

**[ LTO MEMORANDUM, May 06, 2009 ]**

**LIFTING OF MORATORIUM ON THE TRANSFER OF OFFICES AND  
CREATION OF EXTENSION OFFICES/DLRCS**

In view of the management thrust to bring the LTO service closer to the public, the Moratorium on the Transfer of Offices and Creation of Extension Offices/DLRCS in the Memorandum dated 25 March 2008 is hereby lifted.

The Committee on Transfer of Offices and Creation of Extension Offices/DLRCS and the Regional Directors are hereby directed to strictly observe and adhere to the provisions of the Department Order No. 2007-33. The LTO Building Infrastructure and Facilities Development Program which determines the number of additional offices needed in the respective provinces/regions, shall likewise be taken into consideration prior to their recommendation of any creation/establishment of LTO offices in their area of jurisdiction.

Further, the Regional Director shall always submit a certification indicating therein the names of the six (6) personnel to be assigned at the proposed extension offices/DLRCS. The certification shall state that all other district/extension/licensing offices/DLRCS in the region will have no shortage in manpower even with the proposed creation of the extension office/DLRC.

For information and guidance of all concerned.

Adopted: 06 May 2009

(SGD.) ARTURO C. LOMIBAO  
*Assistant Secretary*



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