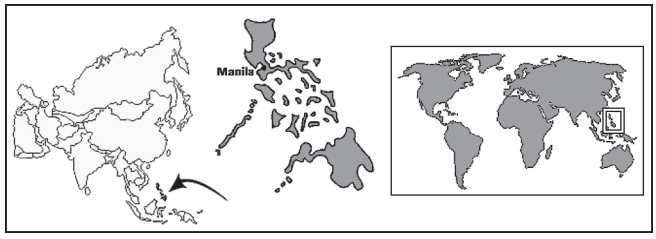
Philippines (PH)

Amounts shown are expressed in Philippine Peso (PHP)



0. General Information

- IATA Area : 3
- Capital : Manila (MNL)
- Local Time : GMT + 8
- Daylight Saving Time : The Philippines does not observe DST.
- ☎ Country Code : + 63
- Local Currency : Philippine Peso (PHP)
- Bank Information : Closed on Saturday and Sunday.
- Public Holidays :

Date
01 Jan 2015
02 Jan 2015
19 Feb 2015
02 Apr 2015
03 Apr 2015
04 Apr 2015
09 Apr 2015
01 May 2015
12 Jun 2015
21 Aug 2015
31 Aug 2015
01 Nov 2015
30 Nov 2015
24 Dec 2015
25 Dec 2015
30 Dec 2015
31 Dec 2015

- **Cargo Claims Information**
  The following Protocols / Conventions have been ratified:
  1. Warsaw Convention (1929)
  2. Hague Protocol (1955)

  For further details, explanation and how to apply these Protocols / Conventions see paragraph 2.1.5. (General Rules) including list of countries.
- **E-freight and e-AWB status of airports**
  For e-freight and e-AWB implementation status of airports please refer to chapter 6.4.
- **Security**
  Secure Freight status: pilot to commence.
  For further details and background on Secure Freight see paragraph 2.11. (General Rules).

1. Airport Information

1.1. Customs Airports
International Airports:

- **Cebu - CEB**
  Lapu Lapu - Mactan-Cebu International Airport
  Tel.: +63 (0)32 340-0228
  +63 (0)32 340-2486
  Fax: +63 (0)32 340-0228
  E-mail: corplan@mactan-cebuairport.com.ph
  Website: www.mactan-cebuairport.com.ph
  Telex: RPVMYYYX
- **Clark Field - CRK**
  Tel.: +63 (0)45 599-2888
  Fax: +63 (0)45 599-2501
  E-mail: publicaffairs@clarkairport.com
  Website: www.clarkairport.com
- **Davao - DVO**
  Tel.: +63 (0)82 234-2915 (Area Manager)
  +63 (0)82 234-0418 (Administration)
  +63 (0)82 234-3615 (Airport Manager)
  Fax: +63 (0)82 235-007
- **General Santos - GES**
- **Laoag - LAO**
- **Manila - MNL**
  Tel.: +63 (0)2 877-1109 (Operator)
  +63 (0)2 832-2938 (General Manager)
  +63 (0)2 832-3035 (Customs)
  Fax: +63 (0)2 833-1180
  +63 (0)2 832-3035 (Customs)
  E-mail: gmo@miaa.gov.ph
  Website: www.miaa.gov.ph
- **Subic Bay - SFS**

Other Customs Airports:

- **Baquio - BAG**
- **Bislig - BPH**
- **Cagayan - CGY**
- **Iligan - IGN**
- **Iloilo - ILO**
- **Legazpi - LGP**
- **Puerto Princesa - PPS**
- **San Fernando - SFE**
- **Surigao - SUG**
- **Tacloban - TAC**
- **Zamboanga - ZAM**

1.2. Airport Facilities
1.2.1. Loading/Unloading equipment
Cagayan
Conveyor, forklift.
Cebu
Conveyor, forklift, lower deck pallet/container loaders.
Clark Field
Conveyor, forklift, lower deck pallet/container loaders, main deck loaders.
Davao
Conveyor, forklift, lower deck pallet/container loaders.
General Santos
Conveyor, forklift, lower deck pallet/container loaders.
Iloilo
Conveyor, forklift.
Laoag
Conveyor, forklift.
Legazpi
Conveyor, forklift.
Manila
Conveyor, forklift, lower deck pallet/container loaders, maindeck loaders, transporter, Johnson bars.
Puerto Princesa
Conveyor, forklift, lower deck pallet/container loaders.
Subic Bay
Conveyor, forklift, lower deck pallet/container loaders, maindeck loaders, transporters.
Tacloban
Conveyor, forklift.
Zamboanga
Conveyor, forklift.
1.2.2. Storage
(Please contact the carrier directly for specific information.)
Goods not cleared upon arrival will be stored in Customs Bonded Warehouse up to 30 days at normal storage charges. Thereafter goods will be declared abandoned and placed at Customs warehouse for abandoned shipments. The carrier's liability over the goods ceases after the goods have been declared abandoned.
Clark Field
Cold storage: Available (56 m² and 1 unit 20 - foot Reefer).
Manila
Cold storage: Available.
Safe for valuables: Available.
Storage for Dangerous Goods: Available.
1.2.3. Clearance
At airport by consignee or his broker.
1.2.4. Customs hours
Monday through Friday 08.00 - 12.00 hrs. and 13.00 - 17.00 hrs.
Clearance outside Customs hours possible for perishables, live animals, urgent and emergency shipments with advance arrangement only. Special release fee shall be assessed for shipments released outside of Customs hours.
See 2.5.10.

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1.2.5. Delivery
Manila
Possible by broker only.
1.2.6. (Re)-Forwarding
Manila
Possible in bond by air to any of the Customs airports in the Philippines. Cargo destined to airports without Customs will be cleared in Manila or nearest Customs airport.

2. Import

2.1. General
2.1.1. Packing
- Hay and straw prohibited.
- Wood Packaging Material
  Philippine Bureau of Plant Industry (BPI), Department of Agriculture implements (since 01 June 2005) the International Standard for Solid Wood Packing (ISPM 15: Guidelines for Regulating Wood Packaging Material Involved in International Trade), which is being implemented to address the global spread of timber pests by regulating the movements of timber packing in international trade.
  Specifically, the Philippines will require that all wood packing and dunnage be either heat treated or fumigated with methyl bromide and marked with an approved international mark certifying treatment.

  The guideline does not cover wood packaging materials made wholly of wood based products such as plywood, particle board or veneer that have been crated using glue, heat and pressure or a combination of these methods. They should be considered sufficiently processed to have eliminated the risk associated with raw wood.

  To obtain specific information about the new regulations, please refer to the document titled "Guidelines for Regulating Wood Packaging Material Involved in International Trade" which may be obtained at Plant Quarantine Service (address below):
  Plant Quarantine Service
  Bureau of Plant Industry
  692 San Andres St., Malate
  1004 Manila
  Tel. 63(2) 525 7909
  525 7857
  521 9221
  521 9135
  Fax. 63(2) 521 7650
  Email: buplant@yahoo.com

2.1.2. Marking
Packages must show AWB number and country of origin.
2.1.4. Language on Documents
English.
2.1.5. Other requirements
- AWB: Airport of destination must be the customs airport nearest to the consignee's domicile.
- In accordance with Customs memorandum order no. 20-91 issued by the Bureau of Customs, no AWB shall be accepted for purposes of filing the import entry if spaces provided for the "Declared Value for Carriage" and/or "Declared Value for Customs" (AWB boxes 16 and 17) do not indicate said values on the appropriate currency. AWBs bearing terms or initials such as "No Value Declared" (NVD) or "No Commercial Value" (NCV) shall not be accepted.
- For shipments covered by Letters of Credit routing information given must be strictly observed.

2.2. Documentary Requirements
2.2.1. Commercial consignments
- 5 Commercial Invoices, containing: number of credit letter, name of the bank, credit amount in USD, date when credit has been opened and date of expiry, CIF (or C & F) and FOB value and the following declaration (signed by hand): "This is to certify that the attached invoice is in all respects correct and true and was made at the place from where the merchandise was exported to the Philippines.
  The invoice contains a true and full statement of the date when, the place where and person from whom the same was purchased, and the actual cost thereof. That no discounts, bounties, or drawbacks are contained in the invoice except such as have been actually stated thereon".
- CIF value over USD 25.00: Additional Certificate of Origin.
- CIF value over USD 300.00: Additional Consular Invoice, containing detailed description of the goods (trade name, quality, grade, numbers and symbols of the articles as used by seller or manufacturer), marks and numbers of packages, port of destination, terms of payment, CIF or C & F and FOB value and the following declaration: "Any misdeclaration, undervaluation or false entries made with the intention to circumvent and/or violate laws and regulations of the Philippine government shall be dealt with in accordance with the penal laws of the Republic of the Philippines, including prohibition from trading with the Philippines" signed by shipper personally.
  The following are the required documents to support Consular Invoices for legalization at the Consulate.
  1. Commercial Invoice in quintuplicate personally signed by seller, manufacturer or exporter and legalised by local Chamber of Commerce.
  2. A true copy of the original AWB showing freight charges, weight and measurement, and marked: "For Consular Purposes only".
  3. Certificate of Origin in quintuplicate.
  4. "Statement on Payment Form" in triplicate supplied by shipper/exporter certifying that payment of the goods will be effected in accordance with the Letter of Credit, and that there is no other source of payment. If no settlement by Letter of Credit, details of the arrangement must be given in the "Statement on Payment Form".
  5. Other certificates and additional supporting documents required for certain shipments e.g. Import Permit for live animals, special certificates for plants.
- Import Licence for all consignments valued over USD 50.00 (CIF), except for: gifts, printed matter and newspapers provided they are not for sale.

2.2.2. Sample consignments
See 2.2.1.
- Samples without commercial value: (incl. medicine samples marked: MEDICINE SAMPLE NOT FOR SALE, and advertising material): free entry.
- Samples with commercial value up to PHP 10.000.00: deposit to 1½ times the amount of duty that is refunded on re-exportation within 6 months.

2.2.3. Gift consignments
See 2.2.1.

Note:
Upon clearance the consignee must present the required Consular or Commercial invoice to Customs, otherwise, he has to post a cash bond totalling to one and a half times the amount of duties/taxes to be levied.
When after 30 days consignee is still unable to present this invoice, the goods will be confiscated.

2.3. Restrictions
2.3.2. Live animals
- Animals must be imported under humane and healthful conditions. Arrangements must be made with the carrier prior to transportation of animals.
- Documents required: Government Health Certificate from country of origin; prior Import Permit from the Bureau of Animal Industry. To expedite clearance, carrier's freight department will notify Quarantine Inspector provided advice has been sent at least 24 hours before arrival.
- For further Information, contact:
  Animal Quarantine Service
  Bureau of Animal Industry
  Visayas Ave., Diliman
  1128 Quezon City, Metro Manila
  Tel. 63(2) 928-2734; 928-2836
  Tel./Fax 63(2) 928-1778

Cats and dogs: Additional statement and proof that animals have been inspected and inoculated against rabies prior to shipment.
Live fish: Prior Import Permit from the Bureau of Fisheries and Aquatic Resources (BFAR). For further information, contact:
Bureau of Fisheries and Aquatic Resources
Arcadia Bldg, 860 Quezon Ave.
1103 Quezon City, Metro Manila
Tel. 63(2) 372-5046; 373-7453
Fax 63(2) 373-7453
Birds and Fowls: Government Health Certificate from country of origin. Import Permit from Philippine Bureau of Animal Industry prior to arrival.
Gamefowls: limited to two(2) hens and two(2) roosters and must be imported for breeding purposes only. Gamefowls importation is subject to Bureau of Animal Industry restrictions.
Animals for breeding: Additional Certificate of Pedigree duly notarised and sealed by competent notary.

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7.3. Import/Transit/Export Regulations

7.3.2. Countries Alphabetically Listed

2.3.3. Plants and plant material

Plant Inspection Certificate issued in country of origin. Import Permit from Philippine Bureau of Plant Industry before arrival.

Prohibited: soils.

For further information, contact:

Plant Quarantine Service
Bureau of Plant Industry
692 San Andres St., Malate
1004 Manila
Tel. 63(2) 525 7909
525 7857
521 9221
521 9135
Fax. 63(2) 521 7650
Email: buplant@yahoo.com

2.3.4. Arms, ammunition and explosives

Permit from Firearms and Explosives Division, Philippine National Police.

For further Information, contact:

Firearms and Explosive Division
Philippine National Police
Camp Crame
1111 Quezon City, Metro-Manila
Tel. 63(2) 721-8552

2.3.6. Human remains

Certificate issued by Philippine Consulate/Embassy. Death Certificate stating cause of death. If not creamated, additional Undertakers Certificate. If death caused by communicable disease, admittance allowed only when the remains is cremated or properly embalmed and enclosed in hermetically sealed coffin.

2.3.15. Other consignments

Specific information can be obtained from the following Philippine Government Agencies:

- Philippine Nuclear Research Institute
  Commonwealth Ave., Diliman
  1128 Quezon City, Metro Manila
  Tel. 63(2) 929-6010 to 19
  Fax 63(2) 920-1646
  Telex. 68804
- Dangerous Drugs Board
  Control Regulation Intelligence Division
  5th Floor, Champ Bldg.
  Bonifacio Drive Port Area
  1018 Manila
  Tel. 63(2) 527-3223
  Tel./Fax. 63(2) 527-3215
  E-mail: danboard@info.com.ph
- Garments and Textile Import Services
  357New Solid Bldg.
  Sen. Gil Puyat Ave.
  1200 Makati City
  Tel. 63(2) 890-4651; 890-4652
  Fax. 63(2) 890-4311
- Endangered Species
  Terrestrial Wildlife
  Protected Areas and Wildlife Bureau
  Department of Environment and Natural Resources
  Ninoy Aquino Parks and Wildlife Nature Center
  Quezon Avenue
  Quezon City, Metro Manila1128
  Tel. 63(2) 924-6031 to 35; 928-2096
  Fax. 63(2) 924-0-0109
  Telex: 752-2000
- Aquatic/Marine Species
  Bureau of Fisheries and Aquatic Resources
  Arcadia Bldg., 860 Quezon Ave.,
  1103 Quezon City, Metro Manila
  Tel. 63(2) 372-5046; 373-7453
  Fax. 63(2) 373-7453

2.4. Prohibitions

Shipper should contact Philippine Consulate/Embassy.

2.5. Charges

Manila

2.5.2. Handling

Fowls, per head, per day	USD	1.00
Cats, per head, per day	USD	1.50
Dogs, per head, per day	USD	2.00
Day-old chicks, 100 heads per box, per box	USD	1.00
Others, per head, per day	USD	2.00

2.5.6. Storage

1. Service Fee

Below 100 kg. (chargeable weight), per kg., per day	0.69
100 kg. and above (chargeable weight), per kg., per day	1.02

2. Basic storage rate

(No Free storage)

Rate per kg., per day	1.76
Minimum charge, per day (except documents and diplomatic)	101.27
Minimum charge for documents and diplomatic	67.50

3. Special Cargo

No Free storage.

Special cargo rate, per kg., per day	3.53
Minimum charge	201.75
Baggage and personal effects, per kg., per day	1.76

The following commodities are categorised under special cargo:

- Baggage and personal effects
- Perishables (needing coolroom facilities)
- Valuable cargo (including firearms)
- Dangerous goods
- Live plants and cut flowers
- Live animals
- Human remains (casket)

2.5.7. Disassembly (Deconsolidation)

Deconsolidation fee is a charge designed to compensate the warehouse operator for the extra effort of physically breaking and individually checking and sorting a consolidation shipment against the consolidation manifest to ensure completeness of the shipment.

Deconsolidation fee per HAWB or sub-HAWB	283.50

2.5.10. Others

- Special release (backdoor release) - shipments released from the warehouse outside the normal 08.00 to 17.00 hrs. Customs releasing period during regular working days, and at any time during Saturdays, Sundays and non-working holidays shall be assessed with the following charges (in addition to service fees):

Minimum charge (1 - 60 kg.) per AWB	336.75
Between 61 - 99 kg., per kg.	5.63
Maximum charge (100 kg. and above)/ per AWB	562.50

- Transfer Under Guard (TUG) Fee. These are shipments transferred under guard from one customs bonded warehouse to another customs bonded warehouse.
  TUG fee

Minimum	102.00
Less than 100 kg., per kg.	0.69
100 kg. and above, per kg.	1.02

- Returned shipment fee:
  Shipment already released for Customs examination have to be returned in the warehouse because of the consignee's inability to obtain Customs clearance shall be assessed a returned shipment fee to compensate the warehouse operator for the additional task of rechecking and restoring the shipment.

Rate per kg.	56.27
Minimum per AWB	337.50
Maximum per AWB	562.50

- Additional import charges:

Delivery Authority Re-issuance fee, per AWB reissued USD	3.00
Charge for each telegraphic notice of arrival USD	2.00

3. Transhipment/Transit

3.1. General

3.1.4. Language on documents

English.

3.2. Documentary Requirements

Manila

For transit shipments via MNL to Customs ports within the Philippines.

3.2.5. Other consignments

Ships spares:

- Foreign Vessel Registry
- Certificate of Vessel's Arrival (provided by consignee)

Telecommunication equipment and parts:

- Clearance from National Telecommunication Commission (NTC)

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3.5. Charges
3.5.2. Handling
Manila
For transit shipments via Manila to Customs ports within the Philippines, the following charges shall apply:

- Handling Fee, per kg., for 100 kg. and above ..... USD 0.03
  Minimum charge ..... USD 3.00

Notes
1. LH charges a prepaid handling fee of USD 52.00 for transit shipments to points in the Philippines.
2. QF charges a handling fee of USD 50.00 for transit shipments to points in the Philippines. This charge must be prepaid at the time of AWB completion.
3. AF charges a prepaid handling fee of USD 20.00 for transit shipments to points in the Philippines.

- Carriers Bond 130.00
- Boat note 100.00
- Notification Fee 150.00
- Deconsolidation fee (applicable to consolidated shipments only) per HAWB 283.50
- Transhipment Permit Local (TPL) and documentary stamps 140.00
- Gate pass (for human remains only) 20.00
- Shipment of OFW human remains (Health Quarantine Clearance) 200.00
- Shipment of non-OFW human remains (Health Quarantine Clearance) 500.00

Note:
Transit Processing Fees shall be charged to the consignee at destination (for LH, QF and AF, please see notes above).

4. Export

4.5. Charges
4.5.2. Handling
Dangerous Goods, per AWB, applicable to PR ..... USD 80.00

4.5.4. Documentation
AWB fee, per AWB ..... USD 3.00
Charges Correction Advise (CCA) fee, applicable to PR ..... USD 10.00
Proof of Delivery (POD) fee, applicable to PR ..... USD 5.00
Charges Correction Advise (CCA) fee, applicable to LH ..... USD 75.00
Charges Correction Advise (CCA) fee, applicable to QF ..... USD 25.00

4.5.9. Taxes and duties
Documentary Stamp TAX (TCC), per AWB ..... USD 0.18

4.5.10. Others
Fuel Surcharge (MYC), per kg.
Insurance Surcharge (XDC), per kg.
For specific details and amount, contact the carrier concerned.

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