



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

BUREAU OF INTERNAL REVENUE
RECORDS MGT. DIVISION

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JAN 26 2017

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January 24, 2017

REVENUE MEMORANDUM ORDER NO. 2-2017

TO : All Revenue Officials and Employees
SUBJECT : Amendment to Revenue Memorandum Order No. 49-2016 dated July 20, 2016 Re: Internal Rules and Procedures on the Rendition of Overtime Services of BIR Personnel

In line with the streamlining of operations at the Bureau of Internal Revenue, Section 6.0 of RMO No. 49-2016 is hereby amended to read as follows:

"6.0 APPROVAL

- 6.1 *The Deputy Commissioner, Resource Management Group, thru the recommendation of the concerned Assistant Commissioner/Regional Director shall approve requests for authority to render OT services indicating the following:*
- 6.1.1 *Name of personnel, position and assigned task;*
- 6.1.2 *Purpose or expected outputs; and*
- 6.1.3 *Specific period of such services.*

Personnel under the jurisdiction of the Office of the Deputy Commissioner shall Recommended by the concerned Deputy Commissioner."

This Order shall take effect immediately.

CAESAR R. DULAY

Commissioner of Internal Revenue

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