



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

BUREAU OF INTERNAL REVENUE  
RECORDS MGT. DIVISION  
9:34 A.M.  
MAY 02 2016  
*[Signature]*  
**RECEIVED**

April 29, 2016

REVENUE DELEGATION AUTHORITY ORDER NO. 4-2016

**TO :** All Revenue Officials and Others Concerned

**SUBJECT :** Additional Signatories to Revenue Delegation Authority Order (RDAO) No. 2-2016 dated April 6, 2016 on Delegation of Authority to Sign Forms on Financial Matters.

To further determine the accountability and responsibility that charges to appropriation/allotment is necessary, lawful and legal, Box "A" of the Obligation Request and Status (ORS) and Disbursement Voucher (DV) shall be signed by both the proponent or the claimant, as the case maybe, and the supervisor of the latter.

Proponent shall sign for external claims pertaining to Contracts, Purchase Orders, Job Orders, and the like together with the supervisor of the proponent while claimants are revenue officials and employees who shall sign their money claims with their supervisor.

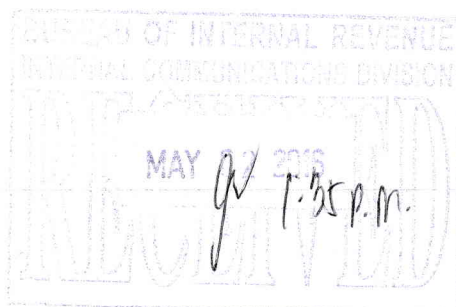
This is an addendum to RDAO No. 2-2016 dated April 6, 2016.

This orders takes effect immediately.

*[Signature]*  
**KIM S. JACINTO-HENARES**  
Commissioner of Internal Revenue

**040952**

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April 6, 2016

REVENUE DELEGATION AUTHORITY ORDER NO. 2-2016

TO : All Revenue Officials and Others Concerned

SUBJECT : Delegation of Authority to Sign Forms on Financial Matters

To expedite the signing of certain Forms on financial matters in line with the implementation of the Government Accounting Manual (GAM) for National Government Agencies, pursuant to COA Circular No. 2015-007 dated October 22, 2015, the revenue officials designated as signatories of said Forms are listed in the attached Annex "A" of this Order.

In the event that the official to whom signing authority was delegated for subject Forms is on leave, or on official travel at the time when the said Forms must be signed, his/her assistant shall sign the Forms.

All issuances or portions thereof not consistent with this Order are hereby repealed or amended accordingly.

This Order takes effect immediately.

KIM S. JACINTO-HENARES  
Commissioner of Internal Revenue

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RECORDS MGT. DIVISION

MAY 02 2016

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