



REPUBLIC OF THE PHILIPPINES  
Department of Finance  
**BUREAU OF CUSTOMS**  
Manila 1099

**Management Information System and Technology Group**

August 3, 2012

**Memorandum**

**To :** The District Collectors, All Ports  
Bankers Association of the Philippines (BAP)  
BOC Authorized Agent Banks (AABs)  
All Concerned

**Subject :** Contingency Procedures for Unconfirmed Entry Payments  
Assessed on or before August 2, 2012.

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In connection with the implementation of the e2m Import and Assessment System (IAS), this is to inform all concerned that due to a technical problem in the e2m system, the following contingency procedures shall be followed for the processing of entries with payments of duties and taxes and other fees that cannot be transmitted to BOC through PASS5.

1. The banks shall email the details of the settlement of duties and taxes of a particular entry to the attached e-mail addresses. The following information should be available:
  - a. IED/IEIRD number
  - b. AAB Ref Code
  - c. Importer TIN
  - d. Broker TIN
  - e. Shipment Value
  - f. Port of Entry Code
  - g. Final Duty Amount
  - h. Final Tax Amount
  - i. Final IPF Amount
  - j. Amount Collected
  - k. Date and time the payment was received/processed at the Bank.
  - l. Attached Pass5 screen shot
2. These e-mailed information shall be forwarded to the District Collector for the continued processing of the entry.
3. The District Collector shall authorize the manual release of the entries as per CMO 10-2005 on manual releasing of import cargo.

For immediate implementation.

  
**MA. CARIDAD P. MANARANG**  
Deputy Commissioner

cc: Commissioner Rozzano Rufino B. Biazon  
Deputy Commissioner, AOCG  
MISTG Site Managers  
Unisys Philippines  
Bulletin Boards, All Ports

**Attachment :**  
**Email Addresses**

**Re: Contingency Procedures for Unconfirmed Entry Payments Assessed on or before August 2, 2012.**

PORT	E-MAIL ADDRESS
P02AH	<a href="mailto:nomie.gonzales@customs.gov.ph">nomie.gonzales@customs.gov.ph</a> or <a href="mailto:nomie_vg@yahoo.com">nomie_vg@yahoo.com</a> and <a href="mailto:basilisa.absalon@customs.gov.ph">basilisa.absalon@customs.gov.ph</a>
P02B, P04, P04A, P04B, P05	<a href="mailto:basilisa.absalon@customs.gov.ph">basilisa.absalon@customs.gov.ph</a>
P03, P16, P16A	<a href="mailto:gil.manlapazjr@customs.gov.ph">gil.manlapazjr@customs.gov.ph</a> and <a href="mailto:basilisa.absalon@customs.gov.ph">basilisa.absalon@customs.gov.ph</a>
P01, P01A, P01B, P01C, P06, P07, P07B, P08	<a href="mailto:philar.lorenzana@customs.gov.ph">philar.lorenzana@customs.gov.ph</a> and <a href="mailto:basilisa.absalon@customs.gov.ph">basilisa.absalon@customs.gov.ph</a>
P09, P10, P10A, P10B, P10C, P11, P12, P12A, P13, P14, P15	<a href="mailto:joseph.pasaba@customs.gov.ph">joseph.pasaba@customs.gov.ph</a> and <a href="mailto:basilisa.absalon@customs.gov.ph">basilisa.absalon@customs.gov.ph</a>