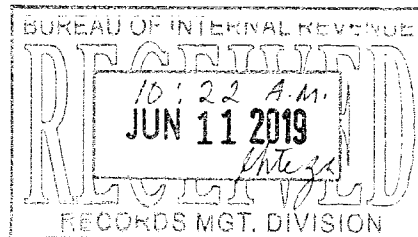




REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE
Quezon City



June 11, 2019

REVENUE MEMORANDUM ORDER NO. 30-2019

SUBJECT : REVISED OFFICE CODES OF REVENUE REGIONS, ITS
DIVISIONS AND REVENUE DISTRICT OFFICES INCLUDING
LTD - DAVAO CITY UNDER THE LARGE TAXPAYERS SERVICE

TO : ALL INTERNAL REVENUE OFFICIALS AND EMPLOYEES

I. BACKGROUND:

The office codes for the National Office and Revenue Regions were last revised with the issuance of Revenue Memorandum Order (RMO) Nos. 14-2013 dated May 7, 2013 and 7-2002 dated April 12, 2002, respectively. Since then, the BIR underwent several restructuring efforts which involved creation, splitting, consolidation and renaming of revenue offices, among others, as enhancement to Executive Order No. 366, otherwise known as the "Rationalization Program of 2004", e.g. splitting of Revenue Region (RR) No. 9 - San Pablo City to RR Nos. 9A - CaBaMiRo and 9B - LaQueMar, consolidation of Revenue District Office (RDO) Nos. 43A - East Pasig City and 43B - West Pasig City to RDO No. 43 - Pasig City, transfer of Large Taxpayers Division (LTD) Makati City to LTD Davao City, to mention some. This necessitates updating of the existing office codes of Bureau offices.

II. OBJECTIVE:

This Order is issued to update the office codes for the Revenue Regions, its Divisions and Revenue District Offices including LTD - Davao City under the Large Taxpayers Service (LTS).

III. REVISED REVENUE REGIONAL/DISTRICT OFFICES CODE:

A. The Revenue Region/District Offices shall use the corresponding office number assigned per Revenue Administrative Order (RAO) No. 1-2017.

Examples: RR No. 1 - Calasiao shall have office code RR1
RR No. 9A - CaBaMiRo shall have office code RR9A
RDO No. 17A - Tarlac City, Tarlac shall have office code RDO17A

B. The Regional Division Codes shall be the combination of the Revenue Regional Office Code and the following:

- 1 - Assessment Division
- 2 - Collection Division
- 3 - Legal Division
- 4 - Finance Division
- 5 - Administrative and Human Resource Management Division
- 6 - Regional Investigation Division
- 7 - Document Processing Division

Examples: RR No. 2 - CAR, Assessment Division shall have office code

RR2-1

RR No. 3 - Tuguegarao City, Finance Division shall have office code **RR3-4**

RR No. 9B - LaQueMar, Document Processing Division shall have office code **RR9B-7**

C. LTD - Makati City which was renamed to LTD - Davao City under the Large Taxpayers Service per RAO No. 2- 2016, shall use the office code **D-12** while other Divisions under LTS shall use the corresponding office number assigned per RMO No. 14-2013.

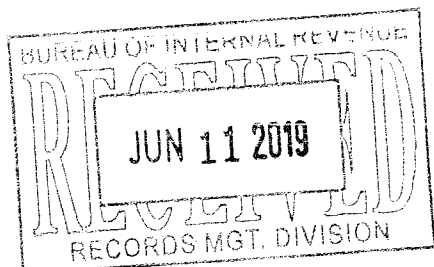
IV. REPEALING CLAUSE

This Order repeals and/or amends accordingly pertinent provisions of RMO No. 14-2013 dated May 7, 2013, RMO No. 7-2002 dated April 12, 2002 and all issuances or portions thereof inconsistent herewith.

V. EFFECTIVITY

This Order shall take effect immediately.

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CAESAR R. DULAY
Commissioner of Internal Revenue
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