



## MEMORANDUM

FOR : **The Directors**  
Biodiversity Management Bureau  
Ecosystems Research and Development Bureau  
Environmental Management Bureau  
Forest Management Bureau  
Land Management Bureau  
Mines and Geosciences Bureau  
Legal Affairs Service

FROM : **The OIC Director**  
Policy and Planning Service

SUBJECT : **REQUEST FOR COMMENTS/INPUTS ON UPDATED PTFC  
ROADMAP MATRIX OF SHORT-TERM ACTIVITIES AND THE  
DRAFT RESOLUTION ON THE CREATION OF THE  
TECHNICAL WORKING GROUP ON NATIONAL TIME  
RELEASE STUDY (TWG-NTRS)**

DATE : **07 FEB 2024**

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This refers to the letter dated 31 January 2024 from the Bureau of International Trade Relations requesting comments on the Updated PTFC Roadmap Matrix of Short-term Activities and the proposed Technical Working Group on National Time Release Study (TWG-NTRS).

### BACKGROUND

The Philippines issued Executive Order (EO) No. 136, s. 2021 in May 2021, which created the Philippine Trade Facilitation Committee or the PTFC. The PTFC will act as the official "*National Trade Facilitation Committee (NTFC)*" of the country and is mandated to provide the mechanism/s to facilitate both domestic coordination and implementation of the provisions of the WTO-TFA. It will also assist in reducing trade transaction costs, and enable micro, small, and medium-sized enterprises (MSMEs) to participate more actively in international trade and broaden their participation in regional and global value chains.

#### **1. Updated PTFC Roadmap Matrix of Short-term Activities**

To implement the mandate of the PTFC, its member-agencies developed this Roadmap covering a six-year period from 2022-2028, based on six (6) identified Key Reform Areas (KRAs). These KRAs inform the PTFC's vision towards achieving an inclusive and sustainable trade facilitation response, while fostering better cross-border trade standards and procedure. These are as follows: Stakeholder

Engagement; Inter-agency Coordination; Technology Infrastructure; Legal and Regulatory Framework; Emergency Response Measures; and Support to MSMEs.

Please be informed that the activities were divided into short-term and medium term to address the difficulty of establishing baselines and targets. Short term activities will cover the priority activities to be executed from 1 to 2 years for which baselines and targets are provided.

## **2. National Time Release Study (TWG-NTRS)**

The Time Release Study measures the actual time required for the release and/or clearance of goods, from the time of arrival until the physical release of cargo, to determine the effectiveness of operational procedures that have been carried out in the standard processing of import and exports. The results of the TRS are also used as baseline for trade facilitation performance measurement. Factors which delay or affect the immediate release of goods can also be identified and addressed accordingly.

In compliance to the provision of the Article 7.6 under the WTO-TFA and Section 2.3 of EO No. 136, the PTFC has committed to conduct a National Time Release Study (NTRS) to measure the clearance and release time of goods. Relatively, through its technical working groups, it has recommended the creation of a new TWG to conduct and supervise the NTRS.

### **ACTION REQUESTED**

In this regard, we would like to request for your comments/ inputs on the 1) Updated Roadmap Matrix (*Annex A*); and 2) Draft TWG-NTRS Resolution (*Annex B*). Please refer to the attached matrix of relevant documents with corresponding action requested or it can be accessed through this link: <https://bit.ly/49puMJP>.

We would appreciate receiving an advance copy of your **comments/inputs** as soon as possible or **before February 9, 2024** through email at [psddivision@gmail.com](mailto:psddivision@gmail.com) and [policy@denr.gov.ph](mailto:policy@denr.gov.ph), to facilitate the consolidation of DENR inputs and subsequent submission to BITR.

For your information and consideration, please.

  
CHERYL LOISE T. LEAL

**RELEVANT DOCUMENTS ON PTFC RELATED MATTERS**

**Memorandum for Bureaus and relevant Office**

| <b>Annex</b> | <b>Title</b>   | <b>Reference/s</b>                     | <b>Action requested</b> |
|--------------|--|--|-------------------------|
| <b>A</b>     | Updated PTFC Roadmap Matrix of Short-term Activities | - PTFC Roadmap 2022-2028               | For comments/ inputs    |
| <b>B</b>     | National Time Release Study (TWG-NTRS)               | - TRS Guide<br>- TRS 2022 Report Final | For comments/ inputs    |

# PHILIPPINE TRADE FACILITATION COMMITTEE

## THE PHILIPPINE TRADE FACILITATION COMMITTEE (PTFC) ROADMAP 2022 – 2028

### SHORT-TERM ACTIVITIES

*Note: To address the difficulty of establishing baselines and targets, activities were divided into short-term and medium term. Short term activities will cover the priority activities to be executed from 1 to 2 years for which baselines and targets are provided.*

### Stakeholder Engagement

| Outcome                | Activities  | Proposed Timelines              | Responsible Agency | Performance Indicator   | TPR-TWG Comments (as of xx February 2024)  |
|------------------------|---|---------------------------------|--------------------|---|--|
| 1. Public Consultation | <ul style="list-style-type: none"> <li>Invitation to stakeholders</li> <li>Prepare guidelines on public consultation</li> </ul>                               | 1 <sup>st</sup> Quarter of 2024 | BOC                | <ul style="list-style-type: none"> <li>PTFC Resolution providing for the creation of a Joint Memorandum Circular general guidelines on the conduct of public consultations, citing the relevant rules of each member agency, if any.</li> </ul> <p><b>NOTE:</b> The PTFC Secretariat requests that the relevant issuance/basis of public consultation per agency be provided in order for its proper citation in the PTFC Resolution.</p> |  |
| 2. Hotline             | <ul style="list-style-type: none"> <li>Draft policy on hotline</li> <li>Inventory of existing hotlines</li> <li>Prepare a directory of all hotline</li> </ul> | 2 <sup>nd</sup> Quarter of 2024 | DTI<br>DOF<br>BOC  | <ul style="list-style-type: none"> <li>PTFC Resolution providing for the creation of a PTFC Website as the single inquiry point for all trade-related concerns.</li> </ul> <p><b>NOTE:</b> Considering that further studies must be made regarding the technicalities of establishing a website, its cost, maintenance, etc., a PTFC Resolution may be issued</p>   | <p><b>DTI-BITR</b></p> <ul style="list-style-type: none"> <li>At the session held on 26 January, the Chair instructed for DOF and BOC IT Teams to figure out how to go about the hotline. Also, it was suggested to utilize the existing websites for this purpose (i.e., TradeNet, PNTR). TC expressed that the TradeNet, as the NSW, should have the full directory. The DOF and BOC should spearhead the activities as</li> </ul> |



## PHILIPPINE TRADE FACILITATION COMMITTEE

| Outcome                                   | Activities   | Proposed Timelines           | Responsible Agency | Performance Indicator  | TPR-TWG Comments (as of xx February 2024)  |
|---|--|------------------------------|--------------------|--|--|
|   |  |                              |                    | consolidating all hotlines of the agencies into one single document.   | the lead of TradeNet and the lead implementing agency of the WTO-TFA, respectively. BITR suggests for DOF and BOC to lead this outcome.  |
| 3. Multi Sectoral Advisory Council (MSAC) | <ul style="list-style-type: none"> <li>• Identification of Members of PTFC-MSAC</li> <li>• Create PTFC MSAC</li> <li>• Conduct of meetings (Online)</li> <li>• Technical assistance on best practice sharing from private sectors</li> </ul> | 2 <sup>nd</sup> Quarter 2024 | DTI<br>DOF         | <ul style="list-style-type: none"> <li>• Confirmation of identified agencies/private sector organizations as part of the MSAC                             <ul style="list-style-type: none"> <li>• Philippine Chamber of Commerce and Industry</li> <li>• Philippine Exporters Confederation Inc.</li> <li>• Export Development Council</li> <li>• Chamber of Customs Brokers Inc.</li> <li>• Federation of Philippine Industries</li> </ul> </li> <li>• PTFC Resolution on the composition, roles and responsibilities of MSAC</li> <li>• Formal launch of the PTFC MSAC</li> </ul> | <p><b>DTI-BITR</b></p> <ul style="list-style-type: none"> <li>• At the meeting, the DOF (Dir. Sheila Castaloni) volunteered to lead this outcome/area. The BITR also noted the BSP's proposal for the DTI to also be included as lead/co-lead, citing that the PCCI has connections to the EDC which is under the DTI.</li> <li>• We further note that the finalized version of the PTFC Roadmap also identified the DOF, BOC and DTI for this outcome/area. DTI could co-lead with the DOF through the DTI-Export Marketing Bureau (DTI-EMB). We also note the DTI-EMB is a member of the CMTWG.</li> </ul> |



## PHILIPPINE TRADE FACILITATION COMMITTEE

### Inter-agency Coordination

| Outcome  | Activities   | Proposed Timelines           | Responsible Agency   | Performance Indicator   | TPR-TWG Comments<br>(as of xx February 2024)  |
|--|--|------------------------------|--|---|---|
| 4. Initiating Exchange and Sharing of Information and Knowledge on joint controls through MOU between concerned agencies | Draft MOU<br><br>Identify the types of information for sharing   | 2 <sup>nd</sup> Quarter 2024 | BOC<br>STMO<br>Other Concerned Border Agencies (Immigration, Quarantine, and DA-regulatory agencies (NMIS, BPI, BFAR, BAI)<br>FDA<br>DTI-BPS | <ul style="list-style-type: none"> <li>Joint Memorandum of Understanding which covers the composition of members, roles, responsibilities, and information to be shared</li> </ul>            | <b>DTI-BITR</b> <ul style="list-style-type: none"> <li>We note that the finalized version of the PTFC Roadmap did not at the time identify the agencies concerned. We defer to the TPR TWG membership, particularly the relevant agencies concerned on this outcome/area (i.e., DA, DTI-BPS, and FDA).</li> </ul> |
| 5. Issuance of JMC to institutionalize PNTR  | Identify agencies<br><br>PTFC to issue directive to conduct an inter-agency meeting and discuss possible mechanisms to strengthen updating and continued operations of the PNTR. | 1 <sup>st</sup> Quarter 2024 | DTI-BIS  | <ul style="list-style-type: none"> <li>Joint Memorandum Circular which requires member-agencies to provide updated contents to be posted on the PNTR and its continued operations.</li> </ul> | <b>DTI-BITR</b> <ul style="list-style-type: none"> <li>We would like to defer to the DTI-BIS on this outcome/area considering its role as PNTR Secretariat.</li> </ul>  |
| 6. PTFC Participation  | Submission of permanent representatives to PTFC TWGs   | 1 <sup>st</sup> Quarter 2024 | PTFC Secretariat   | <ul style="list-style-type: none"> <li>Continuous updating of the PTFC Directory</li> </ul>   |   |



## PHILIPPINE TRADE FACILITATION COMMITTEE

### Technology Infrastructure

| Outcome  | Activities   | Proposed Timelines | Responsible Agency   | Performance Indicator  | TPR-TWG Comments (as of xx February 2024) |
|--|--|--------------------|----------------------|--|---|
| 7. Full operationalization of NSW designed to execute end-to-end processing of import and export transactions from lodgment to clearance | PTFC to issue a directive for the CMTWG to conduct an assessment study on the current situation of the NSW (TRADENET) System to identify bottlenecks and make recommendations to the PTFC Secretariat. | N/A                | PTFC<br>CMTWG<br>DOF | N/A<br><br><b>NOTE:</b> Parked due to budget and third-party service provider constraints. |   |



# PHILIPPINE TRADE FACILITATION COMMITTEE

## Legal and Regulatory Framework

| Outcome  | Activities  | Proposed Timelines           | Responsible Agency   | Performance Indicator   | TPR-TWG Comments (as of xx February 2024)   |
|--|---|------------------------------|--|---|---|
| 8. Streamlined trade procedures and reduced processing time for permit issuance and clearance time, and Harmonized rules and conditions for securing regulatory permits / clearances | <p>PTFC to consolidate all trade procedures and policies.</p> <p>To initiate discussions with TRGAs on the Integrated Risk Management</p> | 4 <sup>th</sup> Quarter 2024 | <p>CM TWG to simplify the procedures</p> <p>TPR TWG for the harmonization and review of procedures</p> | <ul style="list-style-type: none"> <li>PTFC Resolution consolidating the Citizen's Charter of the member agencies.</li> <li>Regulations uploaded in the PNTR</li> <li>PTFC Resolution directing the CMTWG and TPRTWG to harmonize and simplify clearance processes, identify duplicate requirements, and recommend the appropriate issuance to implement the proposed revisions to existing laws.</li> <li>Discussion with ARTA and DICT during TWG meetings</li> </ul> | <p><b>DTI-BITR</b></p> <ul style="list-style-type: none"> <li>At the meeting, the BITR emphasized that the TPR TWG, in line with its Terms of Reference (TOR), only reviews redundancies and gaps concerning the implementation of trade facilitation commitments and recommends to government agencies and committees measures to facilitate trade. In addition, it is not within its mandate to exercise regulatory functions. Suggest for the CMTWG to lead this.</li> <li>We further wish to highlight that the finalized version of the PTFC Roadmap identified the following responsible agencies: BOC, DA, FDA, NTC, OMB.</li> </ul> |
| 9. Institutionalized TRS   | PTFC to issue directive to conduct an interagency meeting between BOC and border agencies and discuss consolidation of TRS                | 1st Quarter of 2024          | BOC  | <ul style="list-style-type: none"> <li>PTFC Resolution adopting the NTRS and the TRS-TWG</li> </ul>   |   |





## PHILIPPINE TRADE FACILITATION COMMITTEE

### Emergency Response Measure

| Outcome  | Activities                                      | Proposed Timelines              | Responsible Agency | Performance Indicators   | TPR-TWG Comments<br>(as of xx February 2024)   |
|--|---|---------------------------------|--------------------|--|--|
| 10. Identification of essential commodities (Database)                         | Creation of a database of essential commodities | 3 <sup>rd</sup> Quarter of 2024 | DA<br>DTI<br>FDA   | <ul style="list-style-type: none"> <li>• Identification of essential commodities/goods based on international standards (WHO and FAO) for expedited clearance</li> <li>• Publication of the list of essential commodities/goods in the PTFC website</li> </ul> | <p><b>DTI-BITR</b></p> <ul style="list-style-type: none"> <li>• At the meeting, the FDA expressed interest in being part of this outcome/area. The DTI was also suggested to be included as responsible agency. We wish to highlight that, during the pandemic, a list of essential goods and the quantity limit per transaction was indeed issued by the DTI as per <u>MC No. 20-07</u> and <u>20-10</u> as part of its COVID-19 issuances. Such issuances are made publicly available in the DTI website. We therefore note that if this outcome/area pertains to identification and publication, this can be easily done and retrieved from the DTI website.</li> <li>• The finalized version of the PTFC Roadmap only identified the DA for this outcome/area. We suggest for the DA and FDA to be the main responsible agencies.</li> </ul> |
| 11. Identification of critical areas for distribution of essential commodities |   |                                 |                    |  |  |
| 12. Streamline the movement of essential goods                                 |   |                                 |                    |  |  |



# PHILIPPINE TRADE FACILITATION COMMITTEE

## Support to MSMEs

| Outcome   | Activities  | Proposed Timelines              | Responsible Agency | Performance Indicators   |   |
|---|---|---------------------------------|--------------------|--|---|
| 13. Capacity building in trade regulations and procedures | <ul style="list-style-type: none"> <li>Coordinate with DTI and other trade promotions agencies to get the directory of MSMEs</li> </ul> | 1st Quarter of 2024             | DTI<br>DA          | <ul style="list-style-type: none"> <li>Identification of capacity-building programs and assistance to MSMEs coordinated with DTI and other concerned agencies</li> </ul> <p><b>NOTE:</b> Member-agencies may provide existing programs catered to MSMEs for evaluation of DTI and/or DA if the same may be incorporated in the program design for MSMEs under the PTFC's activities.</p> | <p><b>DTI-BITR</b></p> <ul style="list-style-type: none"> <li>We would like to highlight that this outcome/area is not covered by the TPR TWG's Terms of Reference (TOR) and should be assigned to the relevant TWG in coordination with DTI and DA. On the part of DTI, this is already being done by the DTI-Export Marketing Bureau (EMB) and DTI-BSMED. Any information from agencies can be shared with the EMB and BSMED to avoid overlaps and ensure synergies. At the same time, the PTFC Members can come up with their own activities.</li> </ul> |
|   | <ul style="list-style-type: none"> <li>Conduct needs assessment survey for capacity building</li> </ul>                                 | 2nd Quarter of 2024             |                    |  |   |
|   | <ul style="list-style-type: none"> <li>Design capacity building activities based on the assessment</li> </ul>                           | 3 <sup>rd</sup> Quarter of 2024 |                    |  |   |



Republic of the Philippines  
**DEPARTMENT OF FINANCE**  
**DEPARTMENT OF TRADE AND INDUSTRY**

**PHILIPPINE TRADE FACILITATION COMMITTEE**  
**Resolution No. \_\_\_\_\_**  
**Series of 2024**

**CREATION OF THE TECHNICAL WORKING GROUP ON NATIONAL TIME  
RELEASE STUDY (TWG-NTRS)**

**WHEREAS**, Executive Order (EO) No. 136, series of 2021, provides for the creation of the Philippine Trade Facilitation Committee (PTFC), which shall streamline and improve customs procedures and facilitate the implementation of rational, efficient, and simple customs rules that will reduce the cost of trade transactions, and enable micro, small, and medium-sized enterprises (MSMEs) to participate more actively in international trade;

**WHEREAS**, under Article 7.6 of the World Trade Organization-Trade Facilitation Agreement (WTO-TFA), "Members are encouraged to measure and publish their average release time of goods periodically and in a consistent manner, using tools such as, inter alia, the Time Release Study of the World Customs Organization (WCO);"

**WHEREAS**, under Section 2.3 of EO No. 136, the PTFC can call on the assistance of and coordinate with relevant government agencies and stakeholders on various trade and trade-related concerns covered by the WTO-TFA and other trade facilitation commitments;

**WHEREAS**, the PTFC, in compliance to the above provision of the WTO-TFA, has committed to conduct a National Time Release Study (NTRS) to measure the clearance and release time of goods;

**WHEREAS**, the PTFC, through a meeting of its technical working groups (TWGs), has recommended the creation of a new TWG to conduct and supervise the NTRS;

**WHEREAS**, the NTRS-TWG shall be composed of permanent members with significant involvement in the clearance and release of imported and exported goods, and ad hoc members who shall be engaged on a per need basis.

**NOW, THEREFORE, BE IT RESOLVED, AS IT IS HEREBY RESOLVED**, to approve the creation of the Technical Working Group on National Time Release Study, composed of the following government agencies and private sectors:

| <b>NTRS-TECHNICAL WORKING GROUP ON NTRS</b> |   |
|---|---|
| <b>Head</b>                                 | <b>Bureau of Customs (BOC-DOF)</b>  |
| <b>Members</b>                              | <b>PERMANENT MEMBERS</b><br><br><b>GOVERNMENT AGENCY</b><br>Bureau of Animal Industry (BAI-DA)<br>Bureau of Fisheries and Aquatic Resources (BFAR-DA)<br>Bureau of Internal Revenue (BIR-DOF)<br>Bureau of Product Standards (BPS-DTI)<br>Bureau of Plant Industry (BPI-DA) |

|             |  |
|-------------|--|
|             | <p>Bureau of Quarantine (BOQ-DOH)<br/> Environmental Management Bureau (EMB-DENR)<br/> Fertilizer and Pesticide Authority (FPA-DA)<br/> Food and Drug Administration (FDA-DOH)<br/> National Meat Inspection Service (NMIS-DA)<br/> National Telecommunications Commission (NTC-DICT)<br/> Philippine Ports Authority (PPA-DOTr)<br/> Sugar Regulatory Agency (SRA-DA)</p> <p><b>PRIVATE SECTOR</b><br/> Association of International Shipping Lines (AISL)<br/> Chamber of Customs Brokers Incorporated (CCBI)<br/> International Container Terminal Services Inc. (ICTSI)<br/> Philippine Chamber of Commerce and Industry (PCCI)<br/> Philippine Exporters Confederation, Inc. (PhilExport)<br/> Confederation of Truckers Association of the Philippines (CTAP)</p> <p><b>AD HOC MEMBERS</b></p> <p><b>GOVERNMENT AGENCY</b><br/> Bangko Sentral ng Pilipinas (BSP)<br/> Civil Aviation Authority of the Philippines (CAAP-DOTr)<br/> Dangerous Drugs Board (DDB-PDEA)<br/> Export Marketing Bureau (EMB-DTI)<br/> Fair Trade Enforcement Bureau (FTEB-DTI)<br/> Bureau of Import Services (BIS-DTI)<br/> Firearms and Explosives Office (FEO-PNP)<br/> Forest Management Bureau (FMB-DENR)<br/> Maritime Industry Authority (MARINA-DOTr)<br/> National Tobacco Administration (NTA-DA)<br/> Optical Media Board (OMB)<br/> Philippine Drug Enforcement Agency (PDEA)<br/> Philippine Economic Zone Authority (PEZA-DTI)<br/> Strategic Trade Management Office (STMO-DTI)</p> <p><b>PRIVATE SECTOR</b><br/> Bankers Association of the Philippines (BAP)</p> |
| Secretariat | BOC TRS-TWG  |

**BE IT RESOLVED, FURTHER,** that the NTRS-TWG shall perform the following functions:

- a. Plan, conduct, and evaluate the result of the NTRS;
- b. Coordinate with the concerned government agencies on the conduct of the NTRS;
- c. Work in close collaboration with the WCO TRS technical staff and accredited TRS experts nominated by the WCO;
- d. Determine and assess the performance of the government agencies concerned based on the TRS of import and export processes;
- e. Establish and recommend a baseline for trade facilitation performance measurement;

- f. Identify the bottlenecks in the supply chain and recommend possible corrective measures to create a conducive environment for seamless flow of goods, and opportunities for trade facilitation enhancements;
- g. Formulate and recommend continuing the TRS Plan, including possible priority processes and goods;
- h. Design and participate in capacity-building activities for the members of the NTRS-TWG, and
- i. Perform such other functions related to the conduct of NTRS as may be assigned.

**BE IT RESOLVED, FINALLY,** that the **NTRS-TWG** be created to conduct a National Time Release Study on the release and clearance of imported and exported goods.

Adopted this \_\_\_ day of \_\_\_\_\_, 2024.

**UNDERSECRETARY ZAMZAMIN AMPATUAN**  
Member, PTFC  
Department of Agriculture

**ASST. SECRETARY GINA A. JAMORALIN**  
Member, PTFC  
Department of Foreign Affairs

**UNDERSECRETARY ROSEMARIE G. EDILLON**  
Member, PTFC  
National Economic and Development Authority

**UNDERSECRETARY JONAS R. LEONES**  
Member, PTFC  
Department of Environment and Natural Resources

**UNDERSECRETARY ELMER FRANCISCO U. SARMIENTO**  
Member, PTFC  
Department of Transportation

**COMMISSIONER MARISSA MARICOSA A. PADERON**  
Member, PTFC  
Tariff Commission

**DIRECTOR MARIA GUIZA B. LIM**  
Member, PTFC  
Bureau of Import Services

**OIC-DIRECTOR MARIE SHERYLYN D. AQUIA**  
Member, PTFC  
Bureau of International Trade Relations

**DIRECTOR GENERAL TERESO O. PANGA**  
Member, PTFC  
Philippine Economic Zone Authority

**DIRECTOR GENERAL SAMUEL ZACATE, MD**  
Member, PTFC  
Food and Drug Administration

**COMMISSIONER BIENVENIDO Y. RUBIO**

Vice Chairperson, PTFC  
Bureau of Customs

~~SECRETARY ALFREDO E. PASCUAL~~  
**UNDERSECRETARY ALLAN**

**B. GEPTY**  
Alternate Representative to the  
Co-Chairperson, PTFC  
Department of Trade and Industry

**UNDERSECRETARY DAKILA ELTEEN**

**M. NPAO**  
Principal Representative of the  
Chairperson, PTFC  
Department of Finance



PSD Document &lt;psddivision@gmail.com&gt;

## Re: [URGENT: For comments - DL by 7 February 2024] PTFC Roadmap Matrix of Short-Term Activities and PTFC Resolution on the TWG-NTRS (IN00317825)

1 message

**Shaira Steffany B. Granada** <ShairaSteffanyGranada@dti.gov.ph>

Wed, Feb 7, 2024 at 7:49 AM

To: "clarence.dizon@customs.gov.ph" <clarence.dizon@customs.gov.ph>, "BOC - Atty. Julito L. Doria" <julito.doria@customs.gov.ph>, "Philippines - Genilyn D. Minardo" <genilyn.minardo@customs.gov.ph>, "mercedita.sombilla@da.gov.ph" <mercedita.sombilla@da.gov.ph>, "DA - Assistant Secretary Noel A. Padre" <noel.padre@da.gov.ph>, "daoasr@gmail.com" <daoasr@gmail.com>, "prs@da.gov.ph" <prs@da.gov.ph>, "director.da.policy@gmail.com" <director.da.policy@gmail.com>, "DENR - Ms. Melinda Capistrano" <melindacapistrano@yahoo.com>, "odpps@yahoo.com" <odpps@yahoo.com>, "mojicallarina@gmail.com" <mojicallarina@gmail.com>, "llarinamojica@gmail.com" <llarinamojica@gmail.com>, "policy@denr.gov.ph" <policy@denr.gov.ph>, "psddivision@gmail.com" <psddivision@gmail.com>, "febtumines@gmail.com" <febtumines@gmail.com>, "carlos.sorreta@dfa.gov.ph" <carlos.sorreta@dfa.gov.ph>, "oumaier@dfa.gov.ph" <oumaier@dfa.gov.ph>, "anthony.aguirre@dfa.gov.ph" <anthony.aguirre@dfa.gov.ph>, "iepn.ouier@dfa.gov.ph" <iepn.ouier@dfa.gov.ph>, "DFA - Atty. Arnel Sanchez" <arnel.sanchez@dfa.gov.ph>, "DOF - Dir. Sheila Castaloni" <scastaloni@dof.gov.ph>, "mampatin@dof.gov.ph" <mampatin@dof.gov.ph>, "mlampatin@gmail.com" <mlampatin@gmail.com>, "DOTr - OIC Dir. Ana Dominique M. Consulta" <Ana.consulta@dotr.gov.ph>, "kadechavez.dotc@gmail.com" <kadechavez.dotc@gmail.com>, JOHN PATRICK DAYAO <jpd.dotc@gmail.com>, "Dir. Neil Catajay" <NeilCatajay@dti.gov.ph>, Bureau of Philippine Standards <BPS@dti.gov.ph>, "Maricel A. Reduca" <MaricelReduca@dti.gov.ph>, "Mario U. Gaudiano" <MarioGaudiano@dti.gov.ph>, BPS Standards Mainstreaming Division <bps.smd@dti.gov.ph>, "lmebalmes@fda.gov.ph" <lmebalmes@fda.gov.ph>, "cmcverga@fda.gov.ph" <cmcverga@fda.gov.ph>, "gsgabriel@fda.gov.ph" <gsgabriel@fda.gov.ph>, "baganapin@neda.gov.ph" <baganapin@neda.gov.ph>, "NEDA - Ms. Cecille Labadan" <mdlabadan@neda.gov.ph>, "Ms. Vivian Santos" <vivian.santos@peza.gov.ph>, Office of the Deputy Director General for Operations <oddgo@peza.gov.ph>, "Ms. Anidelle Joy Alguso" <joy.alguso@peza.gov.ph>, "cpd@peza.gov.ph" <cpd@peza.gov.ph>, "Cristeta V. Cañete" <crisya.canete@peza.gov.ph>, "eag@peza.gov.ph" <eag@peza.gov.ph>, "TC - Commissioner Marissa Maricosa A. Paderon" <mapaderon@mail.tariffcommission.gov.ph>, Tariff Commission <TC.Assist@mail.tariffcommission.gov.ph>, "Records@tariffcommission.gov.ph" <Records@tariffcommission.gov.ph>, "Irma L. Olavario" <ilolavario@mail.tariffcommission.gov.ph>, "njmiralles@mail.tariffcommission.gov.ph" <njmiralles@mail.tariffcommission.gov.ph>, Office of the General Manager <ogm@ppa.com.ph>, "fomancile@ppa.com.ph" <fomancile@ppa.com.ph>

Cc: Norma Serra Arpafo <NormaArpafo@dti.gov.ph>, "Marietta B. Trimpe" <MariettaTrimpe@dti.gov.ph>, Min Soo Kim <MinSooKim@dti.gov.ph>, BITR WTO Desk <bitrwtodesk@dti.gov.ph>, "tprtwg@gmail.com" <tprtwg@gmail.com>, "tprtwgsecretariat@gmail.com" <tprtwgsecretariat@gmail.com>

Sent on behalf of the TPR-TWG Secretariat

Dear Sir/Madame:

This is a gentle reminder on our request for comments and inputs on the updated PTFC Roadmap Matrix of Short-term Activities (Annex A) and the draft PTFC Resolution on the Creation of the TWG-NTRS (Annex B). We hope to receive your feedback **by COB today, 7 February 2024** via email at MariettaTrimpe@dti.gov.ph, ShairaSteffanyGranada@dti.gov.ph, copy (NormaArpafo@dti.gov.ph).

Thank you very much.

Best regards,  
TPR-TWG Secretariat

**Shaira Steffany B. GRANADA (Ms)**

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**From:** Shaira Steffany B. Granada

**Sent:** Thursday, February 1, 2024 7:13 AM

**To:** clarence.dizon@customs.gov.ph <clarence.dizon@customs.gov.ph>; BOC - Atty. Julito L. Doria <julito.doria@customs.gov.ph>; Philippines - Genilyn D. Minardo <genilyn.minardo@customs.gov.ph>; Jodeth Nina R. Yeung <YeungJR@bsp.gov.ph>; BSP - Deputy Director Sittie Butocan <sbutocan@bsp.gov.ph>; wsamaniego@bsp.gov.ph <wsamaniego@bsp.gov.ph>; mercedita.sombilla@da.gov.ph <mercedita.sombilla@da.gov.ph>; DA - Assistant Secretary Noel A. Padre <noel.padre@da.gov.ph>; daoasr@gmail.com <daoasr@gmail.com>; prs@da.gov.ph <prs@da.gov.ph>; director.da.policy@gmail.com <director.da.policy@gmail.com>; DENR - Ms. Melinda Capistrano <melindacapistrano@yahoo.com>; odpps@yahoo.com <odpps@yahoo.com>; mojicallarina@gmail.com <mojicallarina@gmail.com>; llarinamojica@gmail.com <llarinamojica@gmail.com>; policy@denr.gov.ph <policy@denr.gov.ph>; psddivision@gmail.com <psddivision@gmail.com>; febtumines@gmail.com <febtumines@gmail.com>; policy@denr.gov.ph <policy@denr.gov.ph>; carlos.sorreta@dfa.gov.ph <carlos.sorreta@dfa.gov.ph>; oumaier@dfa.gov.ph <oumaier@dfa.gov.ph>; DFA - Assistant Secretary Paul Vincent L. Uy <paulvincent.uy@dfa.gov.ph>; anthony.aguirre@dfa.gov.ph <anthony.aguirre@dfa.gov.ph>; iepn.ouier@dfa.gov.ph <iepn.ouier@dfa.gov.ph>; DFA - Atty. Arnel Sanchez <arnel.sanchez@dfa.gov.ph>; DOF - Dir. Sheila Castaloni <scastaloni@dof.gov.ph>; mampatin@dof.gov.ph <mampatin@dof.gov.ph>; mlampatin@gmail.com <mlampatin@gmail.com>; DOTr - OIC Dir. Ana Dominique M. Consulta <Ana.consulta@dotr.gov.ph>; kadechavez.dotc@gmail.com <kadechavez.dotc@gmail.com>; JOHN PATRICK DAYAO <jpd.dotc@gmail.com>; Armando Q. Mercado, Jr. <ArmandoMercado@dti.gov.ph>; Lenor M. Borromeo <LenorBorromeo@dti.gov.ph>; Edna T. Adlawan <EdnaAdlawan@dti.gov.ph>; Dir. Neil Catajay <NeilCatajay@dti.gov.ph>; Bureau of Philippine Standards <BPS@dti.gov.ph>; Maricel A. Reduca <MaricelReduca@dti.gov.ph>; Mario U. Gaudiano <MarioGaudiano@dti.gov.ph>; BPS Standards Mainstreaming Division <bps.smd@dti.gov.ph>; lmebalmes@fda.gov.ph <lmebalmes@fda.gov.ph>; cmcverga@fda.gov.ph <cmcverga@fda.gov.ph>; gsgabriel@fda.gov.ph <gsgabriel@fda.gov.ph>; baganapin@neda.gov.ph <baganapin@neda.gov.ph>; NEDA - Ms. Cecille Labadan <mdlabadan@neda.gov.ph>; Ms. Vivian Santos <vivian.santos@peza.gov.ph>; Office of the Deputy Director General for Operations <oddgo@peza.gov.ph>; Ms. Anidelle Joy Alguso <joy.alguso@peza.gov.ph>; cpd@peza.gov.ph <cpd@peza.gov.ph>; Cristeta V. Cañete <cristy.canete@peza.gov.ph>; eag@peza.gov.ph <eag@peza.gov.ph>; TC - Commissioner Marissa Maricosa A. Paderon <mapaderon@mail.tariffcommission.gov.ph>; Tariff Commission <TC.Assist@mail.tariffcommission.gov.ph>; Records@tariffcommission.gov.ph <Records@tariffcommission.gov.ph>; Irma L. Olavario <ilolavario@mail.tariffcommission.gov.ph>; njmiralles@mail.tariffcommission.gov.ph <njmiralles@mail.tariffcommission.gov.ph>; Office of the General Manager <ogm@ppa.com.ph>; fomancile@ppa.com.ph <fomancile@ppa.com.ph>

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**Subject:** [URGENT: For comments - DL by 7 February 2024] PTFC Roadmap Matrix of Short-Term Activities and PTFC Resolution on the TWG-NTRS (IN00317825)

*Sent on behalf of BITR OIC-Director and TPR-TWG Chair Marie Sherylyn D. Aquia*

Dear Sir/Madame:

Kindly find attached a communication dated 31 January 2024 regarding the request for comments and inputs on the updated PTFC Roadmap Matrix of Short-term Activities (Annex A) and the draft PTFC Resolution on the Creation of the TWG-NTRS (Annex B).

We would appreciate receiving your valuable feedback on this request on or before **7 February 2024** via email through Ms. Marzzy Trimpe (MariettaTrimpe@dti.gov.ph) and Ms. Shaira Granada



(ShairaSteffanyGranada@dti.gov.ph), with a copy to Ms. Norma Arpafo (NormaArpafo@dti.gov.ph).

Thank you very much.

Best regards,  
TPR-TWG Secretariat

**Shaira Steffany B. GRANADA (Ms)**

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**5 attachments**

-  **IN00317825\_MRD\_Request Comments on PTFC ROADMAP 2022-2028 and PTFC Resolution on TWG-NTRS\_Scanletter\_01312024.pdf**  
614K
-  **Annex A\_PTFC Matrix of Activities\_TPR-TWG Sec\_ao 31 January 2024.docx**  
575K
-  **Annex B\_PTFC Resolution on the NTRS TWG (26Jan2024)\_TPR-TWG Sec.docx**  
46K
-  **Annex C\_PTFC Roadmap 2022-2028.pdf**  
2670K
-  **PTFC TPR-TWG Distribution List (ao 22 Dec 2023).pdf**  
49K

Urgent

31 January 2024

*(Please see Distribution List)*

Dear Colleagues:

At the Special Session on the Review of the Philippine Trade Facilitation Committee (PTFC) Roadmap and the Proposed National Time Release Study (NTRS) Technical Working Group held on 26 January 2024, the PTFC Secretariat circulated the following documents:

- Annex A – Updated PTFC Roadmap Matrix of Short-term Activities;
- Annex B – Draft PTFC Resolution on the Creation of the Technical Working Group (TWG) on NTRS; and
- Annex C – Finalized version of the PTFC Roadmap 2022-2028 for additional reference.

In this regard, may we request for your comments and inputs on Annex A (matrix) and Annex B (resolution). The TPR-TWG Secretariat reviewed and prepared its initial comments based on the previous submissions for consideration.

We would appreciate receiving your valuable feedback on this request on or before **7 February 2024** via email through Ms. Marzzy Trimpe ([MariettaTrimpe@dti.gov.ph](mailto:MariettaTrimpe@dti.gov.ph)) and Ms. Shaira Granada ([ShairaSteffanyGranada@dti.gov.ph](mailto:ShairaSteffanyGranada@dti.gov.ph)), with a copy to Ms. Norma Arpafo ([NormaArpafo@dti.gov.ph](mailto:NormaArpafo@dti.gov.ph)).

Thank you.

Very truly yours,

  
Marie Sherylyn D. Aquia  
OIC-Director

Enc: As stated.

DTS No. IN00317825  
ssg/mbt/nsa

**BUREAU OF INTERNATIONAL TRADE RELATIONS**