NATIONAL ADMINISTRATIVE REGISTER · SEPTEMBER 24, 2005

REQUEST FOR SYSTEM UPDATE -FORM A

LTO MEMORANDUM, September 24, 2005

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In the best interest of the service and to ensure that proper evaluation is being done on the supporting documents for the Request for System Update (RSU), FORM A of RSU is hereby revised to include "supporting documents were evaluated and found to be in order by the evaluator". Likewise, the LTO employee recommending for the RSU should certify that the documents are correct before forwarding the RSU and the supporting documents to the approving officer.

Attached for your information and guidance is FORM A[*] of the RSU.

For strict compliance.

Adopted: 24 Sept. 2005

(SGD.) ANNELI R. LONTOC
Assistant Secretary

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[*] Text Available at Office of the National Administrative Register, U.P. Law Complex, Diliman, Quezon City.

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