



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

RECORDS & CORRESPONDENCE UNIT
LTO RECEIVED
DATE: 1-23-23 TIME: 3:30 pm
GENERAL SERVICES SECTION

MEMORANDUM

**TO : All Regional Directors
All Assistant Regional Directors
All Chiefs of the Regional Operations Division
All Heads of District/Extension Offices
All Other Personnel Concerned**

SUBJECT : APPROVAL OF OPERATING LTO ON WHEELS, LTO e-PATROL

DATE : 20 January 2023

In relation to the implementation of LTO e-Patrol, "LTO on Wheels", and other similar activities, please be advised that a **prior written approval** must be secured from the **Office of the Executive Director** and the **Assistant Secretary** at least five (5) days prior to the scheduled event. The said request must contain the following considerations/details:

- a. The venue of the event shall be specifically indicated in the request which shall be limited to far-flung areas, exhibits, trade fairs, motorshows, and other similar events;
- b. Services to be rendered shall be limited to Renewal of Motor Vehicles and Driver's License;
- c. The Private Emission Testing Center that will perform the activity shall be identified and specifically provided in the written request;
- d. The activity shall not exceed 8 working hours and shall be limited to a maximum of eighty (80) vehicles using the ratio; thirty-two (32) tests for Diesel vehicles and forty-eight (48) vehicles for gasoline vehicles;

Finally, once approved, the conduct of these activities shall be made in the presence of at least one Law Enforcement Service (LES) personnel.

For strict compliance.

ATTY. JOSE ARTURO M. TUGADE
Assistant Secretary



U.P. LAW CENTER
OFFICE of the NATIONAL ADMINISTRATIVE REGISTER
Administrative Rules and Regulations
RECEIVED
JAN 24 2023
TIME: 3:45 BY: [Signature]

CERTIFIED TRUE COPY
(NOT VALID WITH ERASURES OR ALTERATION)
[Signature]
JOSELYN B. BORJA
ADMINISTRATIVE OFFICER V
GEN. SERVICES SECTION
LTO



ALPHA DRIVING ACADEMY – GUIGUINTO BRANCH
#635 McArthur Highway, Brgy. Ilang-Ilang, Guiguinto, Bulacan
0953-370-4904 (Globe) / 0961-980-5878 (Smart)

December 29, 2022

Hon. Atty. Jose Arturo M. Tugade
Assistant Secretary
Land Transportation Office - Central Office
East Avenue, Quezon City

Thru:
Hon. Atty. Horatio Enrico M. Bona
Executive Director
Land Transportation Office- Central Office

Dear Sir,

Warm greetings!

This is to respectfully submit a copy of the proposed design lay-out for the LTO ePatrol Caravan vehicle that will be used in Region 3. We are proposing to use a wing van truck as ePatrol vehicle, more or less the same as the vehicle that is being utilized as ePatrol truck in Region IVA.

(Please see attached printed design lay-out).

We would like to seek for its approval so that we can further continue with the said project.

We are also humbly asking any recommendations and feedbacks to the proposed vehicle design.

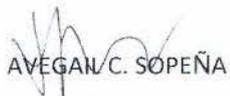
Thank you in advance for the immediate and positive response to this letter.

Should you have any questions, please feel free to contact me thru the following:

Email: alphadrivingacademy@hotmail.com
avesopena@hotmail.com

HP: 09171259258

Respectfully yours,


AVEGAN C. SOPEÑA

CEO / OWNER
ALPHA Driving Academy

OFFICE OF THE ASSISTANT SECRETARY

RECEIVED

DATE: DEC. 29, 2022
TIME: 9:20AM
BY: RILLY

