

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Done, this ____ day of _____, _____ at Cotabato City,
BARMM, Philippines.

Signed:

FARSERINA A. MOHAMMAD
Chairperson
Minister
Ministry of Trade, Investments and
Tourism

ATTY. UBAIDA C. PACASEM, CPA
Vice-Chairperson
Minister
Ministry of Finance, Budget and
Management

ABUNAWAS L. MASLAMAMA
Vice-Chairperson
Minister
Ministry of Agriculture, Fisheries and
Agrarian Reform

ABDULRAOF A. MACACUA
Member
OIC Minister
Ministry of the Interior and Local
Government

ENGR. MOHAJIRIN T. ALI, MNSA
Member
Bangsamoro Director General
Bangsamoro Planning and
Development Authority

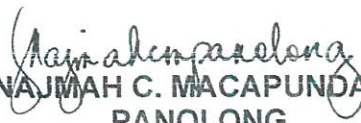
Member
General Manager
Bangsamoro Ports Management
Authority
Ministry of Transportation and
Communications




Republic of the Philippines
Bangsamoro Autonomous Region in Muslim Mindanao
BANGSAMORO BARTER TRADE COUNCIL




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NAJMAH C. MACAPUNDAG-PANOLONG
Member
Director I
Bangsamoro Maritime Industry Authority (BMARINA)
Ministry of Transportation and Communications


ATTY. SUKARNO A. ABAS
Member
Executive Director
Bangsamoro Economic Zone Authority


TERMIZIE G. MASAHUD
Member
Minister
Ministry of Transportation and Communications


DR. KADIL M. SINOLINDING, JR.
Member
Minister
Ministry of Health


AKMAD A. BRAHIM
Member
Minister
Ministry of Environment, Natural Resources, and Energy


SOEKARNO MOHAMMAD
Member
Representative
Private Sector

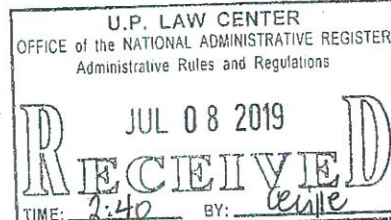


REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS
MANILA 1099

Date July 2, 2019

CUSTOMS MEMORANDUM ORDER (CMO)

No. 32-2019



SUBJECT: GUIDELINES IN THE IMPLEMENTATION OF SPECIAL CARGO CLEARANCE PROCEDURE FOR QUALIFIED ENTERPRISES AT THE PORTS/SUBPORTS OF MINDANAO AND PALAWAN PURSUANT TO BRUNEI, INDONESIA, MALAYSIA, PHILIPPINES - EAST ASEAN GROWTH AREA (BIMP-EAGA) ECONOMIC COOPERATION

Section 1. Scope. This CMO applies to Qualified Enterprises engaged in the importation and exportation of goods within the BIMP-EAGA.

Section 2. Objectives.

- 2.1. To facilitate trade between the Philippines, Brunei, Indonesia and Malaysia as a sub-regional economic cooperation initiative under the East ASEAN Growth Area;
- 2.2. To prescribe simpler customs clearance procedure in the importation and exportation of goods from and to BIMP-EAGA member countries by Qualified Enterprise;
- 2.3. To maximize revenue collection within the BIMP-EAGA trade ports;
- 2.4. To prevent and suppress all forms of smuggling and other fraud against Customs Revenue; and
- 2.5. To provide a system of registration for Qualified Enterprises covered by the BIMP – EAGA initiative.

Section 3. Definition of Terms. For purposes of this CMO, the following terms are defined as follows:

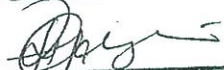
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Raquel G. De Jesus
SVC
CRMD - BOC

- 3.1. **BIMP-EAGA** – shall refer to Brunei Darussalam, Indonesia, Malaysia, Philippines East-ASEAN Growth Area.
- 3.2. **Philippine-EAGA (P-EAGA)** – Shall refer to the entire island of Mindanao and island province of Palawan.

- 3.2. Philippine-EAGA (P-EAGA)** – Shall refer to the entire island of Mindanao and island province of Palawan.
- 3.3. P-EAGA Ports and Supports** – shall refer to the ports of Zamboanga, Davao, Cagayan de Oro, Surigao and the Sub Port of Puerto Princesa, Palawan, including Brookes Point and Butiluyan, and other ports as may be designated as such.
- 3.4. Certificate of Origin** - The Bureau shall refer to the declaration of the Exporter, certified by the BOC or any other authorized government agency, that his or her export complies with the origin requirements specified under bilateral, regional or multilateral trading arrangements to which the Philippines is a party.¹
- 3.5. Client Profile Recording System** (previously known as the Client Profile Registration System) – shall refer to the process wherein client information obtained during the accreditation or registration of various clients and stakeholders is captured and recorded. Enrollment in the Bureau's Client Profile Recording System (CPRS) shall be mandatory for all micro and small enterprises exporting goods to the EAGA.
- 3.6. Exporter** – shall refer to an individual or any juridical entity which exports or bring out goods from Philippines to BIMP-EAGA.
- 3.7. Importer/Trader** – shall refer to an individual or any juridical entity which imports or bring goods into the BIMP-EAGA area.
- 3.8. Micro** – shall refer to enterprise duly registered in the appropriate government agencies with the minimum capitalization of three Million Pesos (Php3, 000,000.00) and below.
- 3.9. MinDA** – shall refer to Mindanao Development Authority which is the national secretariat of Philippine East ASEAN Growth Area (P-EAGA).
- 3.10. Non-Commercial** – shall refer to goods, not otherwise falling under the definition of personal and household effects that are not intended to be used for any commercial purposes, including sale, lease, hire or barter.
- 3.11. Qualified Enterprises** – shall refer to entities duly registered with the appropriate government agencies which may be classified as Micro and Small depending on their capitalization as may be required under existing laws rules and regulations.

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Raquel G. De Jesus
SVC00
CRMD - BOC

- 3.12. Registration** – shall refer only to the process of recording and/or registering of Qualified Enterprises, whether natural or juridical, for

¹ of PD 930 Section 1.C; CMTA, Title V, Chapter 1, Section 503

them to be able to transact and conduct business with the Bureau relative to goods imported and exported into BIMP-EAGA, subject however to conditions and restrictions as herein provided.

3.13. Regulated Importation and Exportation -- goods which are subject to regulation shall be imported or exported only after securing the necessary goods declaration or export declaration, clearances, licenses, and any other requirements, prior to importation or exportation. In case of importation, submission of requirements after arrival of the goods but prior to release from customs custody shall be allowed but only in cases provided for by governing laws or regulations.²

3.14. Small - shall refer to enterprise duly registered in the appropriate government agencies with the minimum capitalization of Three Million and One Peso (Php3, 000,001.00) to Fifteen Million Pesos (Php15, 000,000.00).


Section 4. General Provisions.

4.1. Registration of Qualified Enterprise. Micro and small entrepreneurs shall be required to register prior to transacting with the Bureau. In its dealings and transactions with the Bureau, he or she shall undertake to follow and comply with the customs laws, rules and regulations. In addition, he/she shall be truthful and responsible for the accuracy in the import entry declaration as well as corresponding value and classification.

4.2. Requirements for Registration. The application for registration, either as Importer or Exporter, shall be filed directly with the District Collector and in the case of Puerto Princesa with the Subport Collector, and must be accompanied with the certified true copies of the following:

- a. Department of Trade and Industry (DTI) registration for Single/Sole Proprietorship;
- b. Barangay Micro Business Enterprise (BMBE) Certification from DTI, if applicable;
- c. Bureau of Internal Revenue (BIR) Registration Certification;
- d. Business permit from the Local Government;
- e. At least one (1) valid government issued ID or Passport of the Proprietor;
- f. Certificate of Accreditation from the Cooperative Development Authority, in case of cooperative; and
- g. License to Import issued by concerned government agency (eg. BPI, BAI, SRA, DTI, FDA, etc.), if applicable.

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Raquel G. De Jesus
SVECO
CRMD - BOC

² cf Section 117 CMTA

Accreditation as an exporter by the Philippine Exporters Confederation Incorporated (PhilExport) shall no longer be required for the registration of micro and small enterprises transacting within the P-EAGA.

4.3. Registration Fees. The payment of registration fees shall be in accordance with the prescribed rates as may be provided under existing rules and regulations.

4.4. Responsibilities of District/Support Collectors. The Port or Support Collector shall perform the following functions:

- a. Receive and process applications for the registration;
- b. Evaluate the application for the registration of micro and small entrepreneurs desiring to conduct their business within the areas of BIMP-EAGA;
- c. If the application for registration is filed in the Port, the District Collector shall approve or disapprove the application;
- d. If the application for registration is filed in the Support, the Support Collector shall recommend to the District Collector for the approval or disapproval of the application;
- e. Keep and maintain file of all the BIMP – EAGA registered Importers and Exporters; and
- f. Such other task as may be directed by the Commissioner or his authorized representative.

The District Collectors/Support Collectors shall assign personnel from within the port to accept and process applications for accreditation filed in their respective areas of jurisdiction, provided however that site inspection of the business address of the applicant-enterprise shall be conducted by the CIIS of the Port.

4.5. Validity Period of Registration. Unless otherwise provided by the Commissioner, the customs registration shall be valid for a period of three (3) years from the date of its approval, subject, however, to suspension, revocation or cancellation as herein provided.

4.6. Issuance and Validity of the Certificate of Registration. Upon approval of the application by the concerned District Collector, a Certificate of Registration shall be issued to the applicant micro entrepreneur under Bureau's official seal.

4.7. Renewal of Registration. Application for renewal shall be filed within thirty (30) calendar days prior to the expiration of the validity period. Application for renewal filed after the expiration of the registration shall be considered as new application and subject to the provision of Section 4.2. of this Order.

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SVC
CRMD - BOC

4.8. Mandatory Maintenance and Updating of Electronic Mail Addresses and Contact Numbers. It shall be mandatory for registered Importers to provide their existing, accurate and official e-mail addresses and contact numbers, and changes, modification or update thereto where the Bureau shall send notices and communications such as urgent notice to file entry and other such notices.

Notices and communications sent to the registered Importer's official e-mail addresses shall be deemed received, unless the non-delivery thereof is attributable to the Bureau or due to system error.

4.9. Manual Processing of Goods Declaration. The processing of goods declaration for all imports and exports into and from the P-EAGA shall be done manually following the procedures outlined in this Order, using the informal entry declaration form, regardless of the value.

Section 5. Operational Provisions.

5.1. Cargo Clearance Process for Imported Goods. Consistent with the objectives of BIMP-EAGA, the following are the documentary requirements for the clearance of imported goods consigned to registered Micro and Small Entrepreneur:

- a. Duly accomplished Informal Entry form;
- b. Commercial or Non Commercial Invoice whichever is applicable;
- c. Packing list;
- d. Bill of lading;
- e. Import Permit/Clearance for regulated items, if necessary
- f. Commodity clearance for plant and plant products;
- g. Photocopy of Certificate of Registration from the District Collector of the Port concerned; and
- h. Certificate of Origin or any proof of origin.


5.2. The manual processing of goods declaration shall observe the following procedures:

5.2.1. Upon arrival of the carrying vessel, the consignee/customs broker/authorized representative shall file the informal import entry for the computation of duties and taxes;

5.2.2. The duly authorized customs officer at the Entry Processing Unit (EPU) of the port shall verify the completeness and accuracy of the documentary requirements submitted by the Importer;

5.2.3. After verification, the customs officer at the EPU shall assign an entry number and transmit the documents to the Chief

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Raquel G. De Jesus
SVCOO
CRMD - BOC

of the Assessment Division/Section for assignment of a customs examiner (COO III);

5.2.4. The customs examiner (COO III) shall conduct an examination of the cargo, forward the complete documents with his/her findings to the Customs Operations Officer V (COO V). In cases where there is no COO V in the port, the customs examiner shall forward the documents with his/her findings to the Chief of Assessment Division/Section for the assessment of the goods;

5.2.5. The COO V or the Chief of Assessment Division/Section shall forward the informal entry and its supporting documents to the cashier for payment of the assessed duties, taxes and other charges;

5.2.6. Upon payment by the consignee, the cashier shall issue the official receipt;

5.2.7. After payment of duties and taxes, if any, the cashier forwards the documents together with the official receipt to the releasing clerk;

5.2.8. The consignee/customs broker shall present the Official Receipt (OR) to the Customs Officer on duty for the checking of the information contained therein if it matches in the import entry; and

5.2.9. Once checked and found accurate, the Customs Officer on duty shall stamp "Released" on the informal entry.

5.3. Export Processing.

5.3.1. Export Declaration (ED). All shipments intended for export shall be covered with a Goods Declaration for the Export electronically lodged by Exporters or authorized representatives to the Bureau's automated system.

The description of goods in the ED must contain sufficient and specific information for statistical purposes as well as for the proper valuation and classification of the goods.³

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5.3.2. Manual Processing. In the event that electronic lodgement will not be available, manual processing of Goods Declaration for Export may be allowed subject to compliance with customs rules and regulations.⁴

³ of CMTA, Title V, Chapter 1, Section 500

⁴ of CMO 54-2010, Sec. 7

5.3.3. Documentary Requirements. Until such time the Bureau is operating in a paperless environment, the printout of Goods Declaration for Export which is signed by the Exporter or authorized representative, must be submitted to the Export Division or its equivalent office or unit, together with the following documents:

- a. Bill of Lading;
- b. Proforma/Commercial Invoice;
- c. Packing List;
- d. Photocopy of Certificate of Registration from the District Collector of the Port concerned;
- e. Documents as may be required by rules and regulations, such as:
 - i. Clearance or permits from concerned regulatory agency; and
 - ii. Certificate of Origin; and
- f. **Other documents as may be required by the importing country** from any concerned agency.

5.4. Regulated Importation and Exportation. Goods which are subject to regulation shall be imported or exported only after securing the necessary goods declaration or export declaration, clearances, licenses, and any other requirements, prior to importation or exportation. In case of importation, submission of requirements after arrival of the goods but prior to release from customs custody shall be allowed but only in cases provided for by governing laws or regulations.⁵

5.5. Prohibited Importation. The importation of the following goods are prohibited:

- (a) Written or printed goods in any form containing any matter advocating or inciting treason, rebellion, insurrection, sedition against the government of the Philippines, or forcible resistance to any law of the Philippines, or written or printed goods containing any threat to take the life of, or inflict bodily harm upon any person in the Philippines;
- (b) Goods, instruments, drugs and substances designed, intended or adapted for producing unlawful abortion, or any printed matter which advertises, describes or gives direct or indirect information where, how or by whom unlawful abortion is committed;
- (c) Written or printed goods, negatives or cinematographic films, photographs, engravings, lithographs, objects, paintings, drawings or other representation of an obscene or immoral character;

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⁵ of CMTA, Title I, Chapter 3, Section 117.

(d) Any goods manufactured in whole or in part of gold, silver or other precious metals or alloys and the stamp, brand or mark does not indicate the actual fineness of quality of the metals or alloys;

(e) Any adulterated or misbranded food or goods for human consumption or any adulterated or misbranded drug in violation of relevant laws and regulations;⁶

5.6. De Minimis Importation. Importation of goods for which no duty or tax is collected. Goods with FOB or FCA value of ten thousand pesos (P10,000.00)⁷ or below are considered importations of negligible amount and entitled to immediate release.

5.7. Provisional Goods Declaration. Provisional goods declaration may be allowed in order to facilitate trade and to prevent goods from being declared abandoned. The Bureau shall assign a specific code to identify that the goods declaration is provisional in nature upon lodgement. Goods declaration shall be considered full and complete insofar as supporting documents and information are concerned if the declarant does not indicate the provisional nature of such lodgement.⁸

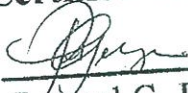
5.4.1. Lodgement of provisional goods declaration may be allowed in the following circumstances:

- i. When no regulatory permit, clearance or license has been presented at the time of lodgement, provided that the Importer has filed his application for such permit, clearance or license, prior to the departure of the goods from the country of origin or the arrival of the goods into the Philippines, depending on the policy of the concerned regulatory agency;
- ii. Any other situation where the declarant lacks certain information or document to make a complete goods declaration provided it is not due to the declarant's negligence or fault.

5.4.2. Lodgement of provisional goods declaration may be allowed provided the following documents are presented:

- i. Proforma invoice;
- ii. Duly endorsed BL or AWB, or in the absence thereof, a written order by the carrier or agent of the vessel or aircraft;

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⁶ cf CMTA, Title I, Chapter 3, Section 118.

⁷ cf CMTA, Title IV, Chapter 3, Section 423.

⁸ cf. CMTA, Title IV, Chapter 1, Section 403; cf RKC, General Annex, Chapter 3(a) "Goods declaration format and contents", Section 3.13.

- iii. Advanced copies of Certificate of Origin, if applicable; and
- iv. Duly notarized undertaking by the declarant that the other supporting documents required shall be submitted within forty-five (45) calendar days from lodgement of provisional goods declaration. The 45-day period may be extended for another 45 days for valid reasons upon approval of the written request by the Collector of Customs, provided that the said request for extension is made prior to the lapse of the original 45-day period.

The original grounds for filing a provisional goods declaration should be the same reasons for the extension of the period to submit the required document. Further, the request for extension of period to submit the required documents shall be under pain of falsification for untruthful narration of facts.


5.4.3. Effects of provisional goods declaration.

- i. If the Collector of Customs accepts a provisional goods declaration, the duty and tax treatment of the goods shall not be different from that of goods with complete declaration;⁹
- ii. Tentative assessment of duties, taxes and other charges on goods covered by a provisional goods declaration shall be completed upon final readjustment and submission by the declarant of the additional information or documentation required to complete the goods declaration within forty-five (45) calendar days from the lodgement of the provisional goods declaration, subject to extension period of another forty-five (45) days for valid reasons;¹⁰

5.4.4. The conditional release of goods under provisional goods declaration shall be governed by the following rules:

- a. In case of regulated shipments, the conditional release of goods shall not be permitted unless the regulatory agency concerned allows¹¹ such release subject to the following conditions:
 - i. Goods shall be delivered to the Importer's premises for storage and shall not be disposed until the required permit,

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⁹ cf. CMTA, Title IV, Chapter 1, Section 403, 2nd paragraph; cf RKC, General Annex, Chapter 3(b) "The Goods declaration", Section 3.14.

¹⁰ cf. CMTA, Title IV, Chapter 3, Section 426.

¹¹ In cases where regulatory agency through its existing regulations allows the submission of permit, clearance or license after arrival of the goods but prior to release from customs custody, e.g., Bureau of Internal Revenue (BIR) Authority to Release Imported Goods (ATRIG), Bureau of Product Standard (BPS) Import Commodity Clearance (ICC), National Telecommunications Commission (NTC) Clearance, where the regulatory agency allows post arrival issuance of such permit, clearance or license.

clearance or license is issued and submitted to the Bureau within the prescribed period.

ii. A specific and sufficient security¹² shall be required to cover the dutiable value of the goods except in case of highly compliant Importers such as SGL, SGL+ or AEO members where a general security¹³ or an undertaking may be required in lieu of a security.

b. In all other cases, the conditional release of goods provisionally declared shall be subject to the following rules:

A specific and sufficient security¹⁴ shall be required to cover the amount of duties, taxes and other charges that shall be collected when the lacking information or document is not submitted within the prescribed period.

5.4.5. Effects of the non-compliance with the conditions for the release of goods under provisional goods declaration.

a. In case the declarant fails to submit the required permit, clearance or license from the regulatory agency within the prescribed period, the regulated goods shall be subject to seizure, provided due notice is given to the declarant.

b. In case of release under the provisional goods declaration due to the lack of import documents to assess the correct duties, taxes and other charges, any security posted shall be subject to forfeiture for failure of the declarant to submit the required supporting documents or information within the prescribed period; provided that due notice is given to the declarant, and without prejudice to any other legal remedy to recover duties, taxes and other charges that may be due on the importation.

Section 6. Creation One Stop Shop Office per District/Subport for BIMP-EAGA.

6.1. The District/Subport Collector concerned is directed to create a one stop shop office within the respective jurisdiction to expedite the processing and clearance of goods within the P-EAGA ports and subports. A specific reference number shall be used in the goods declaration to indicate that the goods subject thereof were imported or exported under BIMP-EAGA conditions.

6.2. A duly registered importer/exporter under this CAO shall report in

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¹² cf. CMTA, Title XV, Section 1507.

¹³ cf. CMTA, Title XV, Section 1506.

¹⁴ cf. CMTA, Title XV, Section 1507.

advance to the concerned district/subports' One Stop Shop any intention to pass, load or unload, or use another ports aside from the BIMP-EAGA concerned district/subports.

Section 7. Cross-Border Transport of Local and Foreign Currencies. A person may import or export, or bring with him into or take out of the country local currency with an amount not exceeding Php50,000.00 without prior authorization from Bangko Sentral ng Pilipinas (BSP). Amounts in excess of said threshold shall require prior written authorization from BSP.

With regard to the cross-border transfer of foreign currency, there is no restriction or limit on the amount of foreign currency that a person may bring in or take out of the Philippines. Cross-border transport of foreign currency-denominated bearer monetary instruments in excess of US\$10,000.000 or its equivalent in other foreign currency must be declared in writing using the Bureau of Customs' prescribed Foreign Currency and other FX-denominated Bearer Monetary Instruments Declaration Form.

Section 8. Reporting and Monitoring System. The District Collector shall submit a quarterly report to the Commissioner of Customs through the Assessment Operations Coordinating Group (AOCG) on the volume and duties and taxes collected on shipment processed under this Order.


The AOCG may submit a consolidated quarterly report of shipments processed under the BIMP-EAGA to MinDA, copy furnished the Department of Trade and Industry (DTI) and Philippine Statistics Authority (PSA).

Section 9. ICT Support. The Management Information Systems and Technology Group (MISTG) of the Bureau must provide the necessary IT infrastructure to all trade ports in the P-EAGA, including access of the District or Sub port Collector to the CPRS to expedite the registration of Exporters under this Order.

Section 10. Periodic Review. Unless otherwise provided, this CMO shall be reviewed every three (3) years upon consultation with the Department of Trade and Industry, MinDA and other stakeholders.

Section 11. Effectivity. This CMO shall take effect on July 15, 2019.

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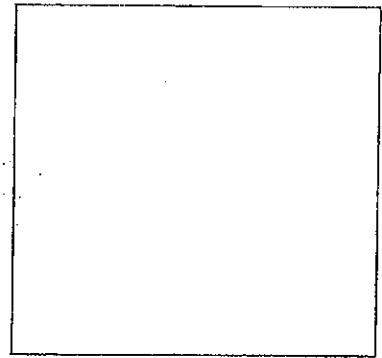

REY LEONARDO B. GUERRERO
Commissioner, BOC



BOC-05-00975



Republic of the Philippines
 Department of Finance
BUREAU OF CUSTOMS
 1099 Manila



Date: _____

APPLICATION FOR REGISTRATION

1. Applicant Name: _____ TIN No.: _____

Date of Birth: _____ Place of Birth: _____

Sex: _____ Civil Status: _____ Age: _____ Nickname: _____

2. Residence Address:

Contact No.: _____

3. Office Business Address:

Fax No.: _____ Email Address: _____

Contact Person: _____ Tel No.: _____

Business Name (if any): _____

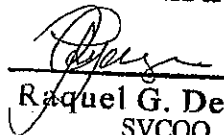
4. Financial Status as of: _____ Net Worth Php _____

Total Resources Php _____

5. Do you have any pending?

(a) Criminal case? () YES () NO (b) Administrative case? () YES () NO

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If "YES", state details of the offense

6. Have you ever been convicted of any crime or violation of law or regulation by any court or tribunal? () YES () NO
If "YES", state details of the offense/ violation, name and branch of the court/ Tribunal, Date of promulgation of decisions, etc. _____

7. Have you ever been barred from transacting customs business and/or entering the Customs premises or zones? () YES () NO. If "YES", give details.

If the barring order was not perpetual, has the order been already lifted () YES () NO. If "YES", give details of the order and date of lifting.

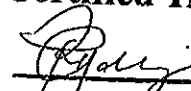
8. Have you retired, forced to resign or dropped from employment in the public or Private sector? () YES () NO. If "YES", state the circumstances/details.

9. Are you related by consanguinity or affinity to any present official or employee of Bureau of Customs? () YES () NO.
If "YES", state their name(s), degree of relationship, and present position and assignment.

Character Reference: (Not related to you by consanguinity or affinity)

Name	Degree	Residence/ Address	Tel No.

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REPUBLIC OF THE PHILIPPINES)

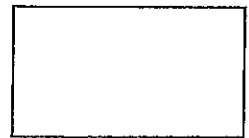
_____) S.S

SWORN UNDERTAKING

I hereby certify under oath that all the above information are true and correct; all documents submitted in support of its application are true copies of the original, subject to verification; any misrepresentation and/or manifestation of fraud in this application shall be a ground for disapproval of my application, and blacklisting of our firm and the undersigned as the applicant.

As specified in Section 2.2 of CMO No. 4-2014, I hereby undertake to (a) to receive notice by e-mail; (b) to strictly abide with existing rules and regulations on the Statement of Full Description of Imported Articles covered by entry declarations; (c) to notify the BOC-AMO of any changes in the information contained in the application for accreditation; and (d) to obtain knowledge of the contents of a declaration, and to attest to the veracity thereof.

I fully understand that failure to comply with the undertaking will result in the cancellation and revocation of the accreditation as customs broker, without prejudice to the imposition of any other criminal sanction for violation of the Tariff and Customs Code of the Philippines, and other customs laws and regulations.



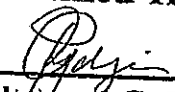
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Date Accomplished

Name and Signature of Applicant

SPECIMEN SIGNATURE:

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SUBSCRIBED AND SWORN to before me this _____ day of _____

In Manila, Philippines, affiant exhibiting to me his/her _____

Issued at _____ on _____

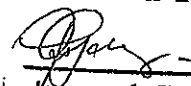
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