



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

06/01/22 9:13 am
Jayne

MEMORANDUM

30 May 2022

TO : All Regional Directors/Assistant Regional Directors
Heads of District/Extension Offices
New Registration Units/This Office

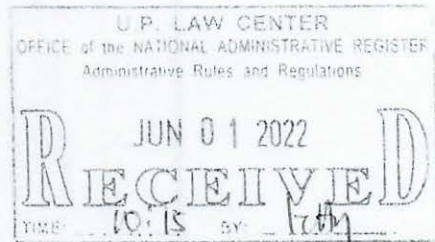
SUBJECT : Implementation of the LTMS in LTO New Registration Units

Attached are the Memoranda to our stakeholders relative to the rollout to selected regions of the LTMS New Registration Module.

The first Memorandum should be forwarded to the various manufacturers, assemblers importers and rebuilders in your respective Regions. The second Memorandum should be forwarded to the various motor vehicle and motorcycle dealers in your respective Regions.

For your strict compliance.

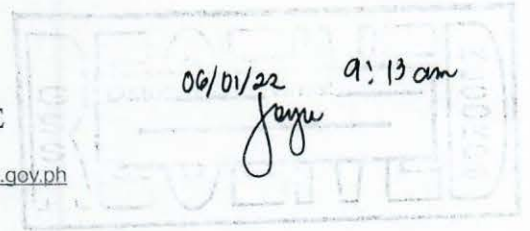
Edgar C. Galvante
EDGAR C. GALVANTE
Assistant Secretary





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MEMORANDUM
30 May 2022

TO : All Motor Vehicle and Motorcycle Manufacturers, Assemblers, Importers and Rebuilders

SUBJECT : IMPLEMENTATION OF THE LTMS IN LTO NEW REGISTRATION UNITS

This is to inform everyone that the Land Transportation Management System - New Registration Module will be implemented in selected LTO New Registration Units (LTO-NRUs) in accordance with the following schedule:

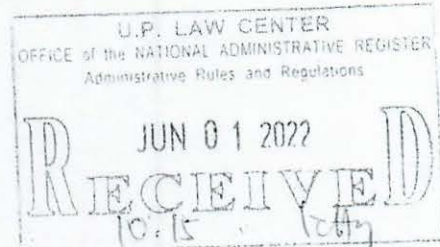
COVERAGE	START DATE
National Capital Region (NCR) East and West	June 13, 2022
Region 3 and Region 4A	June 20, 2022

In this regard, we request everyone to send to these email address, mid-centraloffice@lto.gov.ph and nru.implem@lto.gov.ph, copies of unsold Certificate of Stock Reports (CSR) preferably in excel files from January 2022 up to the present day on or before June 10, 2022.

In addition, training will be conducted by MID - Dermalog on the use of the LTMS Stock Reporting Module on Thursday, June 7, 2022 in two (2) sessions: 10 AM – 12NN and 3 PM – 5 PM for NCR based manufacturers, assemblers and importers as well as on Thursday, June 14, 2022 in two (2) sessions: 10 AM – 12NN and 3 PM – 5 PM for Region 3 and Region 4A based manufacturers, assemblers and importers.

Please be guided accordingly.

Edgar C. Galvante
EDGAR C. GALVANTE
Assistant Secretary

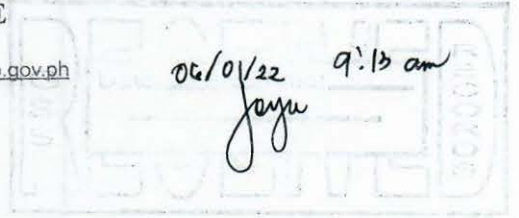


CC: Regional Directors
Heads of District/Extension Offices
NRUs
Central Office



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MEMORANDUM
30 May 2022

TO : All Motor Vehicle and Motorcycle Dealers
SUBJECT : IMPLEMENTATION OF THE LTMS
IN LTO NEW REGISTRATION UNITS

This is to inform everyone that the Land Transportation Management System - New Registration Module will be implemented in selected LTO New Registration Units (LTO-NRUs). In this regard, we request everyone to take note of the following rollout and training dates:

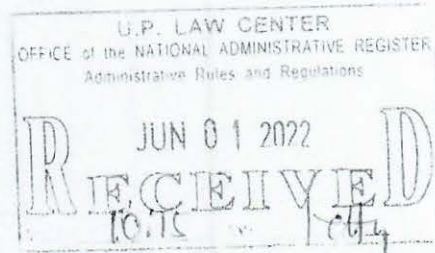
COVERAGE	ROLLOUT DATE	TRAINING DATES	
National Capital Region (NCR)	June 13, 2022	June 8	9 AM – 12 PM
			2 PM – 5 PM
Region 3 and Region 4A	June 20, 2022	June 15	9 AM – 12 PM
			2 PM – 5 PM

With respect to this implementation, each dealer must dedicate a computer and provide internet connection for the use of the LTMS. In addition, at least one employee must be designated as authorized user who must be enrolled in the LTMS. In the initial implementation, biometrics scanning of users to connect to the LTMS will not be required.

Also, each dealer needs to assist the client in creating an LTO Client ID after the sale is completed and before using the LTMS.

Please be guided accordingly.


EDGAR C. GALVANTE
Assistant Secretary



CC: Regional Directors
Heads of District/Extension Offices
NRUs
Central Office