

REVENUE MEMORANDUM ORDER No. 13-98 issued February 18, 1998 prescribes the additional policies and operational guidelines for the implementation of the Taxpayer Record Update (TRU) for taxpayers earning pure compensation income in non-Integrated Tax Systems (ITS) converted Revenue District Offices. The Order specifies the procedures for the: a) conduct of TRU Phase II briefings for employers; b) screening and validation of 1902 Forms; c) transmittal of 1902 Forms to the Information Systems Operations Service; d) encoding of forms; and e) preparation of the weekly Status Reports.