



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
BUREAU OF INTERNAL REVENUE

December 3, 2014

REVENUE MEMORANDUM ORDER NO. 39-2014

SUBJECT : Revised BIR Form No. 0044 - Request for System Access Form  
TO : All Internal Revenue Officials and Employees Concerned

**I. OBJECTIVE**

This Order prescribes the use of the revised and reformatted BIR Form No. 0044 - Request for System Access Form (please refer to the attached Form).

The revised Request for System Access Form now includes the following information, not found in the current form:

• Item 8:	Email address
• Item 12: Site(s):	Additional Server/Name : eTIS
• Item 16: Requirements Submitted	Acceptable Use Policy Non-Disclosure Agreement

**II. REPEALING CLAUSE**

The revised and reformatted BIR Form No. 0044, dated November 2014, supersedes BIR Form No. 0044, dated July 2008.

**III. EFFECTIVITY**

This Order takes effect immediately.

BUREAU OF INTERNAL REVENUE  
RECORDS MGT. DIVISION

10:32 A.M.

DEC 15 2014

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**RECEIVED**

KIM S. JACINTO-HENARES  
Commissioner of Internal Revenue

*Kim S. Jacinto-Henares*  
**029164**