

REVENUE MEMORANDUM ORDER NO. 79-99 issued October 13, 1999 prescribes the policies and procedures on the processing of Taxpayers' Record Update (TRU) Phase I data for non-computerized Revenue District Offices (RDOs). Non-computerized RDOs will complete their initial TRU campaigns/activities on or before December 31, 1999. The Revenue District Officer will ensure that the TRU Validation Program is properly utilized so that the TRU data for subsequent uploading at the Information Systems Operation Service (ISOS) are free from encoding/integrity errors. The RDOs will be responsible for resolving all suspended records resulting after every upload to the ITS database, in addition to the resolution of suspended records resulting from the regular validation at the RDO level. The ISOS will be responsible for the immediate updating of taxpayers' registration data into the Integrated Tax System (ITS) and for the registration of the branch codes to be assigned to branches located in non-computerized RDOs.