

**[LTFRB MEMORANDUM CIRCULAR NO. 2010-024,
May 14, 2010]**

GUIDELINES FOR CONVERSION TO UV EXPRESS SERVICE

For the past five (5) years, the Conversion Program, mandating operators to convert their utility vehicles or vans under different types of service to UV Express Service, has not yet reached its culmination. Records show that there are a great number of applications which are still in their initial process. Some have not yet received their route availability certification as to where they shall be authorized to operate. Some have received their route availability certification not on their own preference. Some applications have been approved but the copies of the Decisions have not yet been claimed for one reason or another. The non-culmination of the Conversion Program may be attributed to so many internal and external factors.

With the end in view to conclude the Conversion Program and in the interest of public service, the following policy guidelines are hereto issued:

1. All operators, who availed of the Conversion Program but have not been issued route availability certification, may be given a certification on their preferred route upon full payment of the conversion fee on or before June 30, 2010. With proof of payment, the RMC Secretariat of the Board or the Regional Offices shall issue the corresponding certification.
2. All operators, who had been issued a certification not on their preferred route and whose applications are still pending, may be given a certification on their preferred route upon full payment of the conversion fee on or before June 30, 2010. With proof of full payment, the RMC Secretariat of the Board or the Regional Offices shall issue the corresponding certification. Thereafter, they must file the corresponding petition.
3. All operators, whose applications have already been approved but have not yet claimed their Decision, are directed to claim their Decisions upon full payment of the conversion fee . If an operator has been authorized to operate on a route which is not his preferred route, he or she may be issued a certification on his or her preferred route by the RMC Secretariat of the Board or the Regional Offices upon filing of the corresponding petition and proof of full payment. All unclaimed decisions with no proof of full payment of conversion fee shall be recalled after June 30, 2010.
4. All operators, who have already claimed their Decision but have been authorized to operate a route which is not their preferred route, said operator may be issued a certification on his or her preferred route by the RMC Secretariat of the Board or the Regional Offices upon filing of the corresponding petition and proof of full payment of conversion fees.
5. Starting July 1, 2010, all operators, who have not paid the full amount of the conversion fee, shall not be allowed confirmation of their units. Likewise, the