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CLARIFICATION ON THE POLICY ON APPROVAL AND ISSUANCE OF DEPUTATIONS AND DOCUMENTS TO SERVE AS SOURCE OF AUTHORITY OF DEPUTIES

LTO MEMORANDUM, September 15, 2009

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To clarify once and for all the queries raised by all concerned that deputations have been cancelled and as a result of which law enforcement and revenue collection therefrom has been adversely affected, the following are hereby issued:

- All that each Regional Director has to initially submit are: 1) the lists of those recommended for deputation, plus 2) a certification that those in the list are government employees included among those enumerated in the guidelines for deputation.

- Approval of deputations shall be done by the issuance of a Memorandum containing the names of the deputized Law Enforcers;

- Immediately thereafter, the Memorandum shall be transmitted by facsimile to the Regional Office concerned, followed by the mailing of the original or certified true copy of the same;

- Pending the issuance of Deputation Tags, the approved Memorandum shall officially serve as basis for the deputized Law Enforcers to function accordingly;

- The Regional Directors shall provide photocopies of the approved Memorandum to each deputized Law Enforcer which shall be surrendered upon the issuance of the deputation tags.

- In case of disqualification of a deputy, the deputation issued shall be cancelled.

To ensure that there will be no vacuum in the implementation of the Law Enforcement mandate of the Land Transportation Office (LTO), the foregoing procedures shall be strictly followed. The Deputation Committee is directed to act with immediate dispatch on all applications for deputation and submit for signature of the undersigned the final draft of the Memorandum approving the deputation of Law Enforcers within one (1) day from receipt thereof.

For strict compliance.

Adopted: 15 Sept. 2009

(SGD.) ARTURO C. LOMIBAO
Assistant Secretary

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