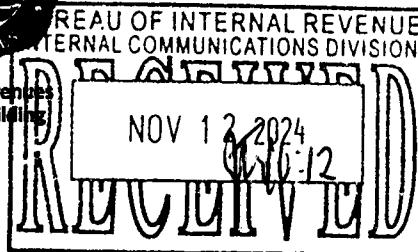




REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

Bringing in Revenues
for Nation-building

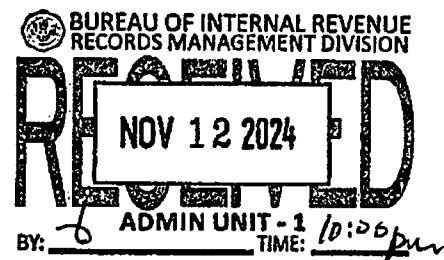


12 NOV 2024

REVENUE DELEGATION AUTHORITY ORDER NO. 020-2024

In view of the approved leave of Atty. JETHRO M. SABARIAGA, OIC – Assistant Commissioner (ACIR), Large Taxpayers Service (LTS), from 21 December 2024 to 5 January 2025, and in order not to disrupt the operations of the Large Taxpayers Service, as the exigencies of the service so require, the following documents shall be signed by Mr. JOE S. SORIANO, Head Revenue Executive Assistant (HREA), LTS – Programs and Compliance Group:

1. Preliminary Assessment Notice (PAN)
2. Final Assessment Notice (FAN)
3. Final Decision on Disputed Assessment (FDAA)
4. Letter of Authority (LA) / electronic Letter of Authority (eLA)
5. Request for LA / eLA
6. Mission Order (MO)
7. Termination Letter
8. Notice of Discrepancy (VAT Audit Unit)
9. Formal Letter of Demand
10. Audit / Refund Report
11. Tax Credit Certificate (TCC)
12. Tax Debit Memo (TDM)
13. Subpoenae Duces Tecum (SDTs)
14. Access Letter
15. Matrix of Promotion / Recommendation Letter
16. Pre-processed Tax Reconciliation
17. Action to the Protest
18. Certificate of Tax Exemption
19. Declaration of Loss Arising from Casualty
20. Enlisting and Delisting
21. Approval of Request for Reinvestigation of Delinquent Account
22. Approval / Denial of Application for Abatement
23. Approval / Denial of Application for Compromise Settlement
24. Approval of Application for Replacement of Lost TCC
25. Authority to Cancel Assessment (ATCA)
26. Warrant of Garnishment
27. Lifting of Garnishment



28. Business Closure / Merger Report – Tax Clearance Certificate (TCL)
29. Cancellation of Taxpayer Identification Number (TIN)
30. Request for Transfer
31. Request for Permission to Travel
32. Individual Performance and Commitment Review (IPCR) and Office Performance and Commitment Review (OPCR) Forms

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

This Order shall take effect on **21 December 2024** and shall be automatically revoked upon the return of OIC – ACIR Sabariaga for official duty.



A handwritten signature in black ink, appearing to read "Romeo D. Lumagu, Jr.", is written over a stylized, swooping line that looks like a signature. Below the signature, the text "Commissioner of Internal Revenue" is printed in a standard font.

