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

March 3, 2008

REVENUE MEMORANDUM ORDER NO. 8-2008

SUBJECT : Submission of Work Programs/Work Plans for 2008

TO : All Deputy Commissioners, Assistant Commissioners / Head Revenue Executive Assistants and Others Concerned

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OBJECTIVE

This Order is issued to direct all groups comprising the Bureau of Internal Revenue (i.e. Operations Group, Resource Management Group, Information System Group, Legal and Inspection Group, Office of the Commissioner including TRAG, LTS and PPS) to submit their respective Work Programs/Work Plans for 2008 with information, among others, of their respective Key Performance Indicators (KPIs), timelines, etc. and with mention on how these programs and plans will contribute to the achievement of the BIR revenue target and to the improvement of taxpayer service.

POLICIES

1. The respective groups as mentioned above shall conduct their own planning sessions to come out with the Work Programs/Work Plans for the year 2008;

2. The Work Programs/Work Plans should be feasible/doable within the timeframe specified and must be aligned to the BIR's mission and vision;

3. The Work Programs/Work Plans must indicate KPIs, including timelines, which must be submitted on or before March 14, 2008.

EFFECTIVITY

This Order shall take effect immediately.

(Original Signed)
LILIAN B. HEFTI
Commissioner of Internal Revenue