TRANSFER OF THE ISSUANCE OF IMPORT COMMODITY CLEARANCE (ICC) FROM THE BUREAU OF PRODUCT STANDARDS TO THE DTI-NATIONAL CAPITAL REGION

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Whereas, under Department Administrative Order (DAO) No. 5, series of 2008, the application, processing and issuance of Import Commodity Clearance are filed and approved by the Bureau of Product Standards or the DTI Regional/Provincial Offices;

Whereas, the DTI Regional/Provincial Offices, except the DTI National Capital Region are presently performing this function;

Whereas, it is the policy of the Department to devolve all frontline powers and responsibilities in the issuance of permits, licenses and clearances to the DTI Regional/Provincial Offices;

Therefore, the DTI-National Capital Region (DTI-NCR) and the Bureau of Product Standards (BPS), jointly issue this implementing Memorandum Circular.

1. Transfer of issuance of Import Commodity Clearance from BPS to DTI-NCR.

Effective 15 July 2009, the issuance of Import Commodity Clearance (ICC) is transferred from the Bureau of Product Standards to the DTI National Capital Region. The guidelines concerning the issuance of ICC are prescribed under DAO 5, Series of 2008 and its implementing rules and regulations.

2. DTI-NCR Contact Information

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3. Status of pending Conditional Releases and ICC

The Bureau of Product Standards shall complete the processing of all Conditional Releases issued before 15 July 2009 to include product sampling, submission of samples to accredited laboratories, evaluation of tests results and issue recommendation for the issuance of an import Commodity Clearance to the DTI-NCR.

The BPS shall stop issuance of Conditional Release and Import Commodity Clearances effective 15 July 2009.

All unissued ICC but with complete documentation shall be endorsed to the DTI-NCR for issuance of the appropriate ICC and stickers.

4. ICC Sticker

The National Printing Office (NPO) shall sign a Memorandum of Agreement regarding the procurement and supply of ICC stickers in accordance with the markings prescribed by DAO No. 5, series of 2008 and its implementing Rules and Regulations. During the transition the current printing and issuance of ICC stickers shall continue.

5. Transfer of Records and Personnel

BPS shall transfer the records, accountable forms, budget and other printed materials pertaining to ICC applications and clearances, as well as the detail or transfer of BPS personnel to DTI-NCR.

During the transition and for as long as needed, Ms. Carmencita B. Magno, the Officer-in-Charge of the Standards Conformity Division will be the BPS point person to work closely with her DTI-NCR counterpart, Provincial Director Ernani M. Dionisio of Area 4.

6. Reassignment of BPS Personnel

A separate DTI Department Order pertaining to the transfer or detail of BPS Personnel to DTI-NCR will be issued as per civil service rules and regulations.

7. Testing Laboratories

All testing laboratories accredited by the Philippine Accreditation Office and those recognized by the BPS are notified accordingly.

8. Authorized Signatories

The DTI-NCR shall inform the Bureau of Customs of their authorized signatory/ies of Conditional Releases and ICC effective 15 July 2009.

9. Posting of the Memorandum Circular

This Memorandum Circular No. 09-02 will be posted at DTI website (DTI-NCR and BPS) and will be published in a newspaper of general circulation.

Adopted: 6 July 2009

(SGD.) MA. THERESA PELAYO-TY
DTI-NCR

(SGD.) ATTY. VICTORIO MARIO A. DIMAGIBA
Director-in-Charge, BPS

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