

REVENUE MEMORANDUM ORDER NO. 23-99 issued March 15, 1999 prescribes the rules and procedures to be followed in case of fire or other emergencies. The Assistant Commissioner of the Financial and Administrative Service will be the Building and Fire Marshall, to be assisted by the Chief and Assistant Chiefs of the General Services Division; staffs consisting of the BIR Medical Group and Maintenance Group and the Chief of the Internal Security Division. There will be: a) one (1) Floor Marshall and Assistant Floor Marshall; b) firefighting crew; c) evacuation group; and d) physical security force designated and organized in each floor of the National Office Building, DPC Building, RCC Building and the NTC Building.