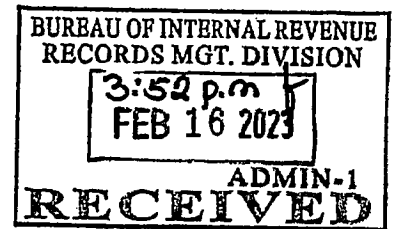




REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF INTERNAL REVENUE**  
National Office Building  
*Quezon City*



February 7 2023

**REVENUE MEMORANDUM CIRCULAR NO. 22-2023**

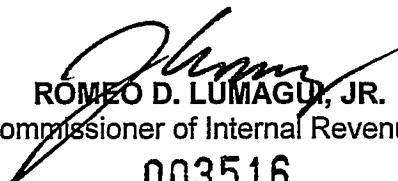
**SUBJECT : CIRCULARIZING THE MEMORANDUM DATED FEBRUARY 3, 2023  
OF THE DEPARTMENT OF FINANCE WITH THE SUBJECT  
REVISED TRAVEL GUIDELINES.**

**TO : ALL REVENUE OFFICIALS AND EMPLOYEES CONCERNED**

For the information and guidance of all revenue officials and employees concerned, attached is the Memorandum dated February 3, 2023 of the Department of Finance with the Subject: Revised Travel Guidelines, stating that the foreign travel of the officials and personnel of the attached agencies and bureau of the Department of Finance shall be approved by the following:

Nature of Travel	Position	Approving Authority
Official	All Levels	Secretary of Finance
Personal	Director-level and Above	Secretary of Finance
	Position below Director-level	Head of Agency

All revenue officials and employees are hereby enjoined to be guided accordingly and give this Circular as wide publicity as possible.

  
**ROMEO D. LUMAGU, JR.**  
Commissioner of Internal Revenue

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