

ADVISORY ON ONLINE REGISTRATION AND UPDATE SYSTEM

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NO. 122-2022

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Updating of Registration Information Record
of Taxpayers Who Will Enroll in the Bureau's
Online Registration and Update System

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BUREAU OF INTERNAL REVENUE
REVENUE MEMORANDUM CIRCULAR
NO. 122-2022

ADVISORY

Updating of Registration Information Record of Taxpayers Who Will Enroll in the Bureau's Online Registration and Update System

The Bureau of Internal Revenue will be launching an **Online Registration and Update System (ORUS)** to deliver a convenient, accessible, and fast registration platform for taxpayers.

What is ORUS?	A system that will allow taxpayers to register, update and transact registration-related transactions online
Who can enroll in ORUS?	<ul style="list-style-type: none">➤ Taxpayers who intend to transact online with the BIR thru ORUS; and➤ Taxpayers <u>currently</u> transacting manually for their registration-related transactions
How to avail ORUS?	<ul style="list-style-type: none">➤ Taxpayers shall update their registration records (using the S1905 - Registration Update Sheet), such as:<ul style="list-style-type: none">• email address (taxpayer's official email address); and• contact information.➤ Registered taxpayers shall update their Head Office registration first before updating their branches.➤ In the case of employees, employers shall inform their employees regarding the requirement.
Where to find RUS?	The Registration Update Sheet is available at: <ul style="list-style-type: none">➤ Client Support Service (CSS) of the Revenue District Office (RDO); and➤ BIR's Official Website (www.bir.gov.ph) under the Advisory Section.
Where to submit RUS?	The Registration Update Sheet may be submitted thru e-mail to the concerned RDO where the taxpayer is registered.

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