

REVENUE MEMORANDUM ORDER NO. 35-2000 issued August 30, 2000 prescribes the policies and guidelines in classifying Information Technology (IT) equipment as obsolete and/or unserviceable. The Systems Standards and Technology Management Division shall prepare and update (as may be required) the standards/criteria to determine the obsolescence and/or unserviceability of IT equipment and peripherals. Inspection and certification of IT equipment and peripherals as obsolete and/or unserviceable shall be done by the: 1) Head, Computer Operations Network Engineering (CONE) of Revenue Data Centers (RDCs) - for IT equipment and peripherals located in/belonging to the RDC, Revenue Regions and Revenue District Offices; and 2) Chief, Systems Support Division (SSD) - for IT equipment and peripherals located in/belonging to offices within the National Office. The certifications issued by the CONE/SSD on obsolescence and/or unserviceability of IT equipment and peripherals shall be the basis of the Disposal Committee to warrant their disposal.