INTERIM-PROCEDURE FOR THE PROCESSING OF THE STOCK REPORT INVOLVING IMPORTED COMPONENTS ONLY

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In line with the new policy of the Bureau of Customs (BOC) wherein imported components are no longer being issued a certificate of payment (CP) but instead an official receipt for the tax payment, all concerned are hereby enjoined to follow the procedures laid out hereunder for the meantime that the affected IT facilities are undergoing enhancements.

The existing procedures on stock and sales reporting shall remain in force except for the following:

1. In the BOC CP encoding facility, the BOC official receipt number shall be encoded in lieu of the BOC CP number (if not available) in the CP field in the manner shown hereunder:

R123456789 – the letter “R” shall be affixed to the BOC OR number to distinguish it from a BOC CP number.

2. Once the components are built into a whole unit, its corresponding certificate of payment as CBU issued by the BOC shall be encoded using the “editor” utility to modify the OR number that was previously encoded in the BOC CP field. The “editor” utility, shall only be installed where the original BOC CP is officially transmitted.

3. While the “editor” utility is not yet available, the BOC-CP issued for the rebuilt unit out of the components that were previously encoded in the MAIDRS using the BOC-OR shall be uploaded to the MAIDRS database through the RSU system. The Office, where the original BOC-CP is officially transmitted by the BOC, shall initiate the RSU.

4. The RSU shall contain among others the following:

- Component’s serial numbers; and

- BOC OR

5. Printing of the unitized certificate of stock reported (CSR) through the special reporting facility shall remain at the concerned regional office.

For strict compliance.

Adopted: 30 Oct. 2007

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Assistant Secretary

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