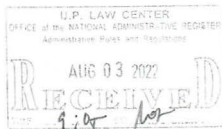
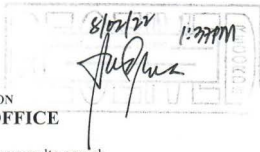




REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
LAND TRANSPORTATION OFFICE

East Avenue, Quezon City

E-mail Address: ltomailbox@lto.gov.ph • Website: www.lto.gov.ph



MEMORANDUM CIRCULAR NO. 2022-2341

TO : All Regional Directors
All Assistant Regional Directors
All Division Heads of the Central Office and Regional Offices
All Heads of District/Extension Offices
All Regional Accreditation Committee members
All Employees Concerned
All LTO-Accredited Driving Schools

DATE : 2 August 2022

SUBJECT : ELECTRONIC SUBMISSION OF THEORETICAL DRIVING COURSE
AND PRACTICAL DRIVING COURSE CERTIFICATES

To ensure that TDC and PDC certificates are properly and electronically submitted to the LTO, all LTO-Accredited Driving Schools are hereby required to electronically transmit their issued training certificates through the LTO Automated Certification and Education for Student Drivers (LTO ACES) Facility. The LTO ACES shall be used by our LTO Evaluators to check for authenticated and electronically transmitted TDC and PDC prior to processing of Student Permit and Driver's License transactions. The same facility shall be used to generate the reports necessary for compliance monitoring.

All those in violation of this memorandum circular shall be penalized as stipulated in LTO Memorandum Circular 2021-2284 dated September 16, 2022 with the subject, "*Revised Rules and Regulations on the Accreditation, Supervision, and Control of Driving Institutions, and the*

Standardization of Driver Education", amended accordingly to be made applicable to the LTO-IT Build-Own-Operate Project's systems and/or Driver's Licensing System, as the case may be.

All orders/memoranda inconsistent herewith are hereby repealed accordingly.

For strict and immediate compliance.


ATTY. TEOFILO E. GUADIZ III, CESO V
Assistant Secretary

