

[LTO MEMORANDUM, September 07, 2010]

**MEDICAL CERTIFICATE WITHOUT OFFICIAL SEAL OF THE
MEDICAL PRACTITIONER'S CLINIC AND ACCREDITATION
NUMBER**

During the 4th surveillance audit and transition audit of QMS to ISO 9001:2008, there was a finding that:

"Though Medical Examination is an outsourced process, there were lapses noted on the effective implementation of evaluation process of the applications:

a) The medical certificate do not bear evidence that said certificate is from authorized service provider, since the report do not have its official seal of the medical practitioner's clinic.

The accreditation number is also not indicated on said medical certification."

In view of the aforesaid finding, the evaluators who are responsible in the evaluation of the supporting documents for the license applications are hereby instructed not to accept medical certificates without the official seal of the medical practitioner's clinic. The accreditation number should also be indicated in the said medical certificate.

For strict compliance.

(SGD.) VIRGINIA P. TORRES
Assistant Secretary



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