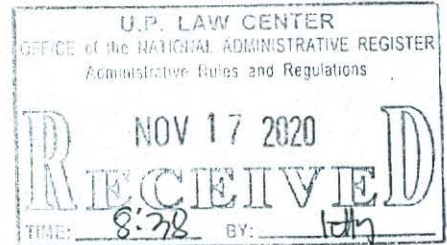




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**MEMORANDUM**

**TO:** All Regional Directors,  
All Assistant Regional Directors  
All Chiefs of Regional Operations Division  
All Heads of NRUs and Authorized District/Extension Offices  
All Personnel Concerned

**DATE:** 23 October 2020


**SUBJECT: ENTRY OF CORRECT YEAR MODEL AND MANDATORY INDICATION OF THE AMOUNT OF THE FIRST REGISTRATION INCLUDING PLACING OF REMARKS FOR USED IMPORTED AND REBUILT TRUCKS AND BUSES**

It has come to the attention of the undersigned that there are used imported and rebuilt trucks and buses with year models inappropriately provided in the Certificate of Registration (CR). Considering that year model is the *prima facie* evidence as year of manufacture, any wrongful indication of the same for such vehicles will compromise the public utility vehicle modernization program of the government.

In this connection and pursuant to DOTC Joint Administrative Order No. 2014-02, you are hereby directed to enter the proper year model of used imported trucks and buses based on the Vehicle Identification Number (VIN), and the oldest component for rebuilt vehicles. Further, it shall be mandatory to include the amount of the first registration in the vehicle's CR and the "Remarks" field must be filled out if the vehicle is used imported or rebuilt.

Any personnel found in violation of this order shall be dealt with administratively and criminally, if evidence warrants.

For strict and immediate compliance.

  
EDGAR C. GALVANTE  
Assistant Secretary

