



# SHDA

SUBDIVISION AND HOUSING DEVELOPERS ASSOCIATION

## NEWSLETTER

### FIRB MEMORANDUM CIRCULAR NO. 001-2024



#### ONLINE SUBMISSION OF ANNUAL TAX INCENTIVES REPORT (ATIR) AND ANNUAL BENEFITS REPORT (ABR) THROUGH THE FISCAL INCENTIVES REGISTRATION AND MONITORING SYSTEM (FIRMS)



#### WHAT IS THE PURPOSE OF THE FIRMS FOR RBE AND IPA?

ALL RBES ARE STRONGLY ENCOURAGED TO UTILIZE THE ELECTRONIC ATIR AND ABR SUBMISSION IN FIRMS AS THIS METHOD IS DESIGNED TO ENHANCE EFFICIENCY AND ACCURACY IN THE SUBMISSION PROCESS. FURTHER, THE IPAS ARE GIVEN THE DISCRETION TO MANDATE THE USE OF THE ELECTRONIC ATIR AND ABR FOR THE CURRENT YEAR'S REPORTING CYCLE (COVERING TAXABLE YEAR 2023) BASED ON THE IPA'S ASSESSMENT OF THE READINESS OF THEIR RBES.

#### WHAT ARE THE MODES OF IPA SUBMISSION OF THE CONSOLIDATED ATIR AND ABR?

1. CONSOLIDATED SUBMISSION THROUGH THE NEW MODULE WITHIN FIRMS
2. MANUAL CONSOLIDATION OF REPORTS FOR SUBMISSIONS RECEIVED THROUGH EXCEL ATIR AND ABR TEMPLATE AND EMAILED DIRECTLY TO FIRB SECRETARIAT (FIRBSECRETARIAT@NTRC.GOV.PH)

#### WHAT IS THE FIRMS?

THE FISCAL INCENTIVES REGISTRATION AND MONITORING SYSTEM (FIRMS) IS A DIGITAL DATABASE SYSTEM USED FOR RBES (REGISTERED BUSINESS ENTERPRISES) TO SUBMIT THE ATIR (ANNUAL TAX INCENTIVES REPORT) AND ANNUAL BENEFITS REPORT (ABR) AND THE IPAS (INVESTMENT PROMOTION AGENCIES) TO VALIDATE, CONSOLIDATE, AND TRANSMIT TO THE FIRB THE CONSOLIDATED DATA IN A MACHINE-READABLE FORMAT.

#### WHAT ARE THE MODES OF RBE SUBMISSION OF ATIR AND ABR?

1. ELECTRONIC ATIR AND ABR DATA ENTRY MODULE IN FIRMS
2. UPLOAD OF THE EXCEL ATIR AND ABR TEMPLATE IN THE FIRMS FOR RBES USING FIRB FORM NO. 3000AS

UPON SUCCESSFUL SUBMISSION OF THE ATIR AND ABR, A SYSTEM-GENERATED EMAIL WILL BE SENT TO THE SUBMITTING RBE. THE SYSTEM-GENERATED EMAIL WILL SERVE AS PRELIMINARY CONFIRMATION OF SUBMISSION AND PROOF OF COMPLIANCE PENDING THE FULL VALIDATION BY THE RELEVANT IPA.

#### WHAT IS THE PERIOD OF SUBMISSION?

- ALL RBE AVAILING TAX INCENTIVES- NO LATER THAN 15 MAY 2024
- ALL IPA CONSOLIDATING REPORTS- NO LATER THAN 14 JUNE 2024