



DELTA STATE GOVERNMENT OF NIGERIA

## DELTA STATE BOARD OF INTERNAL REVENUE

HEADQUARTERS: *Office of the Executive Chairman*

Revenue House 105, Airport Road, Warri, Delta State. Tel: 09053964100, 09053964118

Email:- [chairmandbir@yahoo.com](mailto:chairmandbir@yahoo.com), Website:- [www.deltabir.com](http://www.deltabir.com)

Our Ref: IR.6/342

14<sup>th</sup> July, 2020

*All replies to be addressed to:  
The Executive Chairman,  
Board of Internal Revenue*

### CIRCULAR TO:

All Directors,  
All Resident Coordinators,  
All Area Tax Controllers,  
All Heads of Station,  
The State Licensing Officer,  
Commissioners of Stamp Duties, Asaba/Warri  
All Heads of Unit

### RE: GUIDELINES ON IMPLEMENTATION OF COVID-19 PALLIATIVE MEASURE

Sequel to the Public Notice on Covid-19 Palliative Measures and Circular No.: IR.6/Vol. II/341 dated 4<sup>th</sup> June, 2020, it has become imperative to make further clarifications on the earlier guidelines issued for a more effective implementation of the measures put in place by the State Government to cushion the negative impact of the Corona Virus (Covid-19) pandemic on businesses in Delta State:

- i. Heads of Stations (Large Tax, PAYE and Tax Offices) are to sensitize Owners of Private Primary and Secondary Schools, Eateries, Hotels and Hospitals within their tax districts to fully take advantage of the palliative measures by submitting their acceptance in writing within the stipulated period. To this end, a **Covid-19 Help Desk** should be established for effective sensitization of the taxpayers and to receive/collate all letters of acceptance for onward transmission to the office of the Executive Chairman for further necessary action.
- ii. The year 2019 Annual Tax Returns (Employees and Self-Employed Persons) filed after 31<sup>st</sup> January, 2020 and 30<sup>th</sup> March 2020 respectively are not to be charged the statutory penalty of ₦500,000.00 and ₦50,000.00 respectively for late filing. The record of defaulters to be granted waiver in line with the approved Covid-19 palliatives should be collated and forwarded to the Office of the Executive Chairman for further necessary action.
- iii. You are to ensure that interest and penalties are excluded from assessments carried out on Private Primary and Secondary Schools, Eateries, Hotels, Hospitals, etc within your tax districts in line with the palliative measures to cushion the adverse effect of Covid-19 on these categories

**Branch Offices**

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of taxpayers in the state with established tax liabilities covering the period 2011-2019. The taxpayers should be granted opportunity to defray the revised liabilities in installments in a bid to ease the burden occasioned by the pandemic.

iv. In the event that there are individuals or businesses that are not satisfied with the palliatives granted, such objections/complaints should be channeled to the office of the Executive Chairman in writing or through the following contact: [chairmandbir@yahoo.com](mailto:chairmandbir@yahoo.com) or call 09053964100, 09053964118, 09053964120 to enable the Service address such issues immediately through the instrumentality of the Tax Audit Review Committee (TARC) saddled with this responsibility of resolving all objections/complaints emanating from implementation of the Covid-19 palliatives.

2. Kindly bring the content of this circular to the attention of all staff for guidance and strict compliance, please.




**Ojeh, F. N.**  
Director of Operations  
for: Executive Chairman


① O/c Open Registry

Pls despatch to the relevant offices.

② DO

 DO  
4/7/2020

Action taken as directed  
- find attached the evidence  
of dispatch, pls

HD@W  
Fyn, pls.  


Ojeh  
24/8/2020



REF. IR-6/342

**BOARD OF INTERNAL REVENUE**

SUBJECT MATTER: RE: GUIDELINES ON IMPLEMENTATION OF COVID-19 PALLIATIVE MEASURE

S/NO.	OFFICE	LOCATION	NAME OF RECEIVER	DATE
1	EXECUTIVE CHAIRMAN	HEADQUARTERS	Chabba C.	15/7/2020
2	MEMBER (DELTA CENTRAL)		Glora Akubor	15/7/2020
3	MEMBER (DELTA NORTH)		DANIEL	15/7/2020
4	MEMBER (DELTA SOUTH)		Ete	15/7/2020
5	BOARD SECRETARY		Chineye	15-7-2020
6	DIRECTOR OF OPERATIONS		Omolan Bunu	15/7/2020
7	DIRECTOR OF OTHER REVENUE		Akwonwunprehu	15/7/2020
8	DIR. OF ENFORCEMENT/COMP.		Victor	15/7/2020
9	DIR. OF CORP. DEVELOPMENT		Amasieomo Shun	15/7/2020
10	DIRECTOR OF ADMIN.		O. Anne	15/7/2020
11	DIRECTOR OF FIN./ACCOUNTS		Gela Roseline	15-7-2020
12	DIR. CHAIRMAN'S OFFICE			15-7-2020
13	HEAD, PUBLIC SECTOR AND LGA COUNCIL UNIT		Alpho Akubor	15/7/2020
14	HEAD, ICT UNIT		Molay	15/7/2020
15	HEAD, EXECUTIVE CHAIRMAN'S INTERNAL MONITORING TEAM		ORHOMA MUNDAY	15/07/2020
16	RC DELTA CENTRAL	UGHELLI	Okunakpe H	13/8/20
17	RC DELTA NORTH	ASABA	N/A	
18	RC DELTA SOUTH	WARRI	N/A	
19	AREA TAX CONTROLLER	EFFURUN	Gabriel	24/7/2020
20	AREA TAX CONTROLLER	ASABA	Okololise Cletus	15/7/20
21	AREA TAX CONTROLLER	UGHELLI	BENEF C. IASSO	15/7/2020
22	AREA TAX CONTROLLER	SAPELE		
23	AREA TAX CONTROLLER	WARRI	Chibiri Slahi	24/8/2020
24	AREA TAX CONTROLLER	AGBOR		9/8/2020
25	PRO	HEADQUARTERS	John Emoghia, P.S	
26	AUDITOR		Ufoma	4/8/2020
27	LARGE TAX OFFICE (WARRI)		Better Cash	15/7/2020
28	LARGE TAX OFFICE (ASABA)		Okololise Cletus	15/7/2020
29	SLO			
30	STAMP DUTIES	ASABA	Okololise Cletus	15/7/2020
31	STAMP DUTIES	WARRI	Emly Onyiahwe	15/7/2020
32	PAYE OFFICE	ASABA		
33	MLO	ASABA		
34	TAX OFFICE	ASABA		
35	CHAIRMAN OFFICE ANNEX	ASABA		
36	ADMIN OFFICE	ASABA		

S/NO.	OFFICE	LOCATION	NAME OF RECEIVER	DATE
37	PAYE OFFICE	WARRI	Emily Onyiah	15/7/2020
38	TAX OFFICE	WARRI	Emily Onyiah	15/7/2020
39	MLO	WARRI		
40	PAYE OFFICE	UGHELLI	Joh. O. Okeke	19/8/2020
41	TAX OFFICE	UGHELLI	of Harcourt	15/8/20
42	MLO	UGHELLI		
43	PAYE OFFICE	SAPELE		
44	TAX OFFICE	SAPELE	Better Cash	15/7/2020
45	MLO	SAPELE		
46	PAYE OFFICE	EFFURUN	Grace	24/7/2020
47	TAX OFFICE	EFFURUN	Grace	24/7/2020
48	MLO	EFFURUN	Grace	24/7/2020
49	TAX OFFICE	OLEH		
50	MLO	OLEH		
51	TAX OFFICE	OZORO	Gab	15/7/2020
52	MLO	OZORO	Gab	15/7/2020
53	TAX OFFICE	KWALE	Frank	15/7/2020
54	MLO	KWALE	Frank	15/7/2020
55	TAX OFFICE	AGBOR	Frank	15/7/2020
56	MLO	AGBOR	Frank	15/7/2020
57	TAX OFFICE	OWA-OYIBU	Chuks	4/8/20
58	MLO	OWA-OYIBU	Chuks	4/8/20
59	TAX OFFICE	OGWASHI-UKU		
60	MLO	OGWASHI-UKU		
61	TAX/MLO	ISSELE-UKU		
62	TAX/MLO	OBIARUKU	Aladin	21/8/2020
63	TAX/MLO	OREROKPE	Jim J. O.	20/8/2020
64	TAX/MLO	KOKO	John Terry	04/8/20
65	TAX/MLO	OGHARA		
66	TAX/MLO	OTU-JEREMI	Rose-De	22/7/20
67	TAX/MLO	ISIKOLO		
68	TAX/MLO	BOMADI	Grace	12/8/20
69	TAX OFFICE	BURUTU	Nel. Syle. E	15/7/2020
70	MLO	BURUTU	Dydwade Martins	25/7/2020
71	TAX	PATANI		
72	MLO	PATANI	Henry	23/7/2020
73	TAX/MLO	ABOH	Henry	23/7/2020
74	MLO	OTOR-UDU		
75	TAX OFFICE	UDU	Blay	15/7/2020

S/NO.	OFFICE	LOCATION	NAME OF RECEIVER	DATE
76	TAX /MLO	AKWUKWU-IGBO	} Henry Ezenwa	23/11/2020
77	MLO	OGBE-IJOH		
78	LIAISON OFFICE	LAGOS		
79	LIAISON OFFICE	ABUJA		