



Republic of the Philippines  
**DEPARTMENT OF TRANSPORTATION**

**MEMORANDUM**

For : **The Secretary**  
This Department

Thru : **The Undersecretary of Legal Affairs /**  
**Chief of Staff**

From : **The Assistant Secretary**  
Internal Audit and Special Concerns

**The Assistant Secretary and Chief**  
Land Transportation Office

Subject : **LTO / MOTC / BARMM TWG RESULTS**

Date : **19 September 2023**

---

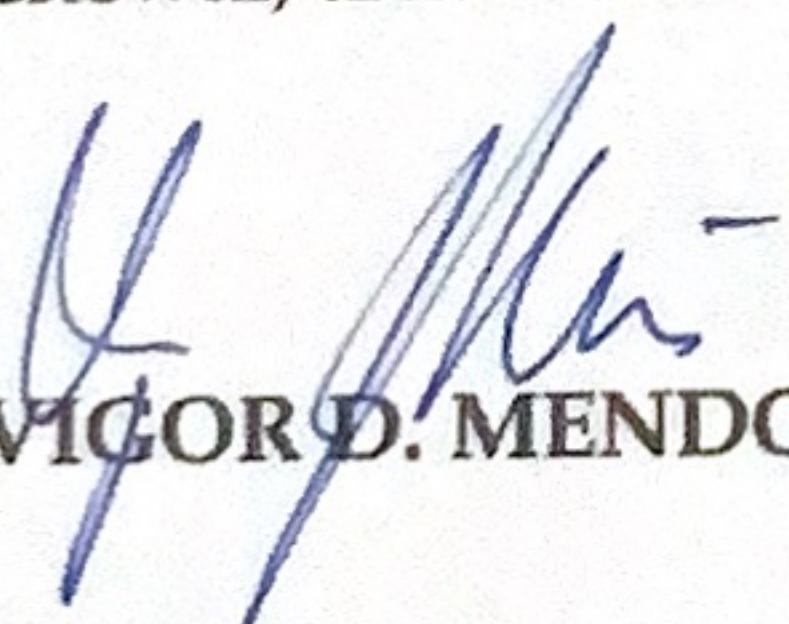
Respectfully submitting to the Secretary, the results of the combined LTO/MOTC/BARMM TWG agreed set of Guidelines on BLTO issuances of Driver's Licenses (DLs), Motor Vehicle Renewal Registration and Miscellaneous Transactions.

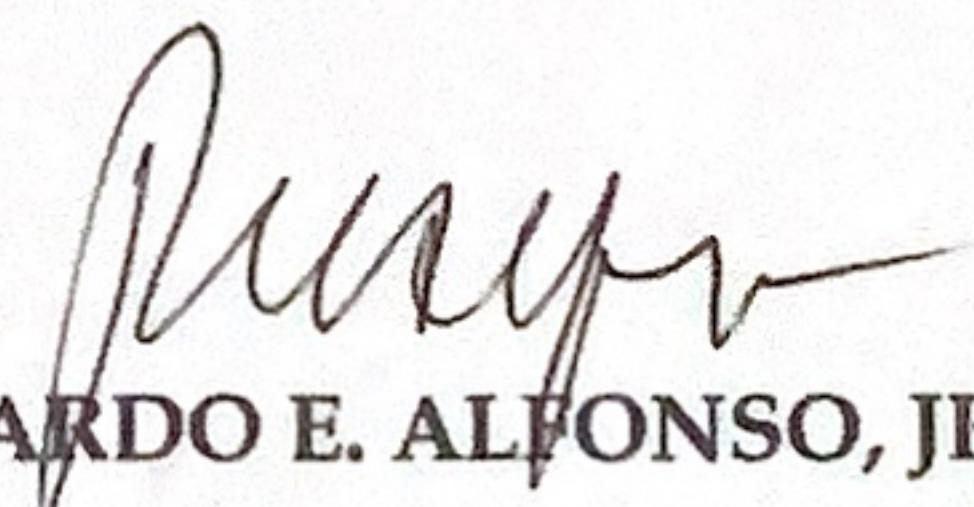
The Guidelines submitted were in consonance with the guidelines and directives from the OSEC.

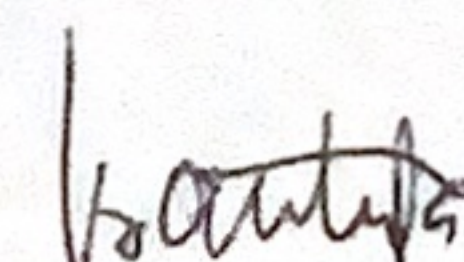
In addition, the TWG resolved to extend the LTO LTMS to the BLTO upon effectivity of the guidelines.

The TWG further agreed to form a small IT LTO / BLTO group, together with DERMALOG, to discuss the process and requirements, and further determine the timeline for the extension of the LTMS to the BLTO.

Attached for the Secretary's approval are the Guidelines on the BLTO Issuances of DLs, MV Registration Renewal, and Miscellaneous Transactions.

  
ATTY. VIGOR D. MENDOZA II

  
RICARDO E. ALFONSO, JR.

Approved :   
Sec. JAIME J. BAUTISTA





---

## GUIDELINES ON THE RECOGNITION OF THE BANGSAMORO LAND TRANSPORTATION OFFICE ISSUANCES OF DRIVER'S LICENSES, RENEWAL OF MOTOR VEHICLE REGISTRATION AND MISCELLANEOUS TRANSACTIONS

### I. COVERAGE

These guidelines shall be observed in the identification and verification of driver's licenses (DL), renewal of motor vehicle (MV) registration and miscellaneous transactions issued by the Bangsamoro Land Transportation Office (BLTO) to avoid confusion and inconvenience to motorists, enforcers, and other concerned authorities.

### II. GUIDELINES

The BLTO is currently using the LTO-IT System developed by the STRADCOM in all its transactions. On the other hand, LTO uses LTMS developed by DERMALOG.

Hence, all the issuances of BLTO are not viewable and readable by LTMS, resulting to the following:

1. Nonrecognition of BLTO issuances by some LTO enforcers, government agencies, and private establishments;
2. Confiscation of BLTO-issued DL cards by LTO enforcers;
3. Imposition of fines and penalties upon renewal in other regions;
4. Confusion among the public as to the validity and authenticity of BLTO-issued DL cards, MV Registration, and other miscellaneous transactions; and
5. Imposition of double taxation since people are forced to get another DL, MV Registration renewal issued by the LTO in order not to be apprehended.

To address the abovementioned issues pending the extension of LTMS to BLTO, LTO and BLTO agree to the following:

#### As to Issuance and Renewal of DL:

1. Aside from the documentary requirements, the following shall be submitted:
  - a. For Student Permit: **Theoretical Driving Course (TDC) Certificate**
  - b. For new DL: **Practical Driving Course (PDC) Certificate**

These certificates shall be issued by accredited Driving Schools.

- c. For renewal of DL: Completion of Comprehensive Driver Education (CDE) and submission of Medical Certificate
2. DL card issued by BLTO based on the same criteria, process, and requirements by LTO shall be recognized by all LTO Offices (**Refer to Annex "A" for specific details**);



3. For the purpose of Certification of DL for Overseas Filipino Workers (OFWs) and Filipinos Living Abroad (FLA) from the BARMM, the Minister of the Ministry of Transportation and Communications (MOTC) shall provide the Department of Foreign Affairs (DFA) or the Regional Office of the Consular Affairs (OCA) with his/her specimen signature and the signature of two (2) designated BLTO officer authorized to sign the DL certification pursuant LTO Memorandum dated 30 October 2022 and 01 March 2023.

**As to Renewal of MV Registration and Miscellaneous Transactions:**

1. Renewal of registration of MV and miscellaneous transactions based on the documentary requirements and processes prescribed by LTO shall be recognized by all LTO Offices.
2. The mandatory roadworthiness inspection and emission compliance prior to the registration of MV must be implemented and complied with to ensure that MVs that are registered are roadworthy.

**As to Penalties and Fines:**

All LTO Offices shall waive the penalties and fines related to the renewal of BLTO-issued DL and MV Registration prior to the use of the BLTO of LTMS. Likewise, the BLTO shall waive all penalties and fines in the renewal of DL and MV Registration issued under LTMS.

**III. MODE OF VERIFICATION**

The issuances of the BLTO, pursuant to its mandate and functions, shall be presumed to have been issued in the performance of official duty.

In applications for renewal and replacement of DL and all MV transactions except initial registration, the LTO offices shall verify from the IT System whether the applicant has an outstanding apprehensions and alarms in BLTO and vice versa. Further, the BLTO and LTO shall create a Viber Group with all its regional directors and district offices to verify the apprehensions and alarms of LTMS transactions. These procedures shall be practiced until the LTMS is already installed at the BLTO.

**IV. INFORMATION DISSEMINATION**

The LTO shall conduct an information dissemination campaign to all regional offices and concerned stakeholders on the recognition of BLTO issuances or renewal of DL and MV registration.

**V. LTMS CONNECTIVITY**

THE LTO shall extend the coverage of the LTMS to the BLTO Offices within the BARMM.

Expenses for the reconfiguration/customization of all affected modules of the LTMS to accommodate the added features and signatory shall be at expense of BLTO. Fund for the procurement of required hardware and other peripherals shall be provided by the BLTO.

LTO shall have primary administrative access and BLTO shall have secondary



---

administrative access to modules including but not limited to user management control and executive information system on BLTO offices within BARMM. The DL and other accountable forms shall be procured by the BLTO using the same security features prescribed by the LTO.

#### **VI. EFFECTIVITY**

This Guidelines shall take effect immediately, and all other issuances inconsistent herewith are deemed amended, repealed, or superseded accordingly.