

**[ CUSTOMS MEMORANDUM ORDER NO. 01-2018,  
January 16, 2018 ]**

**LIMITING THE NUMBER OF AUTHORIZED  
REPRESENTATIVE/PROCESSOR OF CUSTOMS BROKER  
TRANSACTIONING WITH THE BUREAU OF CUSTOMS**

*Adopted: 04 January 2018  
Date Filed: 16 January 2018*

**I. OBJECTIVE**

To safeguard the interest of the government and to ensure the accountability of customs brokers by limiting the number of their authorized representatives/processors transacting with the Bureau of Customs.

**II. SCOPE**

This Order shall cover all Customs Brokers transacting with the Bureau of Customs.

**III. AMENDMENT**

This Order hereby amends paragraph no. 7, C. II. d. of Customs Memorandum Order No. 11-2014 dated May 22, 2014 titled Revised Guidelines for Registration of Importers and Customs Brokers with the Bureau of Customs (BOC) Pursuant to Department Order No. 33-2014, to read as follows:

"d. Submit the list with personal details, photos and specimen signature of three (3) authorized representatives/processors assigned in each Port who shall be the only persons authorized to transact with the Bureau of Customs, in behalf of the Customs Broker. Additional customs representatives/processors may be allowed if the volume of transactions of the Customs broker so warrants. A letter request relative thereto attaching the supplemental list with personal details, photos and specimen signature must be submitted to the AMO for approval of the Commissioner."

**IV. REPEALING CLAUSE**

Any order, rule or regulation contrary or inconsistent with this order or any of its provision are hereby repealed or amended accordingly.

**V. EFFECTIVITY**

This Order shall take effect fifteen (15) days after publication in the Official