

**[ LTO MEMORANDUM CIRCULAR NO. AHS-2010-1320, June 09, 2010 ]**

**INTERIM GUIDELINES IN THE PROCESSING OF REGISTRATION TRANSACTIONS IN THE ABSENCE OF CERTIFICATE OF EMISSION COMPLIANCE (CEC)**

To ensure the efficient implementation of Memorandum Circular No. AHS-2010-1318 dated 08 June 2010, re: Processing of Registration Transactions Without the Issuance of CEC, all authorized PETC operators are hereby directed to input a value under the CEC Number field since this is mandatory during the uploading of emission records to the PETC-ITF (Information Technology Facility), using the format below:

CEC Number : 2010 13108 000001

Where : 2010 – Current Year (System Generated)

13108 – Unique Office code of the PETC  
000001 – PETC Official Receipt

All concerned officials/employees shall process only the motor vehicle registration transactions upon validation of the following:

1. Availability of Emission Test Official Receipt (OR) issued by the PETC
2. The OR Number printed in the physical receipt and the last digit value in the CEC Number field retrieved at the Evaluator's Emission Window is the same.

Previous orders and memoranda inconsistent herewith are hereby revoked or amended accordingly.

For information, guidance and strict compliance.

(SGD.) ALBERTO H. SUANSING  
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