[BOC CUSTOMS MEMORANDUM ORDER NO. 20-97, July 21, 1997]

GUIDELINES IN THE IMPLEMENTATION OF COMPUTERIZED PROCESSING OF WAREHOUSING ENTRIES

1.0

Objectives

1.1   To automate processing of warehousing entries using ACOS.

1.2   To facilitate the Customs clearance of legitimate imported goods destined to Customs Bonded Warehouses (CBWs) with the use of the Selectivity System.

2.0

Scope

2.1   This order shall be applicable to all ports with an ACOS system already operational but shall be initially implemented at POM and subsequently rolled-out to other Customs ports.

2.2   This memorandum order covers all containerized and non-containerized regular warehousing shipments.

3.0

General Provisions

2.1   Warehousing entries will now be subjected to the Selectivity system patterned after the existing Formal Consumption Entry.

2.2   For entries described in this memorandum order, the Model of Declaration to be used is "77" and the Customs procedure shall be "7100".

2.3   Payment for IPF shall be done using a deposit that will be provided and set-up by the warehouse operators. In the meantime that this warehouse IPF deposit has not been set-up, payment of IPF for warehousing entries shall be done at the Entry Encoding Center. BOC Collection division shall provide for personnel and equipment for the above-mentioned purpose.

4.0

Operational Provisions

Operational provisions for warehousing entry processing shall generally follow existing procedures for formal entry as described in CMO 18-97 A to D and CMO 32-96. Details of the procedure are as follow (Please refer to "Annex A" for the graphical presentation of the general procedure):

4.1 Entry Encoding Center (EEC)

4.1.1 Receives and stamps "Warehousing" to distinguish it from the regular consumption entry.

4.1.2 Encodes required data in the ACOS System.

4.1.3 Advises the Broker/Representative on the results of ACOS computation of duties and taxes after conducting a "Check".

4.1.3.1 If the Broker/Importer representative disagrees with the ACOS computation and there is a need for WAD staff to resolve the problem, the EEC encoder shall use the appropriate code for the entry to be assigned to Yellow lane.

4.1.4 The EEC encoder shall call the Assessment Module which in turn will trigger Selectivity and then prints two copies of the Assessment Notice (AN). Once the entry has been assessed in the computer or the Broker/Importer representative express agreement on the encoded data, the declaration entry shall now be official and binding on the Importer.

4.1.5 Stamps "Green Lane" or "Selected" on entries based on what was determined by the system.

4.1.6 Collection Division (CD) staff collects and the encodes the Import processing Fee (IPF) into the AMPP system.

4.1.7 EEC gives a copy of the AN and the blue copy of the IEIRD to the Broker/Importer representative.

4.1.8 Sends all other copies to Entry Processing Unit (EPU) for the next process.

4.2 Entry Processing Unit (EPU) of WAD

4.2.1 Checks documents

4.2.2 Checks authenticity of CRF

4.2.3 Writes-off manifest

4.2.4 Segregates the different copies and based on the Selectivity color, sends the working copy and other pertinent documents to Bonds Division (green lane entries) and to Warehouse Assessment Division (selected entries).

4.3 Warehouse Assessment Division (WAD)