



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF CUSTOMS**

03 May 2016

CUSTOMS MEMORANDUM ORDER  
NO. 9-2016

TO : ALL DEPUTY COMMISSIONERS  
ALL DISTRICT COLLECTORS  
ALL OTHERS CONCERNED

SUBJECT : AMENDMENT TO CMO NO. 40-2015

---

In connection with the implementation of CMO No. 40-2015 dated 28 October 2015, on the Transfer of Goods from the Ecozone Logistics Service Enterprise (ELSE) to its Partner Ecozone Locator; the provision under 4.1 is hereby amended as follows:

4.1 Filing and Approval of the GTSB

d. Approval of the GTSB Application by concerned Customs Officials must be based in the following:

Completeness of the Application Form (see Annex A)

Annex A - GTSB Application Form

Procedure for the computation of the GTSB Face Value:

3. Multiply the result of box 2 by 7

All other provisions remained unchanged.

Please confirm the dissemination of this Order within fifteen (15) days from receipt hereof.

For your information and guidance.

ALBERTO D. LINA  
Commissioner



MAY 03 2016

CMO-9-2016

Annex A

To: Head of Customs Office  
PEZA EAD, \_\_\_\_\_ Zone

From: Mr. ELSE Responsible Officer  
ELSE Company

Date: Date of Application for Approval of GTSB

Subject: GTSB Application for the Zone Transfer Document (ZTD)

Sir,

Pursuant to JMO 2-2015 and implemented by CMO \_\_\_\_\_, respectfully submitted is the attached GTSB issued by \_\_\_\_\_, a duly BOC-accredited Surety company in the amount of Php \_\_\_\_\_ computed as indicated below:

**Procedure for the computation of GTSB Face Value:**

Please write in the second column the instructions indicated in adjacent box of the first column:

1. Total FOB value of all transferred goods for the preceding three-month period.	
2. Divide the total of box 1 by 90	
3. Multiply the result of box 2 by 7	
4. Then multiple the result of box 3 by 14% FACE VALUE OF GTSB IS EQUAL TO	PHP _____

Please fill up the following information:

- Address of the Bonding Company: \_\_\_\_\_
- GTSB Bond No.: \_\_\_\_\_
- Port of Entry: \_\_\_\_\_
- Name of ELSE Company: \_\_\_\_\_
- Address of ELSE Company: \_\_\_\_\_
- Name of Principal (ELSE Company): \_\_\_\_\_
- Name of Bond Underwriter: \_\_\_\_\_

Approved By:

\_\_\_\_\_  
Customs Officer (Signature over Printed Name)

**Important Reminders:**

1. This application form is under oath and should be notarized when approved
2. It shall be the responsibility of the BOC Approving Officer to verify that the GTSB is duly issued by the Bonding by telephone or any other means.
3. BOC officer to make sure the GTSB Application Form contains all the important elements of a GTSB
4. A certified true copy of this GTSB application and a copy of the GTSB and OR should be with the BOC for safekeeping.

