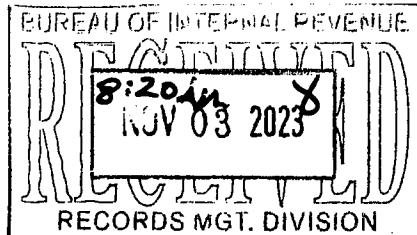




REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE
National Office Building
Quezon City



October 12, 2023

REVENUE MEMORANDUM CIRCULAR No. 116-2023

SUBJECT : Missing One (1) Set and Original Copy of Unused/Unissued BIR Form No. 2313-P – Electronic Certificate Authorizing Registration for Transaction Involving Transfer of Personal Properties

TO : All Internal Revenue Officials, Employees and Others Concerned

Notice is hereby given of the missing one (1) set and original copy of unused/unissued BIR Form No. 2313-P – Electronic Certificate Authorizing Registration for Transaction Involving Transfer of Personal Properties (eCP), bearing the following serial numbers:

Serial Number	Quantity
eCP201300192501	1 set
eCP201300192502	Original Copy

The abovementioned forms were reported as missing by Ms. Celedonia P. Tenorio, Senior Administrative Assistant IV, Office of the Regional Director, Revenue Region No. 9A, CaBaMiRo, and have consequently been cancelled including the entire eCP set bearing the said serial number of missing original copy. All official transactions involving the use of said forms are therefore considered as INVALID.

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

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ROMEO D. LUMAGUI, JR.
Commissioner of Internal Revenue
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