

Republic of the Philippines  
DEPARTMENT OF AGRICULTURE  
**NATIONAL TOBACCO ADMINISTRATION**  
Scout Reyes Street, corner Panay Avenue, Quezon City  
Tel. No. (02) 374-3987 Fax No. (02) 374-2505

MEMORANDUM CIRCULAR No. 03, S. 2004

**TO :** ALL IMPORTERS OF TOBACCO, TOBACCO PRODUCTS,  
AND TOBACCO RELATED SUPPLIES, MATERIALS AND  
INGREDIENTS

**SUBJECT :** NTA IMPORT COMMODITY CLEARANCE AS PART OF  
THE BUREAU OF INTERNAL REVENUE'S (BIR)  
AUTHORITY TO RELEASE IMPORTED GOODS (ATRIG)  
PROCESSING SYSTEM

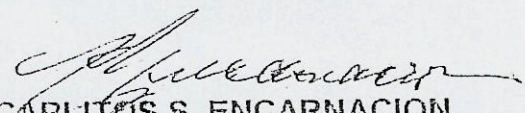
Pursuant to the action taken by the Bureau of Internal Revenue (BIR) in the request for participation of the National Tobacco Administration (NTA) in the approval and/or issuance of ATRIG, please be informed that this Agency shall now require all importers of tobacco, tobacco products and other tobacco related supplies, materials and ingredients to first secure Import Commodity Clearance from the NTA.

Further, please be informed and clarified that the affected imported commodities shall include, but not limited to, the following classification, to wit:

- A. Unmanufactured Tobacco Leaf, either raw, whole or stemmed/stripped virginia, air-cured burley or dark cured native leaf tobacco, or partially, processed, blended, cased, flavored, tobacco wrappers, cutfillers ready for the manufacturing of tobacco products for smoking, sucking, chewing or snuffing;
- B. Manufactured Tobacco Products either cigars, cigarettes, cheroots, cigarillos, smoking & chewing/snuff tobacco & others containing tobacco;
- C. Tobacco midribs, stalks, scraps, stems and refuse;
- D. Homogenized or reconstituted tobacco;
- E. Tobacco Leaf References (Supplies and Materials) for use in products subject to export e.g. display cartoons, tipping papers, bobbins, and the likes;
- F. Cigarette and cigar ingredients, e.g. tobacco essences and extracts, tobacco lyes and tobacco sauces/seasonings, tobacco flour and tobacco powder and the likes; and
- G. Machinery/Equipment/Facilities, to include the spare parts, needed in the manufacture of tobacco products and in the production of quality leaf tobacco.

Please be informed accordingly.

This Memorandum Circular shall take effect immediately.

  
CARLITOS S. ENCARNACION  
Administrator

Date: 28 JUL 2004