

REVENUE MEMORANDUM ORDER NO. 3-99 issued January 5, 1999 prescribes the guidelines and procedures in the implementation of TRU Phase I pre-upload validation at the Revenue District Offices (RDOs), in preparation for the rollout of the Registration (REG) System. The pre-upload validation of encoded TRU Phase I will be transferred from the Information Systems Operations Service (ISOS) to the RDO level. Validated records will be sent to ISOS for one-time uploading to the Integrated Tax System (ITS). All suspended records resulting from this upload will have to be resolved by the RDO using the ITS upon rollout. Revenue District Officers who fail to meet the deadline for data entry, validation and suspense resolution activities in the RDO will be charged and punished accordingly for violation of office rules and neglect of duty.