

[LTO MEMORANDUM CIRCULAR NO. VPT-2013-1766, May 29, 2013]

USE OF CERTIFICATE OF EMISSION COMPLIANCE (CEC) FORMS

In reference to LTO Memorandum Circular No. VPT-2013-1756 dated 12 April 2013 entitled "Re-imposition of LTO Accountable Form Certificate of Emission Compliance (CEC)," the following additional guidelines on the issuance/distribution and use of the Certificate of Emission Compliance (CEC) is hereby adopted, to wit:

1. The nationwide implementation on the use of CEC Forms shall be on 17 June 2013, hence, all LTO District Heads and Officers-In-Charges shall **not accept** registration without the CEC accountable forms issued by authorized PETCs;
2. Authorized PETCs are allowed to use only the series number of CECs which were officially allocated or issued to them;
3. All authorized PETCs are hereby directed to input the value under the CEC Number field for uploading on emission records in the PETC-ITF, using the format below:

201300000000001

Where: **2013** : Current Year
000 : Default numbers
00000001 : CEC No. found in the CEC Form

4. Only CECs supported by the clear pictures of motor vehicles taken during testing with the following image details shall be accepted: (*Item 6.8.6 of DO No. 2012-10*)
 - a. Visible plate number from the rear side of the motor vehicle. If the motor vehicle carries an improvised plate number, a photocopy of the certification/authorization from LTO to use said plate number must be attached before conducting the emission test;
 - b. Visible test probe inserted at tailpipe;
 - c. Technician who conducted the test;
 - d. LTO logo in the upper right side of the CEC form; and
 - e. If the color of the motor vehicle in the picture differs from the Certificate of Registration, the pertinent documents to justify the color change must be attached before conducting the emission test. (Examples of Valid and Invalid Pictures: NAR - page 355)
5. The PETC shall provide copy of the CEC Serial Numbers allocated to them to their respective PETC IT Providers using the herein attached template; (CEC Issuance Slip).
6. The Certificate of Emission Compliance (CEC) Forms is free of charge.