

MEMORANDUM CIRCULAR

No. _____

Subject: RULES AND REGULATIONS IMPLEMENTING REPUBLIC ACT No. 11202 OTHERWISE KNOWN AS THE "MOBILE NUMBER PORTABILITY ACT"

WHEREAS, Section 24, Article II of the 1987 Philippine Constitution declares that the State recognizes the vital role of communication and information in nation-building;

WHEREAS, Sec. 11 of RA 11202, otherwise known as the "*Mobile Number Portability Act*" provides "*Within ninety (90) days from the effectivity of this Act, the NTC, as the government entity mandated to implement nationwide MNP, shall coordinate with the Department of Information and Communications Technology, the National Privacy Commission, the Philippine Competition Commission, and other concerned agencies, and promulgate rules and regulations and other issuances as may be necessary to ensure the effective implementation of this Act*";

NOW, THEREFORE, pursuant to RA 7925, Executive Order No. 546 series of 1979, and RA11202, after due consideration of the comments, recommendations, and position papers received in the course of the requisite public hearing, the following implementing rules and regulations (IRR) are hereby promulgated:

SECTION 1. Definition of Terms

1.1 As used in this IRR:

- 1.1.1 Public Telecommunications Entity or PTE shall refer to any duly authorized public telecommunications entity that offers voice, short messaging system (SMS or text), mobile data, value added service (VAS), or any other mobile telecommunications services to the public for a fee;
- 1.1.2 Donor Provider shall refer to the mobile service provider to whose network the mobile number belongs at the time the subscriber submits a porting applications;
- 1.1.3 Cutover Period shall refer to the date and time when a subscriber who submitted a porting application will have no mobile telecommunications service while the porting process is being completed;
- 1.1.4 Mobile Number shall refer to the number series assigned by a mobile service provider to its subscribers;
- 1.1.5 Mobile Number Portability or MNP shall refer to the ability of a mobile postpaid or prepaid subscriber, who has no existing financial obligation to the donor provider, to retain an existing mobile number despite having moved from one (1) mobile service provider to another, or to change the type of subscription from postpaid to prepaid or vice versa;
- 1.1.6 Mobile Postpaid Subscriber shall refer to any person, natural or juridical, who avails of the mobile telecommunications service under a prior arrangement with a mobile service provider. The subscriber is billed after the fact, according to the use of mobile telecommunications services at the end of the monthly billing cycle;
- 1.1.7 Mobile Prepaid Subscriber shall refer to any person, natural or juridical, who avail of the mobile telecommunications services from a mobile service provider by purchasing credit in advance of service use. The purchased credit is used to

- pay for mobile telecommunications services at the point the service is accessed or consumed;
- 1.1.8 Mobile Service Provider or MSP shall refer to a public telecommunications entity or a virtual network operator, or any entity that provides mobile telecommunications service to subscribers;
 - 1.1.9 Porting Application shall refer to an application submitted by a subscriber to a mobile service provider to avail of MNP;
 - 1.1.10 Porting Process shall refer to the process by which a donor provider moves a mobile number to a recipient provider or changes the type of subscription from postpaid to prepaid or vice versa. In no case shall the entire porting process take more than forty-eight (48) hours;
 - 1.1.11 Recipient Provider shall refer to the mobile service provider that shall provide mobile telecommunications service to the subscriber after the porting process;
 - 1.1.12 Subscriber shall refer to any person, natural or juridical, who avails of mobile telecommunications service to the subscriber after the porting process;
 - 1.1.13 Virtual Network Operator or VNO shall refer to an entity that offers telecommunications service to the public under its own brand, but utilizes the network of another authorized PTE;
 - 1.1.14 Local Number Portability Database shall refer to the database of all ported mobile numbers maintained by a Mobile Service Provider;
 - 1.1.15 Routing Number shall refer to the code assigned to every Mobile Service Provider for the purpose of implementing Mobile Number Portability;
 - 1.1.16 Mobile Number Portability Service Provider shall refer to the entity that provides mobile number porting services as set out in Section 2 below;
 - 1.1.17 Number Portability Database shall refer to the database maintained by each Mobile Number Portability Service provider in electronic form, holding the details of all ported mobile numbers, including the complete history of all transactions relating to the porting of such numbers;
 - 1.1.18 Hours shall refer to the time reckoned from midnight to midnight and not business hours; and
 - 1.1.19 Commission shall refer to the National Telecommunications Commission.

Sec. 2. Interpretation

- 2.1 Any doubt in the interpretation of this Memorandum Circular shall liberally interpreted in a manner mindful of the rights and interests of the subscriber availing of MNP.

Sec. 3. Mobile Number Portability Service Provider

- 3.1 There shall be one (1) Mobile Number Portability Service Provider (MNPSP) that will provide porting services for the MSPs.
- 3.2 The MNP Provider shall be chosen by the Mobile Service Providers (MSPs) not later than ninety (90) days from the effectivity of this Memorandum Circular.
- 3.3 The MSPs shall equally share the capital expenditure for the software, hardware and other facilities required by the MNPSP.

Sec. 4. Routing Number for MNP

- 4.1 The following routing numbers for MNP shall be assigned:

| Mobile Network Provider | Routing Number |
|----------------------------|----------------|
| Globe Telecom, Inc. | 0587 |
| Smart Communications, Inc. | 0588 |

4.2 Reserved Routing Numbers shall be assigned by the Commission to new MSPs.

Sec. 5. Qualification of Applicants for Mobile Number Portability

5.1 Every subscriber requesting for MNP service shall have the following qualifications:

5.1.1 The subscriber does not have any outstanding payments due to the Donor Provider before the date of application for porting.

5.1.2 Submit proof that the subscriber is the owner of the mobile number.

5.1.2.1 Valid government issued identification card with photograph and signature.

5.1.2.2 Latest billing statement from the donor provider.

5.1.2.3 For prepaid subscribers: (a) SIM card from where the SIM was removed for insertion to the cellphone; (b) Registration of the prepaid SIM in accordance with the requirements of the MSP; (c) Confirmation of the prepaid SIM registration through a One Time Pin (OTP) with ten (10) minutes validity period to confirm the possession of the SIM. Notifications will be sent to the prepaid number (around 5 times in 15 days) informing the subscriber that the number has been registered and to cancel the registration if it is unauthorized. The prepaid SIM can only be ported 15 days after successful registration.

5.2 A period of at least sixty (60) calendar days has expired from the date of activation of his mobile connection in the case of a mobile number not ported earlier; or from the date of activation of his mobile number after its last porting, in the case of a mobile number which has been ported earlier, as the case may be.

5.3 No pending request for change of ownership of the mobile number.

5.4 No prohibition from a court of law for the porting of the subject mobile number.

Sec. 6. Procedure in Applying for Mobile Number Portability

6.1 Procedure in applying for MNP from one mobile network to another:

6.1.1 A subscriber shall apply in writing to the concerned Recipient Provider using a format as may be specified by the Recipient Provider.

6.1.2 The application for porting form specified by the Recipient Provider shall be accompanied by the following.

6.1.2.1 Photocopy of valid Government issued identification card with photograph and signature of the applicant.

6.1.2.2 Statement that (a) the applicant has no pending request for change of the ownership of the mobile number, (b) the porting of the subject mobile number is not prohibited by a court of law, and (c) a period of at least sixty (60) calendar days has expired from the date of activation of the subscriber's mobile connection in the case of a mobile number not ported earlier; or from the date of activation of the subscriber's mobile number after its last porting, in the case of a mobile number which has been ported earlier, as the case may be.

6.1.3 Upon porting of the mobile number, the balance amount, if any, at the time of porting shall be refunded to the subscriber of the ported number.

6.1.3 Upon receipt and acceptance of the application by the Recipient Provider, it shall immediately transmit such application to the MNPS. The MNPS shall, in turn, immediately transmit the application to the Donor Provider. If the Recipient Provider is a virtual network provider (VNO), it shall transmit the same to the host PTE, who shall proceed with the porting process.

- 6.1.4 The Donor Provider shall, within 24 Hours from receipt of notice from the MNPSP shall transmit notice of clearance to the MNPSP. If the Donor Provider is a VNO, it shall get clearance from the host PTE before transmitting the clearance to the MNPSP.
- 6.1.5 The Donor Provider shall, within 24 Hours from receipt of the application form shall notify the MNPSP that applicant has an existing financial obligation with the Donor Provider.
- 6.1.6 The MNPSP notifies the Recipient Provider that the applicant has existing financial obligation with the Donor Provider.
- 6.1.7 The Recipient Provider informs the applicant of applicant's existing financial obligation with the Donor Provider.
- 6.1.8 The Donor Provider shall give the applicant a period of three (3) working days upon receipt of notice to settle the outstanding financial obligation. Upon full payment, the Donor Provider shall immediately transmit clearance to the MNPSP, who in turn, shall immediately transmit the same to the Recipient Provider. If after three (3) working days, the outstanding financial obligation is not settled, the Donor Provider shall notify the MNPSP of nonpayment, who in turn, shall notify the Recipient Provider.
- 6.1.9 The Recipient Provider and the MNPSP shall activate the applicant's ported number within 24 Hours from receipt of clearance from the Donor Provider.
- 6.1.10 The Recipient Provider shall inform the applicant of the activation of the ported number.
- 6.1.11 The porting process shall be completed within 48 Hours from the time of filing of application to the activation of the ported number. The 48-Hour period shall not include the time given to the applicant to settle his/her financial obligation from the Donor Provider.
- 6.1.12 If the applicant is a prepaid subscriber, proof that the individual is the owner of the mobile number shall be submitted.
- 6.1.13 Applications for MNP may be filed by an authorized representative provided that the representative shall bring and submit the following:
 - 6.1.13.1 Authorization duly signed by the applicant and the representative.
 - 6.1.13.2 Duly accomplished application form signed by the applicant.
 - 6.1.13.3 Photocopy of government issued identification cards with photograph and signature of the applicant.
 - 6.1.13.4 Photocopy of government issued identification cards with photograph and signature of the representative.
 - 6.1.13.5 Documents specified in Sec. 6.1.2.2.
- 6.2 Procedure in applying MNP from prepaid service to postpaid service and vice versa within the same mobile network
 - 6.2.1 A subscriber shall apply in writing to the concerned MSP using a format as may be specified by the Mobile Service Provider.
 - 6.2.2 The applicant shall show proof that the subscriber is the owner of the mobile number.

- 6.2.3 The type of service subscription shall be changed from prepaid to postpaid or vice versa within 24 Hours from time of the submission and acceptance of application.

Sec. 7. Obligation of Public Telecommunications Entities

7.1 Every public telecommunications entity (PTE) shall:

- 7.1.1 Facilitate in its entire network, MNP to all subscribers, both pre-paid and post-paid and shall, upon request, provide the same on a nondiscriminatory basis.
- 7.1.2 Provide nationwide MNP to all qualified subscribers free of charge.
- 7.1.3 Provide MNP service to subscribers within the prescribed period as set forth in this MC.
- 7.1.4 Insure that the number porting process for postpaid subscribers is separate from the approval process for new mobile subscription plan from the Recipient Provider.
- 7.1.5 Interconnect directly or indirectly with the infrastructure, facilities, systems, or equipment of other PTEs and not install network features, functions or capabilities that will impede the implementation of the nationwide MNP system.
- 7.1.6 Unlock upon demand and completely free of charge the mobile telephone handset of a subscriber who has requested and has complied with all the requirements for MNP.
- 7.1.7 Facilitate the number porting process of VNOs that it is hosting in its network, in case a subscriber of such entities decides to avail of the MNP, and upon receipt of the application from the VNOs.
- 7.1.8 Provide subscribers complete, relevant, and timely information on MNP including its features, the porting application requirements, the porting process and the cutover period in the porting process.
- 7.1.9 Maintain confidentiality of information obtained by not monitoring or disclosing the contents of any usage transaction, contained within the databases under its control, except to the extent necessary to comply with the provisions of this Act.
- 7.1.10 Adhere to the provisions of RA10173, otherwise known as the "Data Privacy Act of 2012", its IRR and issuances by the National Privacy Commission in the processing or handling of the subscribers' personal data, and provide the necessary safeguards to protect the same in the course of porting activities.

Sec. 8. Obligation of the Recipient Provider

8.1 The Recipient Provider shall:

- 8.1.1 Accept applications for porting provided that all required documents are submitted and the identities of the applicant and representative, if application is filed by a representative, have been confirmed as provided in this Memorandum Circular.
- 8.1.2 Notify immediately upon receipt and acceptance of the application for porting the MNPSP. The MNPSP, upon receipt of the notice from the Recipient Provider, shall immediately notify the Donor Provider of said application.
- 8.1.3 Activate the ported number within 24 Hours from receipt of clearance from the Donor Provider.
- 8.1.4 Require from the applicant the minimum information that is needed to carry out the request for porting to safeguard the privacy of the applicant.
- 8.1.5 Not discriminate subscribers of ported numbers from the other subscribers as to the quality of service.

- 8.1.6 Inform applicant that application is withheld pending the settlement of financial obligation with the Donor Provider within 28 hours from receipt of notice from the Donor Provider.
- 8.1.7 Inform applicant of the rejection of the subscriber's application for porting stating the reason for rejection within 28 Hours from time of receipt and acceptance of application.
- 8.1.8 Pay the MNPSP per port transaction charge for each porting request at agreed rate and period of payment.
- 8.1.9 In case, if after porting of a mobile number to the Recipient Provider's network, there is disconnection of the mobile number, inform the MNPSP of such disconnection and request the MNPSP for reversal of such mobile number to the assignee of the Number Range. If the obligation of the applicant to the Recipient Provider is been settled within sixty (60) calendar days from date of disconnection and the service is reconnected, the Recipient Provider shall inform the MNPSP of the reconnection and request the MNPSP of the reversal of such mobile number to the Recipient Provider.
- 8.1.10 Ensure that the information supplied by its subscribers including subscribers with ported numbers are kept secured and strictly confidential.

Sec. 9. Obligation of the Donor Provider

- 9.1 The Donor Provider shall, within 24 Hours from receipt of a copy of the application for MNP:
 - 9.1.1 Transmit notice of clearance to the MNPSP provided that the applicant does not have any existing financial obligation with the Donor Provider. If the Donor Provider is a VNO, it shall first acquire clearance from the host PTE.
 - 9.1.2 Notify the MNPSP if the applicant has an existing financial obligation with the Donor Provider.
 - 9.1.3 Transmit notice of clearance to the MNPSP upon settlement of the financial obligation by the applicant.
 - 9.1.4 Inform MNPSP that the applicant failed to settle the subscriber's financial obligation after three (3) days from Notice.
- 9.2 The Donor Provider shall continue to provide all telecommunications services covered by the subscription plan for postpaid subscriber-applicant, sufficient prepaid loads for prepaid subscriber-applicant, to the applicant for 44 hours from time of receipt and acceptance of the application for MNP.
- 9.3 The Donor Provider shall not impose conditions and procedures for contract termination or for completion of the porting application which have the effect of serving as disincentive or deterrent against moving to different mobile service provider.
- 9.4 The Donor Provider shall not use the information obtained from porting activities to persuade the subscriber to cancel or delay a porting application.
- 9.5 Transmit to the Recipient Provider, through the MNPSP, information supplied by the applicant when said applicant applied for subscription with the Donor Provider for MNP within 24 Hours from activation of the ported number. Once transmitted to the Recipient Provider, the subscriber information shall be deleted from the database of the Donor Provider.
- 9.6 The Donor Provider shall ensure that information supplied by its subscribers including subscribers with ported numbers are secured kept strictly confidential.
- 9.7 Upon disconnection of a mobile number, the Donor Operator shall refund to the subscriber all amounts due to such subscriber on account of refundable payments or deposits made by such subscriber to the Donor Operator, if any.

- 9.8 The Donor Provider shall maintain list of all mobile numbers ported out by it and all mobile numbers for which porting requests have been rejected by it for at least period of one (1) year from the date of porting or the date of rejection of request.

Sec. 10. Obligation of the Mobile Number Portability Service Provider

- 10.1 The Mobile Number Portability Service Provider (MNPSP) shall:
- 10.1.1 Maintain a number portability database and history of porting requests and ensure that the records are kept secure and confidential.
 - 10.1.2 Upon receipt of the application for MNP,
 - 10.1.2.1 Verify whether any porting request in respect of the same mobile number is already pending and, if verified, shall inform the Recipient Provider who forwarded such request, who shall immediately inform the concerned applicant for MNP. If not, the MNPSP shall transmit the application for MNP to the Donor Provider.
 - 10.1.2.2 Check if the mobile number has been ported less than sixty (60) calendar days from date of last porting and, if so, inform the Recipient Provider that the application cannot be acted upon; if not, the application shall be transmitted to the Donor Provider.
 - 10.1.3 Shall, upon receipt of the clearance for porting from the Donor Provider, immediately transmit copy of the clearance to the Recipient Provider.
 - 10.1.4 Within 24 Hours from receipt of clearance from the Donor Provider shall activate the ported number.
 - 10.1.5 Exert all efforts to facilitate the expeditious porting of mobile numbers through effective coordination with the Donor and Recipient Providers.
 - 10.1.6 Use the records in its database only for the purpose of porting and not for any other purpose.
 - 10.1.7 Upon receipt of information on the disconnection of a ported mobile number, remove the mobile number from its database and restore the mobile number to the assignee of the number range.
 - 10.1.8 Enter into agreement with the MSP. The agreement shall include, among others, the capital expenditure which shall be equally shared by all mobile network operators, per porting transaction charge/fee to be paid by the Recipient Provider, manner of payment, and quality of service.
 - 10.1.9 Allocate the corresponding assigned Routing Number to the ported number in the Number Portability Database and broadcast the updated Location Routing Number along with the ported mobile number to all MSPs who shall update their respective Local Number Portability Database.
 - 10.1.10 On receipt of request for download of Number Portability Database from MSPs other than from new MSP, permit such downloads for an agreed fee.

Sec. 11. Fees and Charges

- 11.1 No fees and charges shall be collected from the MNP applicants and subscribers.
- 11.2 No fees and charges related to the MNP service shall be collected from the mobile service subscribers.
- 11.3 No interconnection fee or charge shall be imposed by any MSP for domestic calls and SMS made by a subscriber.

Sec. 12. Grounds for Rejection of Request for MNP

- 12.1 A request for porting of a mobile number shall be rejected by a Donor Operator on any of the following grounds:

- 12.1.1 The subscriber has an existing financial obligation;
- 12.1.2 The porting request has been made within a period of sixty (60) from the date of activation of a new connection or from date of last porting;
- 12.1.3 A request for change of ownership of the mobile number is under process;
- 12.1.4 Porting of the mobile number has been prohibited by a court, order, by law, and rules and regulations and/or issuances by the Commission.

Sec. 13. Withdrawal of Request for MNP

- 13.1 A subscriber may, within twelve (12) Hours from the submission of application for porting, withdraw such request by informing the Recipient Operator in writing.
- 13.2 To prevent abuse, a subscriber may only withdraw his/her request once a year.
- 13.3 In case the Recipient Operator has already forwarded the porting request to the MNPSP, before receipt of the information regarding withdrawal of the request, it shall inform the MNPSP of the withdrawal of the porting request and the MNPSP shall immediately inform the Donor Operator about the withdrawal of the porting request.

Sec. 14. Dispute Resolution

- 14.1 Dispute between two or more persons ("the parties") regarding any matter under the MNP Chapter shall first be attempted to be resolved by the parties.
- 14.2 The parties may seek resolution of the dispute by the Commission if they cannot or have otherwise failed to reach an agreement to the dispute.
- 14.3 The dispute resolution process shall be:
 - 14.3.1 The party seeking recourse from the Commission for the resolution of the dispute ("the Claimant") shall submit to the Commission and serve on the other party in the dispute ("the Respondent") a notification of dispute. The Notification of Dispute shall include the following:
 - 14.3.1.1 a demand that the dispute be referred to the Commission for resolution;
 - 14.3.1.2 the names and addresses of the parties;
 - 14.3.1.3 a reference to the specific provision of RA 11202, Mobile Number Portability Act, and its Implementing Rules and Regulations, nature of the claim, relief or remedy sought; and
 - 14.3.1.4 proof of previous attempts to resolve the dispute by negotiation between the parties.
 - 14.3.2 Proof of payment to the Commission of filing fee of PHP1,000.00. The Fee paid is non-refundable.
 - 14.3.3 The Commission shall, within seven (7) calendar days from the date of receipt of the Notification of Dispute hold a preliminary inquiry to determine as to whether the claim merits the Commission to convene and resolve the dispute.
 - 14.3.4 The Commission shall convene and resolve the dispute if the Commission is convinced that: (a) an agreement will not be reached between the parties or will not be reached within a reasonable time; (b) the dispute is not trivial, frivolous or vexatious; and (c) the resolution of the dispute would promote the objectives of the MNP Act.
 - 14.3.5 Upon the conclusion of the Preliminary Inquiry, the Commission shall inform the parties in writing of its decision as to whether it will convene to resolve the dispute or not. If not, the process ends.
 - 14.3.6 Within Fourteen (14) days from the date of the receipt of the Notice from the Commission, the Respondent shall submit its Reply.
 - 14.3.7 In reply, the Respondent may make a counterclaim arising out of the same matter.

- 14.3.8 Within Fourteen (14) working days from the date of his receipt of the Respondent's Reply and counterclaim or such other period to be determined by the Commission, the Claimant shall submit his reply to the Counterclaim, if any, to the Commission and shall serve a copy of the same to the Respondent.
- 14.3.9 The parties shall have the burden of proving the facts relied on to support their respective claim or reply/counterclaim.
- 14.3.10 The Commission may, at any time before deciding on the dispute, require relevant individuals to attend before the Commission to respond to queries and/or to give clarifications that the Commission may require. The admissibility, relevance, materiality and weight of any of the information gathered shall be determined by the Commission.
- 14.3.11 The Commission may decide on the dispute based only on the written submissions and evidence presented to it by the parties. In such an instance the Commission shall, where practicable, come to a decision within 30 days from the date of its receipt of the last written submission by the parties.
- 14.3.12 The Commission shall provide the parties with a copy of its decision as soon as practicable.
- 14.3.13 The Commission's decision shall be binding on the parties.
- 14.3.14 Unless otherwise agreed by the parties, the final decision shall be issued within the period of 90 to 150 calendar days from the date of submission of the Notice of Dispute. This period may be extended by the Commission if circumstances so warrant and/or if the Commission deems it fit to do so.
- 14.3.14 The Commission shall conduct the dispute resolution proceedings with a view to expedite the resolution of the dispute. The Commission may instruct parties to attend a preliminary conference and schedule subsequent steps in the proceedings. The Commission may state in advance what evidence would be needed to establish proof of complex facts, exclude or limit irrelevant evidence, and proceed by successive determination of issues, in order to expedite the proceedings.
- 14.3.15 The Commission may take measures to protect trade secrets and confidential information.
- 14.3.16 The Dispute Resolution Proceeding shall be held in the Central Office of the Commission.

Sec. 15. Administrative Fines and Penalties

- 15.1 The Commission upon conclusion of due process shall impose:
 - 15.1.1 A fine of PHP10,000.00 where portability is not performed within the periods allowed under the Act, but delivered by the mobile service provider on or before the complaint under Sec. 13 of this IRR is filed, or delivered after and in accordance with agreements arrived at in mediation under Sec. 13 of this IRR.
 - 15.1.2 A fine of not less than PHP40,000.00 where MNP is unjustly refused even after mediation.
 - 15.1.3 A fine of not less than PHP100,000.00 up to PHP300,000.00 for the second and fourth instance where MNP is unjustly refused even after mediation.
 - 15.1.4 A fine of not less than PHP400,000.00 up to PHP1,000,000.00 and revocation of PTE's franchise to operate for the fifth and subsequent instances where MNP is unjustly refused even after mediation.

- 15.2 In case where the MSP is a VNO, and is proven that it failed to comply with any of its obligations, including delay in the transmission of porting application to its host PTE or unjust refusal to process a MNP application from its subscribers, the same penalties specified in Sec. 14.1 hereof shall apply.
- 15.3 In case it is proven that the host PTE delayed or unjustly refused to process a porting application transmitted by a VNO, the host PTE shall be solidarily liable for such offense and the same penalties specified in Sec. 14.1 hereof shall apply.
- 15.4 Subscribers shall be awarded not more than PHP40,000.00 in damages.

Sec. 16. Repealing Clause

- 16.1 Any circular, order, memoranda or parts thereof inconsistent herewith are deemed repealed or amended accordingly.

Sec. 17. Separability Clause

- 17.1 If any section of part of this MC is held unconstitutional or invalid, the other sections or provisions not otherwise affected shall remain in full force and effect.

Sec. 18. Effectivity Clause

- 18.1 This Circular shall take effect fifteen (15) days after publication in a newspaper of general circulation and three (3) certified true copies furnished the University of the Philippines Law Center.

Quezon City, Philippines.

Done this _____.

GAMALIEL ASIS CORDOBA
Commissioner

EDGARDO V. CABARIOS
Deputy Commissioner

DELILAH F. DELES
Deputy Commissioner