



Bureau of Internal Revenue

Republic of the Philippines

Strategic Management for Tax Training



Bureau of Internal Revenue

Republic of the Philippines

MISSION

“The Bureau of Internal Revenue shall collect internal revenue taxes for the government.”



Bureau of Internal Revenue

Republic of the Philippines

VISION

“The Bureau of Internal Revenue is an institution of service excellence manned by people with integrity and professionalism.”



Bureau of Internal Revenue
Republic of the Philippines



Nine Core Values

- › God-fearing
- › Consistency
- › Competency
- › Innovativeness
- › Accountability
- › Synergy
- › Respect
- › Fairness
- › Transparency



Bureau of Internal Revenue

Republic of the Philippines

Scholarship Program

- a. Local
- b. Foreign

Management and Leadership Program

- a. Supervisory Courses
- b. Mid-level Executive Courses
- * Junior Exec. Development Program

Technical Training Program

- a. General Courses
- b. Advanced Courses
- c. Specialized Courses
- d. Integrated Tax System

Orientation Program

- a. Personnel Orientation
- b. Development Course



Bureau of Internal Revenue
Republic of the Philippines

Orientation Program

1. General Orientation

- a. Personnel Orientation
- b. Seminar on Code of Conduct
- c. Corruption Prevention
- d. Computer Literacy
- e. ITS Orientation

2. Development Courses

- a. Foundational Effectiveness Course
- b. Administrative Assistance
- c. Technical Writing Course



Bureau of Internal Revenue
Republic of the Philippines



Technical and Business Training Program

1. General Course

- a. General Course for Revenue Officers
- b. General Course for Contact Center Agents

2. Advanced Courses

- a. Audit Procedures and Techniques Course
- b. Advanced Collection Course
- c. Advanced Excise Tax Course



Bureau of Internal Revenue

Republic of the Philippines

3. Specialized Courses

- a. Orientation on Legal Action
- b. Seminar on Tax Fraud
- c. Industry Audit Course
- d. Special Issues Course
- e. Taxpayers Service Excellence Workshop
- f. Policy and Planning Service Course
- g. Updates on Supreme Court Rulings and Jurisprudence
- h. Basic BIR Contact Center Training Course

4. Integrated Tax System

- a. Registration System
- b. Returns Processing System
- c. Collection and Bank Reconciliation System
- d. Taxpayers Service Course



Bureau of Internal Revenue
Republic of the Philippines



Management and Leadership Training Program

1. **Supervisory Course (Basic Management Course)**
 2. **Mid-level Executive Course (Middle Managers Course)**
- * **Junior Executive Development Program**



Bureau of Internal Revenue
Republic of the Philippines



Scholarship Program

1. **Local Scholarship Program – Masters Degree Courses**

2. **Foreign-funded Scholarship**
 - a. Japan International Cooperation Agency
 - b. Malaysian Cooperation Technical Program
 - c. Korea International Cooperation Agency
 - d. Netherlands Fellowship Program
 - e. Others



Bureau of Internal Revenue
Republic of the Philippines

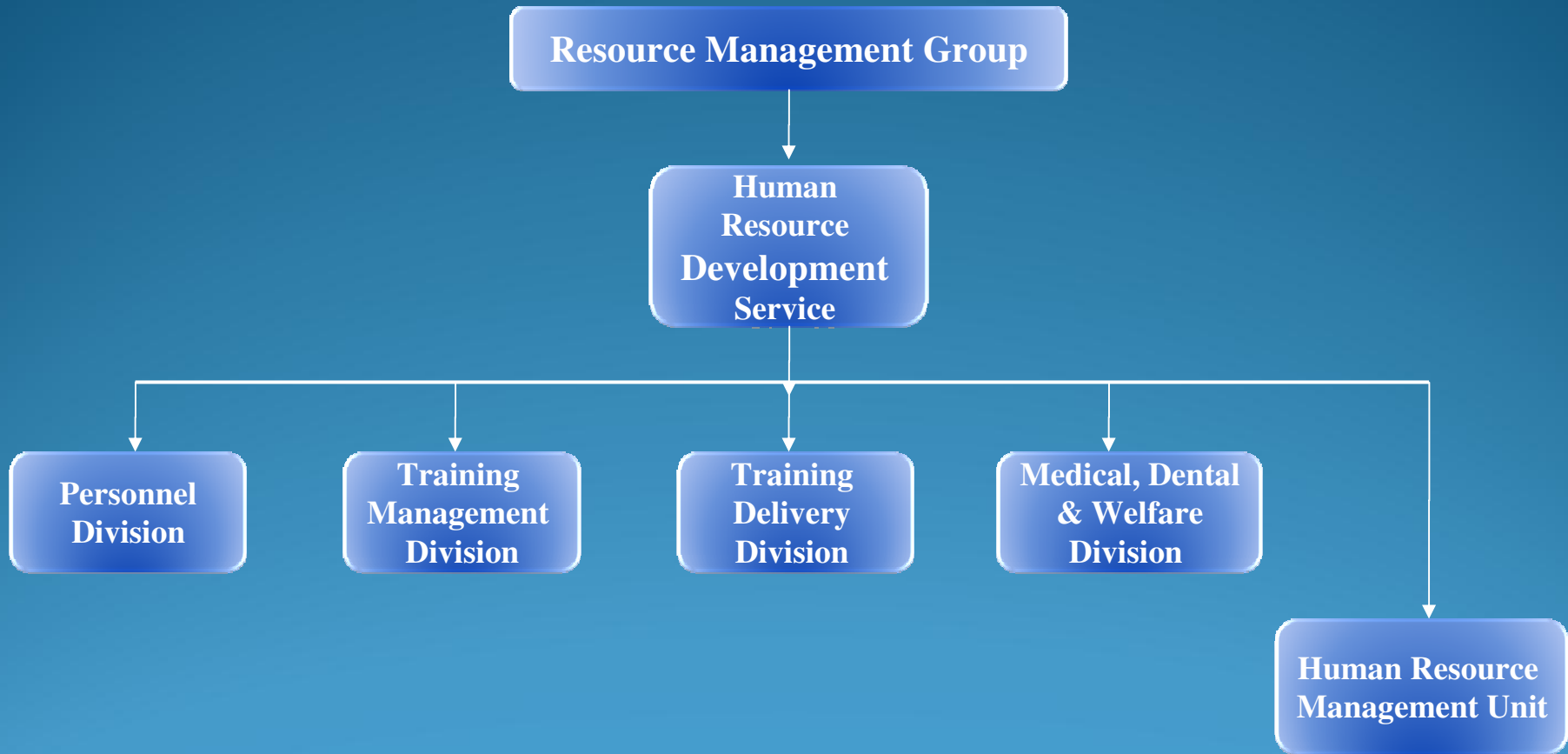
Trainings Conducted Regularly for CY 2008

Training Courses	No. of Conducts	No. of Participants
Orientation Training Programs	2	76
Technical Training Programs	21	176
Supervisory Trainings	2	50
IT Training Programs	136	3,763
Subtotal	161	4,065
Foreign Scholarships/ Seminars/Trainings	14	32
TOTAL	175	4,097



Bureau of Internal Revenue

Republic of the Philippines





Bureau of Internal Revenue
Republic of the Philippines



Training Cycle

Needs Analysis

Training Management Division (TMD)

Training Design

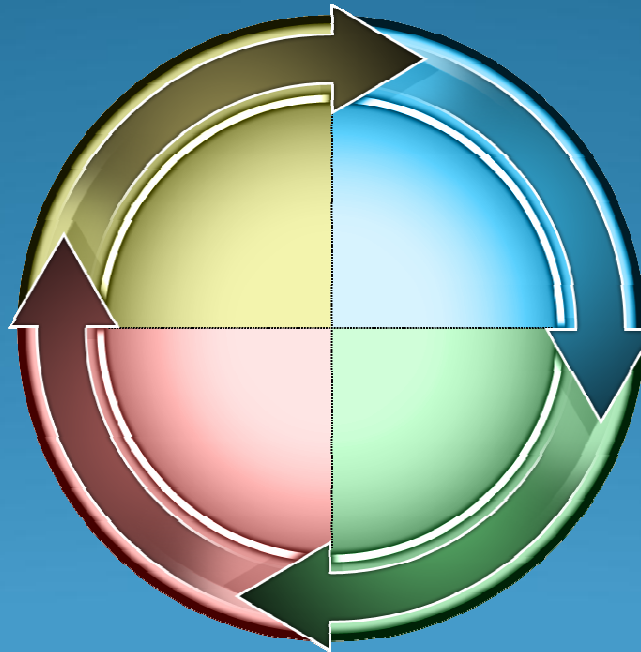
TMD

Training Implementation

Training Delivery Division (TDD),
Human Resource Management Unit (HRMU)

Evaluation

TMD, TDD, HRMUs





Bureau of Internal Revenue

Republic of the Philippines

Presented by:

Leonor S. Villalon-Rogers
Assistant Commissioner
Human Resource Development
Service