

[BOC MEMORANDUM ORDER NO. 34-98, August 04, 1998]

**JOINT DOF-DBM-COA CIRCULAR NO. 1-98 DATED JUNE 1, 1998
IMPLEMENTING SECTION 21 OF REPUBLIC ACT NO. 8479**

1.0 Objectives

1.1 To define the procedures to be observed in accounting for and utilization of all Reimbursement Certificates (RC) issued by the Department of Energy and applied for payment of customs duties by Caltex (Philippines), Petron Corporation and the Pilipinas Shell Petroleum Corporation pursuant to the above-captioned Joint Circular No. 1-98.

1.2 To install adequate internal control to safeguard the revenue collection of the Bureau.

2.0 General Provisions

2.1 Reimbursement Certificate (RC) and RC Debit Memo (RCDM)

2.1.1 The Collector of Customs is hereby authorized to accept RCDM in payment of customs duties after ensuring that the RCDM amount is not more than 10% of duties payable.

2.1.2 Each Reimbursement Certificate shall be utilized only in one collecting agency. Once an RC is applied initially at the Bureau of Customs, the succeeding RCDM for BOC payment shall be derived therefrom until the RC is completely used.

2.1.3 Payment shall not exceed 10% of the customs duty per shipment/import entry.

2.1.4 Payment by the oil company through Reimbursement Certificates/RCDM shall be treated by the Bureau as constructive cash collection of customs duty, hence shall be credited as actual collection of the Bureau.

2.1.5 Payment by RCDM shall be treated in the same manner as Tax Credit Debit Memos (TCDM). Customs Cashiers shall utilize a separate BOC Form 38-A booklet for DOE issued RCDM.

2.1.6 The Collector of Customs shall prepare a monthly report of RCDM received as payment and submit the same to the Director, Collection Service for confirmation of the amount utilized, and the Chief, Accounting Division for accounting purposes in line with Section 6 of JC