NATIONAL ADMINISTRATIVE REGISTER · JULY 21, 1995

ADMINISTRATIVE ORDER NO. 95-001 RE ISSUANCE OF DIFFERENT PLATE NUMBERS TO MOTOR VEHICLES WHOSE CLASSIFICATION IS CHANGED FROM “PRIVATE” TO “FOR HIRE”, AND THE TRANSFER OF SURREN...

LTO MEMORANDUM, July 21, 1995

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Hereto appended is a certified copy of Administrative Order No. 95-001 on the "Issuance of Different Plate Numbers to Motor Vehicles Whose Classification is Changed from "Private" to "For Hire", and the Transfer of Surrendered Number Plates to Other Private Motor Vehicles", for your information and guidance.

You are directed to disseminated the contents of the said Order to the transacting public and to the LTO officials/employees concerned and acquaint/brief them for their proper guidance in its implementation. As regards the surrendered private number plates referred to in the second sentence of Section 1 thereof, please be clarified that said surrendered number plates must be returned to Central Office, Plate Section for mutilation by PMP instead, to obviate confusion in the accounting and recording of the same plate number if re-issued.

Please be advised that said Administrative Order shall take effect on August 15, 1995 after compliance with the provisions of Section 6 thereof.

You are finally directed to comply strictly with the procedures and accounting/recording systems therein prescribed.

For compliance.

Adopted: 21 July 1995

(SGD.) MANUEL F. BRUAN
Brig. Gen. AFP (Ret)
Assistant Secretary

Administrative Order No. 95-001

Issuance of Different Plate Numbers to Motor Vehicles Whose Classification is Changed from "Private" to "For Hire", and the Transfer of Surrendered Number Plates to Other Private Motor Vehicles

A great number of "for hire" motor vehicle plates manufactured in 1981 to implement Batas Pambansa Blg. 43 and the Staggered Registration Rule, has remained unissued up to the present. While these number plates are available, some registered "for hire" motor vehicles, particularly those whose classification was changed from "private" to "for hire" (hereinafter referred to as "converted motor vehicles") have not been issued number plates. This is due to the practice of issuing to converted motor vehicles, number plates bearing letters and numbers that are the same as their "private" plate numbers.

In order not to waste government resources and to effect optimum and effective use thereof, the following guidelines are hereby prescribed to govern the transfer of surrendered private number plates to other motor

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vehicles, and the issuance of available unissued "for hire" number plates to converted motor vehicles, pursuant to and consistent with Batas Pambansa Blg. 43 and R.A. No. 4136 as amended.

SECTION 1. Transfer of Surrendered Private Number Plates - The number plates of motor vehicles whose classification is changed from "private" to "for hire" (converted motor vehicles) shall be surrendered to the LTO office or agency where the converted motor vehicles are to be registered. Said surrendered private number plates may be issued and transferred to originally registered private number vehicles.

SECTION 2. Issuance of "For Hire" Number Plates - As the surrender of the private number plates to the registering LTO office or agency renders the converted motor vehicles without number plates, said motor vehicles, now classified as "for hire", shall be issued the appropriate "for hire" plates with letters and number different from their former number plates. For this purpose, any "for hire" number plates available in the registering office or agency shall be issued.

As far as possible "for hire" plates issued to a converted motor vehicle shall bear a number whose last digit coincides with the month of registration. If there are no such number plates, any available number plates shall be issued nonetheless. In no case shall the issuance of "for hire" number plates to duly registered "for hire" motor vehicles be deferred or postponed.

SECTION 3. Recording of Transactions - All transactions involving change of classification shall be duly recorded in a logbook, indicating therein the surrendered "private" plate number, the issued "for hire" plate number, file number, motor and chassis numbers of the motor vehicle, and the name and address of the owner. If the surrendered "private" number plates are issued or transferred to another private motor vehicle, the motor and chassis numbers of said private motor vehicle, the name and owner and his address shall likewise be recorded in the same logbook.

A separate logbook to record the issuance of surrendered "private" number plates shall likewise be maintained. The motor and chassis numbers of the motor vehicle to which the number plates were issued or transferred, the file number, the name and address of the owner shall be indicated in said logbook.

The Certificate of Registration (CR) and the Official Receipt of the converted motor vehicle shall show on their faces the "for hire" plate number and the "private" plate number. The "private" plate number shall be enclosed in parenthesis.

The CR and OR of the motor vehicle to which the surrendered number plates are issued shall show on their faces the plate number and the letters SR to indicate that the number plates issued are surrendered number plates.

SECTION 4. Inventory of Unissued "For Hire" Motor Vehicle Number Plates - The Regional Offices shall forthwith conduct a physical inventory of all unissued "for hire" motor vehicle number plates, and within one month from the date of effectivity hereof, cause the equitable allocation and distribution thereof to their respective district offices. Appropriate recording and documentation of the inventory, allocation and distribution shall be done in accordance with accounting and auditing rules and regulations. All Regional Offices shall submit to the LTO Assistant Secretary copies of the inventory and reports on the allocation and distribution of the number plates within two (2) months from the effectivity hereof.

SECTION 5. Amendatory Clause - All orders, memoranda, and other issuances inconsistent herewith are hereby superseded, amended or modified accordingly.

SECTION 6. Effectivity - This Administrative Order shall take effect fifteen (15) days after the filing of copies thereof with the Office of the National Administrative Register, and the publication thereof in a newspaper of

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general circulation once a week for three (3) consecutive weeks.

For strict compliance.

Adopted: 3 July 1995

(SGD.) MANUEL F. BRUAN
Brig. Gen. AFP (Ret.)
Assistant Secretary

Approved:

(SGD.) JESUS B. GARCIA, JR.
Secretary

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