



Bringing In Revenues
for Nation-Building

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE
National Office Building
Quezon City



October 13, 2025

REVENUE MEMORANDUM CIRCULAR No. 102-2025

SUBJECT : Missing Quadruplicate Copy of Unused/Unissued BIR Form No. 0422 – Mission Order

TO : All Internal Revenue Officials, Employees and Others Concerned

Notice is hereby given of the missing quadruplicate copy of unused/unissued BIR Form No. 0422 – Mission Order (MSO), with the hereunder stated serial number:

MSO200100053489

The abovementioned form was reported as missing by Ms. Crizl Joy G. Banilad, Revenue Officer III, Office of the Regional Director, Revenue Region No. 19, Davao Region. Consequently, the entire MSO set bearing the said serial number is hereby cancelled. All official transactions involving the use thereof is therefore considered as INVALID.

Internal Revenue officials, employees and others concerned are requested to promptly notify this Office in the event that the aforesaid form is found and to take the necessary measures to prevent the improper or fraudulent disposition or use of the same.

BUREAU OF INTERNAL REVENUE
RECORDS MANAGEMENT DIVISION

RECEIVED
NOV 11 2025

BY: [Signature] ADMIN UNIT - 1 TIME: 9:42am

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ROMEO D. LUMAGUI, JR.
Commissioner of Internal Revenue