



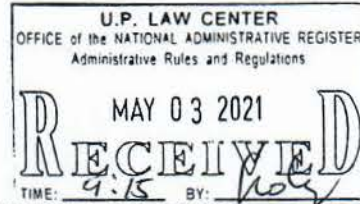
REPUBLIC OF THE PHILIPPINES  
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MEMORANDUM CIRCULAR NO. 2021-2260

TO : All Service Directors  
All Regional Directors  
All Assistant Regional Directors  
All Regional Operations Chiefs  
All Employees Concerned



DATE : 12 April 2021

SUBJECT : EXTENDED VALIDITY OF TEMPORARY OPERATOR'S PERMIT (TOP) IN NCR PLUS AND OTHER IDENTIFIED AREAS

This is with reference to the declaration placing the provinces of Bulacan, Cavite, Laguna, the City of Santiago in Isabela, Quirino Province, Abra in the Cordillera Administrative Region and Rizal together with the highly urbanized cities of the National Capital Region, and the municipality of Pateros under Modified Enhanced Community Quarantine (MECQ) from April 12-30, 2021 due to the COVID-19 pandemic.

To strictly implement the observance of social distancing and other health and sanitary protocols to protect the health and safety of our employees, as well as our clients, it is hereby directed that the validity and settlement of all issued Temporary Operator's Permits (TOP) in the above-stated sites which expired or will expire from March 15 to April 30, 2021 be extended, as follows:

TOP EXPIRY DATE (within 72 hours from date of apprehension)	EXTENDED VALIDITY	PERIOD WITHIN WHICH TO SETTLE THE APPREHENSION
March 15-31, 2021	Up to May 3, 2021	May 3-14, 2021
April 1-15, 2021	Up to May 17, 2021	May 17-28, 2021
April 16-30, 2021	Up to May 31, 2021	May 31 – June 11, 2021

The described TOP is **expired after the date of the extended validity for purposes of operating a motor vehicle**. Thus, an apprehended driver is no longer authorized to operate a motor vehicle beyond the date of the extended validity as shown above.

The apprehended driver, however, may **settle** the said apprehension within the period provided above **WITHOUT IMPOSITION OF ADDITIONAL ACCESSORY PENALTY FOR LATE SETTLEMENT**. This is to ensure that the apprehended drivers who visit our offices for settlement are spread out within the said period, thereby complying with protocols on social distancing, among others.

All memoranda, orders, circulars, and other issuances in conflict herewith are hereby revised or superseded accordingly.

For your guidance and strict compliance.

EDGAR C. SALVANTE  
Assistant Secretary

