



Republic of the Philippines
DEPARTMENT OF FINANCE
NATIONAL TAX RESEARCH CENTER

Harbor Centre II
 23rd Street Cor. Delgado Street
 Port Area, Manila



CERTIFICATION OF COMPLIANCE

I, **TRINIDAD A. RODRIGUEZ**, Filipino, of legal age, OIC-Executive Director of the **NATIONAL TAX RESEARCH CENTER**, being responsible and accountable in ensuring compliance with Section 6 of the Anti-Red Tape Act of 2007 and Rule IV of its implementing Rules and Regulations, hereby declare and certify the following truths:

1. The **National Tax Research Center** has established its service standards known as the Citizen's Charter that enumerates the following:
 - a. Vision and Mission of the Agency
 - b. Frontline Services Offered
 - c. Step-by-Step Procedure in Availing of Frontline Services
 - d. Employee Responsible for Each Step
 - e. Time Needed to Complete the Procedure
 - f. Amount of Fees
 - g. Required Documents
 - h. Procedures for Filing of Complaints
 - i. Feedback Mechanism
2. The Citizen's Charter is posted as information billboards in all the service offices of the National Tax Research Center that deliver frontline services;
3. That the Citizen's Charter is positioned at the main entrance of the office or at the most conspicuous place of all the said service offices;
4. The Citizen's Charter written in English is published as an information material;
5. The Citizen's Charter is uploaded in the agency's website and accessible to the public;
6. The Citizen's Charter was first published on November 16, 2012.

This certification is being issued to attest to the accuracy of all the foregoing based on available records and information that can be verified.

IN WITNESS WHEREOF, I have hereunto set my hand this 4th day of February, 2015 in Manila, Philippines.

Trinidad A. Rodriguez
TRINIDAD A. RODRIGUEZ
 OIC – Executive Director

ATTY. AGUSTINE B. CABREDO
 Notary Public for Manila
 Notarial Commission No. 2015-109
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