



Republic of the Philippines  
Department of Finance  
BUREAU OF INTERNAL REVENUE  
Quezon City

April 19, 2024

**REVENUE DELEGATION AUTHORITY ORDER NO. 9-2024**

In view of the applied vacation leave of **JOSEPHINE S. VIRTUCIO**, Regional Director (RD), Revenue Region No. 1, Calasiao, Pangasinan, for the period from June 10, 2024 to June 21, 2024, and in order to not disrupt the operations of Revenue Region (RR) No. 1, as the exigencies of the service so require, the following documents shall be signed by **GRACE EVELYN A. LACERNA**, OIC-Assistant Regional Director (ARD), RR No. 1, Calasiao, Pangasinan:

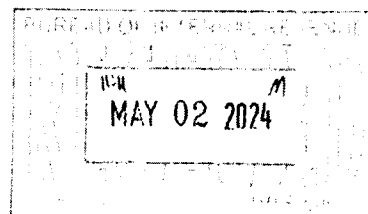
1. Letter of Authority;
2. Mission Order;
3. Preliminary Assessment Notice (PAN);
4. Final Assessment Notice/Formal Letter of Demand (FAN/FLD);
5. Final Decision on Disputed Assessment (FDCA);
6. Authority to Issue Refund;
7. Subpoena Duces Tecum;
8. Certificate of Tax Exemption of Cooperatives;
9. Referral Letter for Criminal Complaints;
10. Lifting of Warrants and Notices (NTL, NOL, NOE)
11. Tax Clearance other than bidding purposes;
12. Authority to Cancel Assessment (ATCA) for purposes of availment of tax amnesty;
13. Purchase Order/Job Order and other Procurement/Bid Documents;
14. Other documents being issued and signed by the Regional Director in the ordinary course of operations of the Revenue Region.

ARD Lacerna is also authorized to perform other act/s as are or may be necessary and indispensable in the speedy collection on internal revenue taxes.

This Order shall take effect on June 10, 2024 and shall be automatically revoked upon the return of Regional Director Josephine S. Virtucio for official duty.



**ROMEO C. LUMASUI, JR.**  
Commissioner of Internal Revenue



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