NDRRMC MEMORANDUM
NUMBER _____ S. 201____

TO: Members, NDRRMC
   Chairperson, RDRRMC X
   Concerned Private Organizations, Non-Government Agencies, and Volunteer Organizations

SUBJECT: Adoption of the ONE STOP SHOP (OSS)

In the wake of Tropical Storm "Ondoy" (Ketsana), Executive Order No. 831 was formulated with the establishment of the ONE STOP SHOP (OSS) to facilitate the receipt of all foreign relief goods and donations which was headed by the Bureau of Customs and composed of the agencies concerned to expedite the documentation and processing donations

Henceforth, the same concept of the OSS is hereby adopted in the aftermath of Tropical Storm "Sendong" (Washi) recovery and rehabilitation.

Cagayan de Oro will be the point of entry and the OSS will be headed by the BOC with the DSWD as the primary consignee. The OSS is constituted by the following authorities:

1. District Collector of Bureau of Customs (lead focal person)
2. Regional Director of Department of Social Welfare and Development
3. Regional Director of Office of Civil Defense
4. Regional Director of Department of Health
5. Regional Director of Department of Education
6. Regional Director of Department of Agriculture (DOQ)

Under the Section 105 of the Tariff and Customs Code, relief donations are exempted from all tariff duties and taxes normally levied to all imported items.

The DFA will be responsible for conveying the humanitarian and relief needs identified by the line agencies of the Philippine Government to the international community. Likewise, the corresponding requests for the issuance of flight clearances shall be done by the same agency

Furthermore, the NDRRMC is the information hub for all transactions between and among donors, consignee, and recipients of foreign and local donations. All communications will be addressed to the Executive Director of the NDRRMC through the Chief of the NDRRM Operations Center.

For your information and compliance.

FOR THE SIGNATURE OF THE SECRETARY

VOLTAIRE T. GAZMIN
Secretary of National Defense and
Chairperson, NDRRMC

Telefax: NDRRMC Opcen (+632) 911-1406; 912-2665; 912-5668; NDRRMC Secretariat (+632) 912-0441; 912-5947;
Office of the Administrator, OCD (+632) 912-2424
Email: dopcen@ndcc.gov.ph Website: www.ndcc.gov.ph