REITERATION OF THE MEMORANDUM CIRCULAR NO. AVT-2014-1900 (WORK-AROUND PROCEDURE IN THE PROCESSING OF LETAS TRANSACTIONS RELATIVE TO THE IMPLEMENTATION OF DOTC JOINT ADMINISTRATI...

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It has been observed from the Stradcom's Motor Vehicle Verification System that there are LTO Offices, which do not follow faithfully the provisions of Memorandum Circular No. AVT-2014-1900. Likewise, it appears that some offices allow the release of impounded motor vehicles upon payment of the fines imposed, even if the accessory penalty of impounding for three (3) months for colorum operation has not yet been complied.

In view thereof, all concerned officials and employees are reminded and hereby directed to faithfully comply with the provisions of Memorandum Circular No.

AVT-2014-1900 (Re: Work-around Procedure in the Processing of LETAS Transactions Relative to the Implementation of DOTC Joint Administrative Order No. 2014-01) particularly the following, but not limited hereto, to wit:

> "3. All apprehensions submitted from 8:00 a.m. - 12:00 noon shall be encoded in the afternoon while those submitted from 5:00 p.m. onwards shall be encoded in the morning of the following day, i.e. from
> 8:00 a.m. - 12:00 noon. xxx
>
> 4. All apprehensions shall be encoded under the "Apprehension Data
> Entry" tab. xxx
>
> Violations in connection with franchise shall likewise be encoded under the "Alarm Data Entry" tab portion prior to adjudication.
>
> a. In the Alarm Summary the following shall be indicated as:
> 1. TOP Number
> 2. Date of Apprehension
> 3. Violation
> Example: Overcharging/Undercharging of fare (2nd Offense)
> - MV Impounded for thirty (30) days
> 4. Confiscated Item
> Example: MV
> 5. Apprehending Officer

11. For violation with accessory penalty, the driver/operator shall comply with the said penalty prior to the release of the confiscated item/s.

> a. After the accessory penalty has been served/complied, violator shall return to LETAS Releasing Unit (C.O.)

/ Operations Division (R.O.), present the OR and other pertinent documents as basis for the release of the confiscated item/s.

Note: Suspension of DL / Impoundment of motor vehicle shall commence upon payment of fines/penalties”

b. The LETAS Releasing Unit/Operations Division shall likewise update the status o Alarm and update the REMARKS/SOURCE “PAID under OR No. (OR No.)”

Non-compliance with this Circular by any official or employee shall be a ground for administrative disciplinary action in accordance with the rules and regulations of the Civil Service Commission and all other existing laws.

For strict and immediate compliance.

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Assistant Secretary

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