LIMIT OF DOMESTIC MONEY ORDER ISSUANCE

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This refers to Circular No. 95-38 dated 01 September 1995, limiting the issuance of money orders up to P50,000.00 in a day to one remitter payable to one payee.

The above circular was amended pursuant to PhilPost Administrative Order No. 00-02 dated 11 April 2000, specifically Chapter II, Article II, Section 1 - to read as follows: “Postmaster/MO teller may sell money order regardless of amount to one party payable to one payee in a day.”

However, when money orders amounting to P500, 001. 00 and above shall be issued to one remitter payable to one payee, the following procedures shall be observed:

1. Issuing postmaster shall require the sender to fill out the attached Customer Information Sheet (CIS) to be supported by at least two (2) valid identification (ID) cards, likewise, paying postmaster shall require the same to the payee.

2. Issuing/paying postmasters shall submit the Covered Transaction Report (CTR) to the Executive Director, Anti-Money Laundering Council (AMLC), Room 507, EDPC Building, Bangko Sentral ng Pilipinas, Manila, copy furnish the Money Order Service, Manila, within 5 days from date of issue/payment of money orders, in compliance with the Anti-Money Laundering (AML) Act of 2001 - R.A. 9194. The format of the report is shown below:

Covered Transaction Report
Date: _____
Name of Post Office: _____

Date of Transaction

Name and Address of the Remitter

Name and Address of the Payee

Serial Number of Money Orders

Total Amount

Certified Correct:

_____
(Signature over printed name of Postmaster)

All Regional Directors, Operations Directors, Postal District Managers, Postmasters and postal

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officials/employees are enjoined to ensure that this memorandum circular is properly disseminated and complied with by all concerned.

Adopted: 27 Jan. 2009

(SGD.) HECTOR R.R. VILLANUEVA
Postmaster General & CEO

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