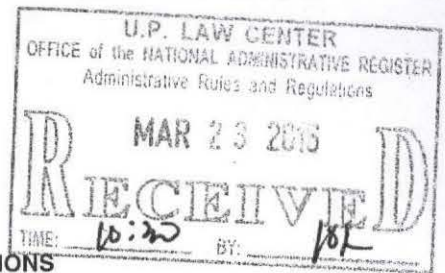




REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION & COMMUNICATIONS  
**LAND TRANSPORTATION OFFICE**

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**MEMORANDUM**

15 March 2016

**TO: All Regional Directors, Assistant Regional Directors,  
Chief of the LTO Field Enforcement Division, Heads of Motor Vehicle Inspection  
Centers, Heads of District/Extension Offices, Heads of Regional Law Enforcement Units  
And Other Employees Concerned**

**SUBJECT: GUIDELINES ON INSPECTION AND APPREHENSION RELATIVE TO MOTORCYCLE TOP  
BOXES AND SADDLE BAGS**

After a series of consultations with stakeholders, the following rules and regulations are hereby promulgated to govern the inspection and use of motorcycle or scooter top boxes and saddle bags.

1. A TOP BOX is a storage compartment fitted behind the seat of a motorcycle or scooter and is considered a motorcycle accessory. A top box that is specifically designed for motorcycles and scooters and approved by DTI may not be subject for inspection, registration or apprehension provided that it conforms to the following:
  - a. It must be securely attached to the motorcycle.
  - b. It has a maximum capacity of two (2) full-faced helmets.
  
2. CUSTOM-MADE TOP BOXES (e.g., fast food delivery boxes) must conform to the following and are subject to inspection and registration:
  - a. It must be securely attached to the motorcycle.
  - b. The dimensions must not exceed two (2) feet in length by two (2) feet width by two (2) feet in height (2ft x 2ft x 2ft).
  - c. It must not impede or obstruct the view of the rider of the road from the side mirrors.

Provided that the abovementioned requirements are complied with, a P100.00 registration fee shall be collected.

*Unregistered custom-made TOP BOXES are subject to apprehension with a penalty of P5,000.00 pursuant to DOTC Joint Administrative Order (JAO) 2014-01 Section II-D, Motor Vehicle Operating Without or With Defective/Improper/Unauthorized Accessories, Devices, Equipment and Parts.*

3. SADDLE BAGS or BOXES are storage compartments and are considered motorcycle accessories. Saddle bags that are specifically designed for motorcycles and scooters and approved by DTI may not be subject for inspection, registration or apprehension provided that it conforms to the following:
  - a. It must be securely attached to the motorcycle.
  - b. Installation of saddle bags must not be higher than the seat of the motorcycle or scooter.
  
4. CUSTOM-MADE SADDLE BAGS or BOXES must conform to the following and are subject to inspection and registration:
  - c. It must be securely attached to the motorcycle.
  - d. Installation of saddle bags must not be higher than the seat of the motorcycle or scooter.
  - e. They shall not exceed fourteen (14) inches from the sides.
  - f. Length must not exceed the tail end of the motorcycle or scooter.

Provided that the abovementioned requirements are complied with, a P100.00 registration fee shall be collected.

*Unregistered custom-made SADDLE BAGS or BOXES are subject to apprehension with a penalty of P5,000.00 pursuant to DOTC Joint Administrative Order (JAO) 2014-01 Section II-D, Motor Vehicle Operating Without or With Defective/Improper/Unauthorized Accessories, Devices, Equipment and Parts.*

Only LTO Law Enforcement Officers and Agents deputized by LTO to enforce the provisions of R.A. No. 4136 and other related land transportation laws, rules and regulations, are authorized/ allowed to apprehend violators of the provisions of this Memorandum. Agents deputized by LTO specifically for R.A. No. 10586 (Anti-Drunk and Drugged Driving Act), Section 46 of R.A. 8749 (Anti-Smoke Belching Act) and R.A. No. 8794 (Anti-Overloading Law) are barred in enforcing the provisions of this Memorandum.

All motorcycle owners with unregistered custom-made TOP BOXES or SADDLE BAGS or BOXES are given ninety (90) days from the date of this Memorandum to register the same with the LTO.

Previous issuances or orders inconsistent herewith are deemed revoked or superseded.

For your guidance and strict compliance.

  
**ATTY. ROBERTO P. CABRERA III**  
 Assistant Secretary

