

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

September 6, 2017

REVENUE MEMORANDUM ORDER NO. 21-2017

TO : All Revenue Officials Concerned

SUBJECT : Amending certain items in RMO No. 13-2017 re: Prescribing the Guidelines on the Compliance on the Grant of the FY 2017 Performance-Based Bonus (PBB) Requirements per Administrative Order No. 25 Inter-Agency Task Force Memorandum Circular No. 2017-1

I. OBJECTIVE

This Order is issued to amend certain items in RMO No. 13-2017 dated April 11, 2017 relative to the Guidelines on the Compliance on the Grant of the FY 2017 Performance-Based Bonus (PBB) Requirements per Administrative Order No. 25 Inter-Agency Task Force Memorandum Circular No. 2017-1.

II. AMENDATORY PROVISIONS

The following items in RMO No. 13-2017 are hereby amended:

- Page 2 – Item No. 4

Performance Indicators (PIs)	Responsible Office(s)
General Administration and Support Services (GASS)	
b.) Quarterly Submission of Budget and Financial Accountability Reports (BFARs) to COA and DBM	Finance Service – Budget Division (BD) and Accounting Division (AD) Collection Service – Revenue Accounting Division (RAD) Planning and Management Service – Planning and Programming Division (PPD)

- Page 3 – Item No. 5

Reports	Responsible Office(s)	Submitted to Validating Agency	Submission Deadline
Submission of Quarterly Reports on Budget and Financial	Finance Service – BD and AD Collection Service - RAD	Directly to Commission on Audit (COA) and Department of Budget and	Q4 of 2016 - On or before Jan. 31, 2017 Q1 - On or before April 30, 2017 Q2 - On or before July 31, 2017

Reports	Responsible Office(s)	Submitted to Validating Agency	Submission Deadline
Accountability Reports (BFARs)	Planning and Management Service – PPD	Management (DBM), copy furnish PPD	Q3 - On or before Oct.31, 2017 Q4 - On or before Jan. 31, 2018
Submission of FY 2016 Agency Procurement Compliance and Performance Indicators System (APCPI) Self-Assessment Results	Administrative Service – Procurement Division (PD) Regional Offices – AHRMD	Directly to Government Procurement Policy Board (GPPB)-Technical Support Office (TSO), copy furnish PPD	On or before March 31, 2017
Submission of FY 2018 Annual Procurement Plan for Common-Use Supplies and Equipment (APP-CSE)	Administrative Service – Property Division Regional Offices - AHRMD	Directly to DBM-Procurement Service, copy furnish PPD	On or before November 30, 2017

- Page 5 – Item No. 6

Good Governance Conditions (GGCs)	Responsible Office(s)	Posting of Report	Posting Deadline
Posting of Agency Transparency Seal			
<ul style="list-style-type: none"> • Budget and Financial Accountability Reports <ul style="list-style-type: none"> ➢ FY 2013 to FY 2017 FAR No. 1: SAAOBDB ➢ FY 2013 to FY 2017 Summary Reports on Disbursements ➢ FY 2013 to FY 2017 BAR No.1 – Quarterly Physical Reports of Operations/Physical Plan 	Finance Service – BD and AD Collection Service - RAD Planning and Management Service – PPD	BIR Website and DBM URS to be validated by DBM and COA	Q4 of 2016 - On or before Jan. 31, 2017 Q1 - On or before April 30, 2017 Q2 - On or before July 31, 2017 Q3 - On or before Oct.31, 2017 Q4 - On or before Jan. 31, 2018

- Page 6 – Item No. 6

Good Governance Conditions (GGCs)	Responsible Office(s)	Posting of Report	Posting Deadline
Posting of FY 2016 APCPI Self-Assessment Results	Administrative Service - PD	GPPB website to be validated by	On or before March 31, 2017

Good Governance Conditions (GGCs)	Responsible Office(s)	Posting of Report	Posting Deadline
	Regional Offices – AHRMD	GPPB-TSO, DBM-PS	
Posting of all Invitations to Bids and Awarded Contracts in the PhilGEPS	Administrative Service - PD Regional Offices – AHRMD	PhilGEPS, to be validated by PhilGEPS	On or before December 31, 2017

III. REPEALING CLAUSE

The pertinent portions of RMO No. 13-2017, which are inconsistent herewith, are hereby repealed, amended or modified accordingly.

IV. EFFECTIVITY

This Order takes effect immediately.

(Original Signed)
CAESAR R. DULAY
 Commissioner of Internal Revenue

B-1