REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

06 July 2006

REVENUE MEMORANDUM ORDER No. 12-2006

SUBJECT : *102nd BIR Anniversary Celebration Essay Writing Contest*

T O : All Internal Revenue Officials and Employees

I. Background

The Bureau of Internal Revenue, the lead tax collection agency of the government is celebrating its 102nd year anniversary. In line with this very important milestone, an Essay Writing Contest shall be held to highlight this occasion.

The theme for this inaugural essay writing contest is **"How to Simplify Tax Administration".**

II. Guidelines and Procedures

The mechanics of the contest shall be as follows:

1) The contest shall be open to all personnel of the Bureau of Internal Revenue;

2) To encourage the participation of revenuers nationwide, all Regional Offices are encouraged to conduct their respective Regional Essay Contests using the same theme. Only one (1) finalist from each Revenue Region shall be allowed to represent and compete in the grand finals to be held in the National Office;

3) The same rule shall also apply in the National Office. Each Revenue Group shall only be allowed to send (1) representative in the grand finals;

4) Finalists for the Essay Writing Contest Grand Finals shall be chosen from the following:

- Office of the Commissioner
- Resource Management Group
- Legal & Inspection Group
- Operations Group

- Information Systems Group
- Regional Offices

5) Each contestant shall be entitled to submit only one essay entry;

6) All essays should be written in English;

7) Each entry should be between three (3) pages to five (5) pages in length, with each page bearing the initials of the writer;

8) Each entry must be submitted in accordance with the following format requirements:

- Double-spaced, font size 12, on "8.5 x 11" bond paper
- Top, bottom, side margins of one (1) inch each page;

9) Each essay should be accompanied by the official entry form (see Annex A), properly accomplished by the participants, and duly noted by his/her immediate superior;

10) The essay, together with the entry form (Annex A) should be received by the Contest Committee c/o the Chief-of-Staff, ODCIR-RMG., Room 410, BIR-NOB not later than 25 July 2006;

11) The Head of the respective Offices shall be responsible in ensuring the originality and authorship of the entries submitted;

12) The Board of Judges shall be composed of former Revenue Officials who shall make the final selection and submit to the Committee the winning entries on or before 27 July 2006;

13) The winning entry shall become the property of the Bureau of Internal Revenue;

14) The winning contestant will be notified by the Committee, and will be invited to accept the prize during the awards program;

15) The awards program shall be held in conjunction with the BIR 102nd Anniversary Celebration scheduled on 01 August 2006 at the BIR-NOB;

16) The following prizes shall be awarded to the contest winners, together with Certificates of Recognition:

1st Prize	-	P10,000.00
2nd Prize	-	7,500.00
3rd Prize	-	5,000.00

III. Composition and Role of the Committee

Chairperson	-	Dir. DANILO A. DUNCANO
Members	-	1. HREA LUCITA P. OANDASAN 2. HREA ANIAN R. SALAZAR 3. Atty.ANA MARITA F. MACATANGAY 4. ELENITA B. QUIMOSING 5. LUCILA LEONISA T. BUENO

1. The Committee shall plan, coordinate, evaluate and implement all the activities attached to the contest;

2. The Committee shall formulate the text of the citation in the certificate of recognition and the identification/selection of the Board of Judges;

3. The Committee shall submit its plans, programs and recommendation to the Commissioner, thru the Deputy Commissioner of the Resource Management Group.

For the information and guidance of all concerned.

(Original Signed)
JOSE MARIO C. BUÑAG
Commissioner of Internal Revenue