BUREAU OF INTERNAL REVENUE
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June 23, 2016

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

REVENUE ADMINISTRATIVE ORDER NO. 2-2016

SUBJECT : CHANGES / MODIFICATIONS ON THE BUREAU'S ORGANIZATIONAL STRUCTURE AS ENHANCEMENT TO E.O. 366 (RATIONALIZATION PLAN)

TO : All Internal Revenue Officials and Employees

I. OBJECTIVE:

This Order is issued to:

1. Create/Establish and rename new offices in the National Office and Regional Offices.
2. Consolidate Revenue District Office (RDO) No. 43A – East Pasig City and RDO No. 43B – West Pasig City as one (1) RDO and renamed as RDO No. 43 – Pasig City.
3. Prescribe the splitting of Revenue Region (RR) No. 9 – San Pablo City into RR Nos. 9A – CaBaMiRo and 9B – LaQueMar.
4. Redefine the jurisdictional area of RR No. 6 – Manila which was affected with the transfer of RDO Nos. 35 – Romblon and 37 – San Jose, Occidental Mindoro to RR No. 9A – CaBaMiRo.

II. ORGANIZATION AND STAFFING

1. Creation of:

a. Large Taxpayers VAT Audit Unit (LTVAU) under the Large Taxpayers Service (LTS).
b. Forfeited Assets Management Unit (FAMU) under the Collection Service.
c. VAT Audit Section (VATAS) under the Assessment Division of the Regional Offices.
d. Arrears Management Section (AMS) under the Collection Division of the Regional Offices.

2. Renaming of:

a. Large Taxpayers Division (LTD) - Makati City to LTD – Davao City under the Large Taxpayers Service.

a1. LTD-Davao City shall perform the functions of LTD-Makati City and shall monitor and enforce tax laws to large taxpayers based in Mindanao;

a2. All large taxpayers registered under LTD-Makati City shall be integrated to the Large Taxpayers Service, hence, all business activities and tax-related concerns of large taxpayers under the LTD-Makati City shall be monitored by the Audit Divisions of the LTS; and

a3. The plantilla positions for LTD-Makati City under Executive Order (EO) No. 366 shall consist the staffing complement of LTD-Davao City, while the existing plantilla positions under RDO No. 43B-West Pasig shall be distributed to the divisions under LTS.

b. Seized and Forfeited Properties Management and Monitoring Section to Tax Clearance Section under Accounts Receivables Monitoring Division, Collection Service.

c. Receivable Accounts and Collection Enforcement Section to Tax Clearance Section under Collection Division of the Regional Offices.

3. Consolidation of Revenue District Office (RDO) No. 43A – East Pasig City and RDO No. 43B – West Pasig City to RDO No. 43 – Pasig City

The existing positions of the defunct RDO No. 43A – East Pasig City shall consist the staffing complement for RDO No. 43 – Pasig City while that of RDO No. 43B – West Pasig City shall be allocated/deployed to the different divisions under the Large Taxpayers Service.

4. Splitting of Revenue Region (RR) No. 9 – San Pablo City to RR Nos. 9A – CaBaMiRo and 9B – LaQueMar with the following composition for the 2 Regional Offices:

A. Revenue Region No. 9A – CaBaMiRo (Cavite-Batangas-Oriental Mindoro-Occidental Mindoro-Romblon) shall be composed of the following RDOs:

a. RDO 35 – Romblon – shall be comprised of the municipalities of Alcantara, Banton (Jones), Cajidiocan, Calatrava, Conception, Corguera, Loog, Magdiwang, Odiongan, Romblon, San Agustin (Badajoz), San Andres (Besdujols), San Fernando, San Jose (Carabao Island), Santa Fe and Terrol.

b. RDO 37 – Occidental Mindoro (formerly San Jose) – shall be comprised of the municipalities of Abra de Ilog, Calintaan, Looc, Lubang, Magsaysay, Mamburao, Paluan, Rizal, Sablayan, San Jose and Sta. Cruz.

c. RDO 54A – East Cavite (formerly Trece Martirez City) – shall be comprised of the municipalities of Alfonso, Amadeo, Carmona, Gen. Mariano Alvarez, Gen. Aguinaldo, Imus, Indang, Mendez, Silang and the cities of Tagaytay, Trece Martires and Dasmariñas.

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d. RDO 54B - West Cavite (formerly Bacoor) – shall be comprised of the municipalities of Bacoor, Kawit, General Trias, Magallanes, Maragondon, Naic, Noveleta, Rosario, Tanza, Ternate and Cavite City.
e. RDO 58 – West Batangas (formerly Batangas City) – shall be comprised of the municipalities of Balayan, Bauan, Calaca, Calatagan, Lemery, Lian, Lobo, Mabini, Nasugbu, San Luis, San Pascual, Taal, Tingloy, Tuy and Batangas City.
f. RDO 59 – East Batangas (formerly Lipa City) – shall be comprised of the municipalities of Agoncillo, Alitagtag, Balete, Cuenca, Ibaan, Laurel, Malvar, Mataas na Kahoy, Padre Garcia, Rosario, San Jose, San Juan, San Nicolas, Santa Teresita, Santo Tomas, Talisay, Taysan and the cities of Lipa and Tanauan.
g. RDO 63 - Oriental Mindoro (formerly Calapan) – shall be comprised of the municipalities of Baco, Bansud, Bongabong, Calapan, Gloria, Mansalay, Naujan, Pinamalayan, Pola, Puerto Galera, Roxas, San Pedro-Bulalacao, San Teodoro, Socorro and Victoria.

B. Revenue Region No. 9B – LaQueMar (Laguna-Quezon-Marinduque) shall be composed of the following RDOs:

a. RDO 55 – East Laguna (formerly San Pablo City) – shall be comprised of the municipalities of Alaminos, Cavinti, Famy, Kalayaan, Liliw, Lumban, Mabitac, Nagcarlan, Paete, Pagsanjan, Pakil, Pangil, Rizal, Siniloan, Sta. Maria, Luisiana, Majayjay, Magdalena and San Pablo City.
b. RDO 56 - Central Laguna (formerly Calamba) – shall be comprised of the municipalities of Bay, Calauan, Victoria, Pila, Sta. Cruz and the cities of Calamba and Los Baños.
c. RDO 57 – West Laguna (formerly Biñan) – shall be comprised of the municipality of Cabuyao and the cities of Sta. Rosa, Biñan and San Pedro.
d. RDO 60 – North Quezon (formerly Lucena City) – shall be comprised of the municipalities of Burdeos, Candelaria, Dolores, General Nakar, Infanta, Jomalig, Lucban, Mauban, Pagbilao, Panukulan, Patnanungan, Polilio, Real, Sampaloc, San Antonio, Sariaya, Tiaong and the cities of Lucena and Tayabas.
e. RDO 61 - South Quezon (formerly Gumaca) – shall be comprised of the municipalities of Agdangan, Alabat, Atimonan, Buenavista, Calauag, Catanauan, General Luna, Guinayangan, Gumaca, Lopez, Macalelon, Mulanay, Padre Burgos, Perez, Pitogo, Plaridel, Quezon, San Andres, San Francisco, San Narciso, Tagkawayan and Unisan.
f. RDO 62 – Marinduque (formerly Boac) – shall be comprised of the municipalities of Boac, Buenavista, Gasan, Mogpog, Santa Cruz and Torrijos.

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5. **Revenue Region No. 6 – Manila shall now be composed of the following RDOs:**

   a. RDO No. 29 – Tondo / San Nicolas
   b. RDO No. 30 – Binondo
   c. RDO No. 31 – Sta. Cruz
   d. RDO No. 32 – Quiapo / Sampaloc / San Miguel
   e. RDO No. 33 – Ermita / Intramuros / Malate
   f. RDO No. 34 – Paco / Pandacan / Sta. Ana
   g. RDO No. 36 – Puerto Princesa City, Palawan

II. REPEALING CLAUSE:

This Order supersedes all revenue issuances and/or portions thereof inconsistent herewith.

III. EFFECTIVITY:

This Order shall take effect immediately.

KIM S. JACINTO-HENARES
Commissioner of Internal Revenue

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Approved:

CESAR V. PURISIMA
Secretary of Finance

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