GRANTING AUTHORITY TO CALAMBA DISTRICT OFFICE TO ACCEPT NEW DRIVER'S LICENSE APPLICATIONS

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In the best interest of the service, authority is hereby granted to LTO Calamba District Office to accept new driver's license applications and shall use D22 as its Licensing Code.

However, in line with the implementation of ISO 9001:2008 and the effort of this Office to produce quality drivers, the following conditions/measures must be complied with by Calamba District Office prior to acceptance of new driver's license applications.

1. It has an adequate number of qualified/competent personnel to cope with the volume of new license applications without affecting to the desired level of service for other transactions.
2. That the Automated Driver's License Examination System (ADLES) has been installed with corresponding workstations.
3. It has the necessary office space and facilities for the conduct of written and practical examinations and maintenance of records.
4. It has established control mechanism on the issuance of new licenses.

For strict compliance.

Adopted: 27 January 2012

(SGD.) VIRGINA P. TORRES
Assistant Secretary

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