



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF FINANCE  
**BUREAU OF CUSTOMS**

January 17, 2018

**CUSTOMS MEMORANDUM CIRCULAR**  
NO. 20 - 2018

To: All Deputy Commissioners  
All Directors and Division Chiefs  
All District/Port Collectors  
And Others Concerned

**Subject: DOF Order No. 012-2018/TWG To Implement The Philippine  
Tax Academy Act**

Attached is the Department of Finance Order No. 012-2018, creating the Technical Working Group (TWG) tasked to prepare and facilitate the implementation programs, projects and activities of the Philippine Tax Academy (PTA) established pursuant to R.A. 10143 s. 2010.

For your information and guidance.

For record purposes, please confirm the dissemination of this circular throughout your offices within fifteen (15) days from receipt hereof.

**ISIDRO S LAPEÑA, PhD, CSEE**  
Commissioner



JAN 18 2018

CAC 20-2018 P-2

DPO NO. 012.2018 Creation of Technical Working Group to Implement R.A. 10143 otherwise known as the Philippine Tax Academy Act starting CY 2018

Inbox x



**Central Records**

to Gil, Lourdes, Alvin, Jesus, Renzo, Cherry, BOC, me, BLGF, BLGF, BIR, BIR, celia.k

Sir/Madam :

Pursuant to R.A. 10143 s. 2010 establishing the Philippine Tax Academy (PTA), a TWG is hereby created to prepare and facilitate the implementation of programs, projects and activities of the PTA Act starting CY 2018.

Internal Admin Group  
Received by: VICKY REYES  
Date: 01-10-18  
Time: 1:25

Attached for information is a copy of above-mentioned Order.

Thank you.

Very truly yours,

BUREAU OF CUSTOMS  
Office of the Commissioner  
E18-00050



**CENTRAL RECORDS MANAGEMENT DIVISION**  
**Department of Finance**  
Podium Level, DOF Building,  
BSP Complex, Roxas Boulevard, Manila 1004  
Tel/Fax: 5268470

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18-00739

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Republic of the Philippines  
**DEPARTMENT OF FINANCE**  
Roxas Boulevard Corner Pablo Ocampo, St. Street  
Manila 1004

**DEPARTMENT PERSONNEL ORDER NO. 012.2018**

**SUBJECT: Creation of Technical Working Group to Implement R.A. 10143 otherwise known as the Philippine Tax Academy Act starting CY 2018**

Pursuant to R.A. 10143 s. 2010 establishing the Philippine Tax Academy (PTA), a TWG is hereby created to prepare and facilitate the implementation of programs, projects and activities of the PTA Act starting CY 2018.

**Chairperson: Undersecretary Gil S. Beltran**

Members:

**DOF (Proper)**

- Ma. Lourdes V. Dedal, Director IV, Central Financial Management Office
- Alvin P. Diaz, Director IV, Central Administration Office
- Jesus Nathaniel Gonzales, Director IV, Legal Affairs Office
- Renzo Enrico Blanco, Executive Staff, Office of the Secretary
- Cherry Mae Gonzales, Executive Staff, Office of the Secretary

**Bureau of Customs**

- Gladys F. Rosales, Deputy Commissioner for Internal Administration Group
- Joseph G. Escacio, Chief, Human Resource Management Division
- Lilbeth Bonifacio, Chief, Training Division

**Bureau of Internal Revenue**

- Celia King, Deputy Commissioner for Administrative and Finance
- Benilda M. Caraig, Chief, Training Management Division

**Bureau of Local Government Finance**

- Gerebeth G. Dela Torre, Acting Director for LGU Operations Service
- Atty. Minelba M. Nicolas, Acting Director for Legal Service

**Secretariat**

- Director Ma. Luisa M. Notario
- Atty. Maria Elenita Lizaso
- Maria Carmela P. Romerosa

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The TWG shall perform the following functions in consultation with the concerned bureaus and agencies:

1. Draft the Implementing Rules and Regulations of the PTA Act in consultation with concerned bureaus and agencies and ensure its approval.
2. Design the initial PTA courses, programs and modules to be offered by PTA in 2018, which shall include, among others:
  - a. Basic courses for management trainings and skills upgrading
  - b. Technical aspect of tax and customs collection and administration including local treasury services.
3. Recommend the programs, projects and activities of the PTA for the year 2018 including identification of funding sources to fund the initial programs and activities of the PTA.
4. Coordinate with appropriate government entities and instrumentalities to ensure implementation of the Act.
5. Engage the services of experts to assist in the functions above.

The meeting expenses of the TWG shall be charged against the regular budget of the Department subject to the availability of funds and the usual accounting and auditing rules and regulations.

The TWG shall report to the undersigned on the progress and status of programs, projects and activities of the PTA.

This Order shall take effect immediately and all concerned shall be guided accordingly.

  
CARLOS G. DOMINGUEZ  
Secretary  
JAN 10 2018

