



Republic of the Philippines
Professional Regulation Commission
Manila



NOT FOR SALE

**PROGRAM OF THE CUSTOMS BROKERS LICENSURE EXAMINATION
TO BE HELD ON NOVEMBER 3 AND 4, 2021 IN THE CITIES OF
MANILA, CEBU, AND DAVAO**

DATE AND TIME	SUBJECTS	WEIGHT
<u>WEDNESDAY, NOVEMBER 3, 2021</u>		
7:00 A.M. – 7:45 A.M	GENERAL INSTRUCTIONS AND FILLING-OUT OF FORMS	
8:00 A.M. – 11:00 A.M.	CUSTOMS LAWS, RULES, REGULATIONS, ETHICS AND CUSTOMS BROKER PRACTICES	25%
1:00 P.M. – 4:00 P.M.	CUSTOMS DOCUMENTATIONS, CLEARANCE AND PROCEDURES	25%
<u>THURSDAY, NOVEMBER 4, 2021</u>		
8:00 A.M. – 11:00 A.M.	TARIFF LAWS, RULES, REGULATIONS AND INTERNATIONAL TRADE	25%
1:00 P.M. – 1:40 P.M.	TARIFF CLASSIFICATION	25%
1:40 P.M. – 4:00 P.M.	PRACTICAL COMPUTATIONS	
		100%

GENERAL INSTRUCTIONS:

1. Check or verify your school/building assignment at the PRC official website (www.prc.gov.ph) or through the Notices/Announcements to be posted at the PRC premises two (2) to three (3) working days before the date of the examination.
2. Report to the school/building assignment before 6:00 A.M. on the first day of examination to verify your room and seat number. Be punctual. Late examinees will not be admitted.
3. Examinees are required to wear the following attire every examination day:
 - Male Examinees - Tucked-in white polo shirt with collar (without any seal, logo or mark), decent pants or slacks
 - Female Examinees - Tucked-in white blouse or shirts with collar (without any seal, logo or mark), decent pants, slacks or skirt, pony-tailed long hair

4. Bring the following on examination day:

- a. Notice of Admission
- b. Official Receipt
- c. Two (2) or more pencils (No. 2)
- d. One (1) piece Long Brown Envelope
- e. One (1) piece Long Transparent (non-colored) Plastic Envelope (for keeping your valuables and other allowed items)
- f. Health Forms
- g. Negative RT-PCR Test Results, if applicable, or Certificate of Quarantine

5. The following items are **STRICLY PROHIBITED** inside the examination premises/rooms:

- a. Books, notes, review materials, and other printed materials containing coded data/information/formula
- b. **CALCULATORS which are programmable or with embedded functions especially CASIO FX991ES and CASIO FX-991ES plus**
- c. **APPLE, SAMSUNG AND OTHER SMART WATCHES, CELLULAR PHONES, EAR PLUGS, BLUETOOTH, TRANSMITTTERS, PORTABLE COMPUTERS, AND OTHER ELECTRONIC GADGETS/DEVICES WHICH MAY BE USED FOR COMMUNICATION PURPOSES**
- d. Bags of any kind (place your documents inside the transparent/plastic envelope)
- e. Other examination aides not stated in this program

6. Per Memorandum No. 24, s. 2020¹, precautionary measures and protocols shall be observed and implemented during the conduct of licensure examination which include, but not limited to:

- i. All examinees shall be required to wear and bring protective facemask² and alcohol-based sanitizers. For identity verification purposes and pre-examination checking of examination paraphernalia, the facemask shall be required to be properly taken off temporarily to show the examinee's face and the inner part of the facemask. Facemasks during the progress of the exam shall not be allowed to be taken off.
- ii. All examination personnel shall be provided with extra protective facemasks or face shields and latex gloves.
- iii. All examinees shall be required to queue upon entry with a one-meter distance radius from other examinees.
- iv. Body temperature shall be taken through thermal scanners prior entry to the testing venue premises. Those with fever, cough or colds shall not be allowed entry to the testing venues. Affected examinees shall be allowed, however, to take the next licensure exam without additional cost.
- v. Physical/social distancing among and between examinees and examination personnel during the entirety of the exam and during their entire stay at the testing venue shall be observed. Congregation, gathering or assembly within the examination rooms, hallways or any area within the testing venue shall be strictly prohibited.
- vi. All examinees and examination personnel shall not be allowed to go outside the examination room during break time and lunch time. They shall be advised to bring their own packed lunch and snacks with them to be placed under their seats, and to be taken out only during break time.
- vii. Proper hand hygiene shall be observed particularly every after use of the restrooms.
- viii. Prior to entry to the examination rooms, examinees shall be required to sanitize their hands and their plastic envelopes with their sanitizers or alcohol.

¹ Post/Enhanced/Local Community Quarantine Interim Guidelines

² Face Shield is also required

- ix. Prior to the distribution of the Test Questionnaires/Booklet, examinees shall again be required to sanitize their hands using their alcohol or hand sanitizers. Hand sanitizers thereafter shall be placed in their transparent envelopes and shall be deposited or placed at the designated area of the examination room. The same process shall be done every start of each examination subject.
 - x. The testing venues shall be required to conduct thermal scanning procedure, including the provision of sanitizing footbath, and for their security personnel to implement proper COVID-19 precautionary measures.
7. In addition to the above, pursuant to Memorandum No. 68 (s 2020), the examinees are required to submit a RT-PCR Test Results, if failing under the groups stated in DOH Memorandum 2020- 258A, or Certificate of Quarantine. Only those examinees with negative results shall be allowed to take the examination.

Please see this link <https://www.prc.gov.ph/sites/default/files/2020-68Memo.pdf> for detailed information.

8. Read carefully and follow the instructions in your Notice of Admission and Examinee's Kit.

9. "NO OPEN BOOKS IN ALL SUBJECTS" EXCEPT in Tariff Classification ONLY.

The use of the ASEAN HARMONIZED TARIFF NOMENCLATURE (AHTN) 2017 edition printed 2019/2020 is allowed. The AHTN books shall be free from any markings and shall be subjected to thorough inspection. **PHOTOCOPIES OF SAID BOOKS ARE NOT ALLOWED.**

10. After answering the Tariff Classification, examinees shall surrender the AHTN Book before proceeding to the Practical Computations.

NOTE: ONLY ONE (1) BASIC CALCULATOR SHALL BE ALLOWED INSIDE THE EXAMINATION ROOM. CALCULATORS SHALL BE INSPECTED. PRC WILL NOT BE HELD LIABLE FOR ANY ITEMS THAT WILL BE LOST.

*Manila, Philippines
September 7, 2021*

APPROVED:


NENETTE T. DAGONDON
Chairperson


ROLANDO L. DE JESUS
Member

CERTIFIED CORRECT:


ATTY. OMAIMAH E. GANDAMRA
OIC, PRB Secretariat Division

PRBCB/D-SRB
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