

**[ LTO MEMORANDUM, February 20, 2007 ]**

**REITERATION OF MEMORANDUM DATED 31 JANUARY 2007 ON  
THE MANUAL PROCESSING IN CASE OF COMPUTER SYSTEM  
OFFLINE**

The computerized offline facility has not passed yet the testing and acceptance process, hence should not be used. All concerned are hereby informed that memorandum dated 31 January 2007 on the manual processing in case of computer system offline holds.

The use of computerized offline facility will be allowed only after a Certificate of Acceptance for an IT Facility (CAIF) was already issued for the said facility and the advice for the use of such facility shall emanate from the undersigned.

Be guided accordingly.

Adopted: 20 Feb. 2007

(SGD.) REYNALDO I. BERROYA  
*Assistant Secretary*



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