REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

Quezon City

September 16, 2008

REVENUE MEMORANDUM ORDER NO. 30-2008

SUBJECT : Authorized Signatories to Documents relative to Disbursement of Funds Out of the World Bank IBRD Loan No. 7431-PH and Amending Section III (B) of RMO No. 6-2007 dated April 2, 2007 under the WB-IDF Grant TF056828-PH

TO : All Internal Revenue Officers and Others Concerned

I. OBJECTIVES

This order is issued to:

1. Designate authorized signatories to documents relative to the disbursement of funds out of the WB-IDF Grant and WB-IBRD Loan, and thereby delineate clearly the responsibilities and accountabilities of the revenue officials concerned;

2. Expedite processing of documents and payments, and thereby avoid delays in the implementation of the Tax Reform Projects;

II. AMENDMENTS:

Section III (B) of Revenue Memorandum Order No. 6-2007, is hereby amended to read as follows:

The following revenue officials are hereby designated as authorized signatories to the specific documents identified below;

1.) Disbursement Voucher

Box A (Certification of Cash Availability and completeness of supporting documents)	Chief Accountant, Financial Management Unit
Box B (Approval)	Deputy Commissioner, TRAG/OIC-Deputy Commissioner

2.) Obligation Request

Box A (Certification that Supporting Documents are Valid, Proper and Legal)	One who has direct supervision of the activity
Box B (Certification of Availability of Allotment and Obligations Incurred)	Chief, Budget Division

3.) Check/s and Authority to Debit Advice (ADA)

Preparation of check/s and ADA	Cashier, General Services Division
Signatory	Head, Financial Management Unit
Counter-Signatory	Deputy Commissioner, TRAG/OIC-Deputy Commissioner

4.) Application for Withdrawal – Annex "A"

The application for Withdrawal shall be signed by the Deputy Commissioner, TRAG/OIC-Deputy Commissioner-TRAG or Head, Financial Management Unit.

III. Effectivity

This Order takes effect upon approval.

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