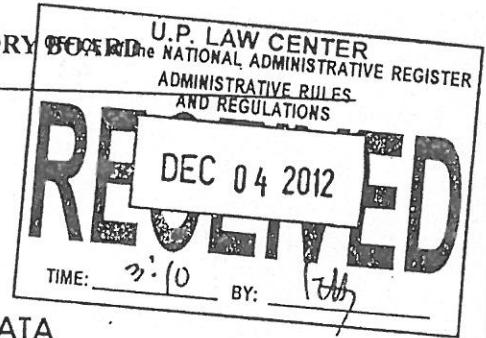




Republic of the Philippines
 Department of Transportation and Communications
LAND TRANSPORTATION FRANCHISING & REGULATORY BOARD
 East Avenue, Quezon City



MEMORANDUM CIRCULAR
NUMBER 2012- 032

SUBJECT: SUBMISSION OF BUS PASSENGER DATA

To ensure sufficient safe transportation services during peak seasons, as well as provide the Board with data for planning and policy purposes, this Board hereby directs all PUB Operators to submit a Bus Passenger Data, which will indicate the following:

1. Name of Bus Company;
2. Terminal of Origin;
3. Trip Date
4. Final Destination;
5. Terminal at Final Destination;
6. Scheduled Time of Departure;
7. Estimated Time of Arrival;
8. Bus Type;
9. Seating Capacity; and
10. Seats Occupied; Plate No. of Units

The template for the report shall be as per attached format which should be accomplished daily by the bus company's ticket seller at the terminal of origin and submitted thru Electronic Mail (E-Mail) on a monthly basis to the Management Information Division of this Board within the first five (5) days of the succeeding month. The report should be prepared in Excel format and sent to ltfrbmid@gmail.com.

The initial report shall cover the month of December 2012 and shall be emailed to MID –Central Office on or before January 5, 2013. For purposes of monitoring compliance, emails should be sent from an address bearing the company's name. Proof of compliance shall be thru a printout of the sent folder of the email facility submitted to MID yearly together with the annual report.

Failure to comply herewith shall be subject to the following penalties:

1 st Offense	-	Php2,000
2 nd Offense	-	Php3,000
3 rd Offense	-	Php5,000



Republic of the Philippines
Department of Transportation and Communications
LAND TRANSPORTATION FRANCHISING & REGULATORY BOARD
East Avenue, Quezon City

All other issuances or parts thereof inconsistent herewith are hereby modified, amended, or superseded accordingly.

This Memorandum Circular shall take effect fifteen (15) days immediately following its publication in a newspaper of general circulation and the filing of three (3) copies hereof with the UP Law Center pursuant to Presidential Memorandum Circular No. 11, dated 09 October 1992.

SO ORDERED.

Quezon City, Philippines, DEC 03 2012

* EFFECTIVITY DATE : DECEMBER 20, 2012


ATTY. AL A. PARREÑO
Board Member


ATTY. JAIME D. JACOB
Chairman




ENGR. RONALDO F. CORPUS
Board Member