



FIELD REGULATORY OPERATIONS OFFICE INSPECTION AGENDA

A. SIMPLE

Bureau of Customs – For Donation

Certification	Classification ¹	Type of Transaction ²	Processing Time ³	List of Requirements
Inspection Report with recommendation for release (Upon validation/inspection of the products)	Simple	Government-to-Business (G2B)	3 days upon receipt of request for inspection from the consignee	FDA Clearance issued by Centers

Legend:

¹ Classify if Simple, Complex, or Highly Technical Transaction

² Classify if Government-to- Citizens (G2C), Government-to-Business (G2B), and Government-to-Government (G2G)

³ Based on Current Citizen’s Charter Timeline

Bureau of Customs – For Personal Use

Certification	Classification ¹	Type of Transaction ²	Processing Time ³	List of Requirements
E-mail Reply (citing Joint Circular No.1)	Simple	Government-to-Business (G2B)	1 day upon receipt of request from the consignee	E-mail Request request (payment, specific information/ complete details needed, photo of product)

Legend:

¹ Classify if Simple, Complex, or Highly Technical Transaction

² Classify if Government-to- Citizens (G2C), Government-to-Business (G2B), and Government-to-Government (G2G)

³ Based on Current Citizen’s Charter Timeline