



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

December 18, 2023

REGION MEMORANDUM
AD-2023-061

SUBMISSION OF DATA ON VEHICLE REGISTRATION AND INSURANCE

To: Schools Division Superintendents
Asst. Schools Division Superintendents
Administrative Officer V / GSU In-charge
All Others Concerned

1. This is with reference to the communication dated November 24, 2023 from Melharrieh C. Tomawis, JD, Ph.D., Regional Director, Land Transportation Office – Region XII, re: Urgent Call for Compliance with “No Registration, No Travel Policy” for Motor Vehicles.
2. To promote road safety, accountability, efficient traffic management and compliance to the legal requirements, this office hereby reiterates to all schools division offices to renew the registration of all office vehicles on time to adhere to the “No Registration, No Travel Policy” for Motor Vehicles of the LTO.
3. With this, all division offices are advised to submit data on the following not later than December 27, 2023:

Vehicle Type and Model	Plate Number	Date of Validity	
		Vehicle Registration	Vehicle Insurance

4. All outputs shall be sent through alyssagrace.goyone@deped.gov.ph.
5. For queries and information, contact Alyssa Grace D. Goyone of the Administrative Division – General Services Unit through (083) 228-8825 / 228-1893.
6. For your information and strict compliance.


CARLITO D. ROCAFORT
Director IV

Enclosure: None
Reference: Letter from LTO-RXII
To be indicated in the Perpetual Index under the following subject
DRIVING OFFICE

AGDG/AD-GS/SUBMISSION OF DATA ON VEHICLE REGISTRATION AND INSURANCE/005/December 18, 2023



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