



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
LAND TRANSPORTATION OFFICE

East Avenue, Quezon City

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

MEMORANDUM CIRCULAR NO. 2020-2187
27 May 2020

**TO: NCR-East Regional and Assistant Regional Directors
NCR-West Regional and Assistant Regional Directors
Region III Regional and Assistant Regional Directors
Region IV-A Regional and Assistant Regional Directors
REGION VII Regional and Assistant Regional Directors
All Officials and Personnel of the Central Office
All Concerned**

**SUBJECT: WORK RESUMPTION IN CO, NCR, REGIONS 3, 4A AND 7 (EXCEPT
CEBU CITY) STARTING 01 JUNE 2020**

The Office of the President has announced that NCR, Laguna, and all other areas in Region 3 shall now transition to General Community Quarantine (GCQ) effective 01 June 2020. Cebu City, however, remains to be under MECQ.

In this connection, subject personnel, except for offices located in Cebu City, are hereby directed to report to work on 01 June 2020 to conduct disinfection of all their offices on the first two (2) days upon such resumption of work, and to process transactions with our clients starting on 03 June 2020.

Finally, all Regional Directors and Division Chiefs shall ensure that all personnel and clients are advised of the health/sanitary protocols enumerated under LTO Memorandum Circular No. 2020-2183 dated 09 May 2020.

For strict compliance.


EDGAR C. GALVANTE
Assistant Secretary



All other provisions of the said Office Protocol, including our health and sanitary protocols shall be strictly observed.

This order shall take effect immediately.

For strict compliance.


EDGAR C. GALVANTE
Assistant Secretary





REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
LAND TRANSPORTATION OFFICE

East Avenue, Quezon City
E-mail Address: lto@mailbox@lto.gov.ph • Website: www.lto.gov.ph

MEMORANDUM CIRCULAR NO. 2020-2188

TO : All Regional Directors
All Assistant Regional Directors
All Heads of District /Extension Offices
All Heads of Licensing Centers
All Concerned

DATE : 29 May 2020

SUBJECT : **OFFICE PROTOCOL FOR AREAS WITH WORK RESUMPTION ORDER ON 01 JUNE 2020**

The Office Protocol for Work Resumption dated 09 May 2020, particularly paragraph IV, is hereby revised for the following areas, considering their work resumption on 01 June 2020:

1. NCR
2. Laguna
3. Region 3

IV. EXTENSION OF VALIDITY AND OTHER MATTERS

1. REGISTRATION - *The validity of renewal registration of motor vehicles which expired on 01 March 2020 and until the date of work resumption shall be automatically extended for sixty (60) calendar days from such work resumption. To avoid congestion at LTO offices and to ensure orderly processing of transactions, priority shall be given to those mentioned in the following schedule:*

LAST DIGIT OF: a. PLATE NUMBER; OR b. IF NO PLATE YET: b.1. CONDUCTION STICKER; b.2. MONTH OF INITIAL REGISTRATION (SEE OR) – for motorcycles, rebuilt and used imported vehicles	PRIORITY PERIOD DURING THE 60 DAY EXTENSION (COUNTED FROM WORK RESUMPTION)
3 or MARCH	1 st and 2 nd week
4 or APRIL	3 rd and 4 th week
5 or MAY	5 th and 6 th week
6 or JUNE	7 th and 8 th week