## TOOLS AND EQUIPMENT

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Relief Valve A SSY 10mm</td>
<td>Teflon</td>
</tr>
<tr>
<td>Relief Valve A SSY 8mm</td>
<td>Autowire 16&quot;</td>
</tr>
<tr>
<td>Relief Valve A SSY 6mm</td>
<td>Soldering LED</td>
</tr>
<tr>
<td>G/Box Sensor CW 25'</td>
<td>Soldering Iron</td>
</tr>
<tr>
<td>Top Speed Governor Sensor</td>
<td>Soldering Paste</td>
</tr>
<tr>
<td>T-Fittings 10mm</td>
<td>Liquid Gasket</td>
</tr>
<tr>
<td>T-Fittings 8mm</td>
<td>Plier Cutter</td>
</tr>
<tr>
<td>T-Fittings 6mm</td>
<td>Combination Wrench 6mm, 8mm, 10mm, 12mm, 14mm</td>
</tr>
<tr>
<td>Test Socket Unit</td>
<td>¾, 11/16, 5/8, 9/16, ½, 7/16, 3/8</td>
</tr>
<tr>
<td>TCU</td>
<td>Tester (OTC)</td>
</tr>
<tr>
<td>Test &amp; Calibration Units TCU5</td>
<td>Seal Grip</td>
</tr>
<tr>
<td>TSL Sealing Pliers &amp; Anvils</td>
<td>Ear Grip</td>
</tr>
<tr>
<td>5/16 Fuel Line Hose</td>
<td>Wire Strippers</td>
</tr>
<tr>
<td>¾ Flexible Hose</td>
<td>Adjustable Wrench</td>
</tr>
<tr>
<td>3/8 Fuel Line Hose</td>
<td>Socket 3/8 Drive</td>
</tr>
<tr>
<td>15.3 Stainless Ear Clamp</td>
<td>Rachet</td>
</tr>
<tr>
<td>18.5 Stainless Ear Clamp</td>
<td>T-Wrench 12, 14</td>
</tr>
<tr>
<td>12.8 Stainless Ear Clamp</td>
<td>Flower Wrench*</td>
</tr>
<tr>
<td>Electrical Tape</td>
<td>Terminal Eye 8-6, 8-8</td>
</tr>
<tr>
<td>Speedometer roller</td>
<td></td>
</tr>
</tbody>
</table>
Fair Trade Enforcement Bureau
UPRC Building VI, 315 Sen. Gil J. Puyat Avenue, Makati City 1200 Philippines
Tel No.: (632) 8403-1411 • E-mail: fteb дир@dti.gov.ph
REGISTRATION OF INSTALLATION FACILITY OF SPEED LIMITER
APPLICATION FORM

Date (MM/DD/YYYY)

Type of Application: □ New □ Renewal
□ Main Office □ Branch

Certification Number (if application is renewal): ____________________________
Tax Identification Number: ____________________________

Name of Business: ____________________________

Business Address: ____________________________

(House/Building No./Building Name) ____________________________
(City/Municipality) ____________________________
(Province) ____________________________
(Region) ____________________________
(Zip Code) ____________________________

Telephone Number: ____________________________
Fax Number: ____________________________

Mobile Number: ____________________________
Email Address: ____________________________

Form of Organization: □ Single Proprietorship □ Partnership □ Corporation □ Cooperative

Authorized Signatory: ____________________________

(Title) ____________________________
(First Name) ____________________________
(Middle Name) ____________________________
(Last Name) ____________________________
(Suffix) ____________________________

Sex: □ Male □ Female

Social Classification: □ Abled □ Differently Abled □ Indigenous Person □ Youth □ Out-of-School Youth □ Senior Citizen

Asset Size: □ Micro (<PhP3M) □ Small (PhP3M - 15M) □ Medium (PhP15M - 100M) □ Large (>PhP100M)

Product Line/Services: ____________________________

PSIC: ____________________________

Total No. of Employees: ____________________________

Social Media/Website: ____________________________

UNDERTAKING/CONSENT/WARRANTY

We certify that the information provided and the documents attached are true and correct and shall form an integral part hereof. Any false or misleading information supplied, or production of materially false or misleading document to support the application shall be a ground for the automatic denial of this application, or cancellation of my registration, and/or filing of appropriate criminal, civil and/or administrative action against me;

I understand and undertake to comply with the provisions of Republic Act No. 10916 otherwise known as The "Road Speed Limiter Act of 2016", as amended, its Implementing Rules and Regulations, DTI DAO 19-15 and other related issuances;

This further authorizes the DTI to conduct inspection and/or verification to determine the capacity and qualifications of our company and we shall inform DTI (in writing) of any changes in the information appearing in our application;

I hereby agree and consent to the collection and processing of my business and personal information, as provided through this form, for the purpose of registration.

I understand that my personal information will be shared with other government agencies for the purpose of registration, the use of which shall be governed by the Data Privacy Act of 2012 and related laws and issuances.

The consent shall remain valid unless I otherwise revoke or withdraw the same in writing but subject to the existing laws, rules, and regulations of the DTI.

Hereby provides at least one (1) year service warranty and at least ninety (90) days guarantee of workmanship.

This warranty does not cover damage caused by misuse, accidents, or alteration of workmanship; in addition, it is expressly understood that the facility management shall not be liable for any patent defect in the product and which is not included in the job contract.

We further undertake to abide by the rules and regulations promulgated by DTI and the terms and conditions of this warranty. In the event of violation on our part, our accreditation certificate may be cancelled at the discretion of the DTI.

__________________________________________
(Signature over Printed Name of Authorized Signatory)

(Affiant)

Republic of the Philippines 
City/Municipality/Province of ________________

Subscribed and Sworn to before me this _______ day of ________________ 20____ in the City/Municipality/Province of ________________; affiant exhibiting to me his/her valid government issued ID: ____________________________

No.: ____________________________, issued at ____________________________, on ____________________________, valid until ____________________________

Doc. No. __________
Page No. __________
Book No. __________
Series of 20 ________

Notary Public

CPG-FTEB-BLAD-Form No. 40 02-04-2020
Name of Business/Applicant Company: ________________________________

Date of Application: _______________ Date of Inspected: _______________

A. Type of Application
   □ New
   □ Renewal  Expiry Date: ______________________________
   □ Main Office
   □ Branch Office: ______________________________

B. Endorsed for Review/Inspection:

   ____________________________________________  ________________
   Account Officer                                  Date

C. Findings/Remarks:
   ____________________________________________
   ____________________________________________
   ____________________________________________
   ____________________________________________

D. Inspection Team:

   ____________________________________________  ________________  ________________
   Team Leader                                    Member              Date

E. Recommending Approval/Disapproval:

   ____________________________________________  ________________
   NAME                                           Date
   Chief, BLAD

F. Approved/Disapproved:

   ____________________________________________  ________________
   NAME                                           Date
   Director
Name of Business/Applicant Firm: ________________________________

Form of Organization: □ SP □ Corp □ Partnership □ Cooperative □ Main □ Branch

Type of Application: □ New □ Renewal □ Expiry Date: ____________________________

Requirement

1. Duly Accomplished Application Form
   a. Service Warranty (at least one year) and Guarantee of Workmanship (at least 90 days);
   b. Proprietor’s Authorization/Board/Partner’s Resolution/Sec. Certificate

2. Certified true copy of any of the following (original copy must be presented for verification) and compliance with Capital Requirement
   a. Valid DTI Certificate of Business Name Registration for SP
   b. SEC Certificate of Registration and Articles of Incorporation/Partnership, for corporation/partnership;
   c. Cooperative Development Authority (CDA) Certificate of Registration and Articles of Cooperation, for cooperatives.
      • To operate an IF should be reflected as Primary Purpose
      • Paid-up capital of at least Five Million Pesos for Corp./Part./Coop.
         as shown in registration documents from SEC/CDA. Every branch office shall have proof of tangible assets worth at least P3 Million

3. Proof of tangible assets of at least P5 Million for main office (SPs) and Three Million Pesos for branch office of SPs/Corporation/Partnership/Coop.

4. Valid Business Permit where the facility is located; the nature of business shall be installation of speed limiter;

5. BIR Registration Certificate and TIN. The nature of business shall be installation of speed limiter

6. Location map, photo, and lay-out of the facility;

7. List of all personnel indicating their positions and their job descriptions/responsibilities together with their:
   a. Bio-data in prescribed form
   b. Valid Speed Limitation Device Servicing NC II from TESDA
   c. Authorization from the IF for its specific personnel to operate the necessary equipment and install speed limiter

8. Proof of availability of all required tools and equipment used for the installation of speed limiter device (e.g., certified list signed by the authorized representative, proof of purchase, sales invoice);

9. Copy of Complaints Handling Procedure and copy of complaint form;

10. Copy of Operations Manual and other supporting documentation in relation to speed limiter installation;

11. Manual and reference materials required for installation of Speed Limiter from the manufacturer or distributor;

12. Manual of test procedures and authorized personnel

13. Liability Insurance or Proof of Bond valid for three (3) years from registration with official receipt in the amount of PHP10,000,000.00 in favor of the DTI to be submitted before the release of the Certificate of Registration;

14. Copy of the Official Receipt as proof of payment of Application Fee.

15. Updated submission of quarterly report on installation services made (additional for Renewals only).

____________________________________________________
Account Officer/Date

I understand that the application will not be accepted if incomplete and/or inaccurate.

____________________________________________________
Applicant/Representative/Date

PLEASE BRING THIS EVALUATION SHEET WHENEVER YOU VISIT FTEB IN CONNECTION WITH YOUR APPLICATION.

CPG-FTEB-BLAD—Form No. 42 02-04-2020
E. Recommendation: (Please tick appropriate box)

- [ ] Approval
- [ ] Disapproval
- [ ] Monitoring/Issuance of SCO
- [ ] New Application
- [ ] Renewal Application
- [ ] Continuing Recognition

Inspection Team

___________________________  __________________________
(Team Leader)               Member

CONFIRMATION

This is to confirm that the DTI conducted inspection in our premises on ____________________
and the information/data in this Report, gathered during the inspection are true and correct.

___________________________
Name & Signature of the Authorized Signatory/Person Interviewed
Date: ____________________
<table>
<thead>
<tr>
<th>Occurrence of the following:</th>
<th>Findings</th>
</tr>
</thead>
<tbody>
<tr>
<td>20.1.1 Any changes in the list of installers of SLDs. New installers cannot perform installation work prior to submission of required docs and DTI's verification</td>
<td>I.F. management is aware of the requirement □Yes □No</td>
</tr>
<tr>
<td>20.1.2 Any changes in the name, location, or contact details of the entity. Proof of said change must likewise be submitted. Any changes in the location shall be considered new registration.</td>
<td>I.F. management is aware of the requirement □Yes □No</td>
</tr>
<tr>
<td>20.1.3 Cancellation of DTI, SEC, or CDA registration or business permit shall also cancel the Certificate of Registration as Installation Facility</td>
<td>I.F. management is aware of the requirement □Yes □No</td>
</tr>
</tbody>
</table>

**Requirements (DAO 19-15):**

<table>
<thead>
<tr>
<th>Findings</th>
</tr>
</thead>
<tbody>
<tr>
<td>20.2. Submission of quarterly report on all installation services undertaken within the quarter.</td>
</tr>
<tr>
<td>21. Maintenance of Tools and Equipment: All tools and equipment used for the installation must be safe and effective and be maintained in good working condition and calibrated regularly.</td>
</tr>
<tr>
<td>22. Records: The registered IF shall maintain and make available for inspection and reproduction, on request of DTI, records of transactions for a period of not less than three (3) years after completion of transactions.</td>
</tr>
<tr>
<td>22.1 Record of vehicle installed with speed limiter device</td>
</tr>
<tr>
<td>22.2 Calibration records and copies of calibration certificates, including identities of personnel involved</td>
</tr>
<tr>
<td>22.3 Records of relevant qualifications, training, skills, and experience of personnel.</td>
</tr>
<tr>
<td>23. Display: The Certificate of Registration if IF; Certifications of technicians and list of fees shall be displayed in a conspicuous manner within the IF.</td>
</tr>
</tbody>
</table>

**D. Findings/Remarks:**

----------------------------------------
----------------------------------------
----------------------------------------
----------------------------------------
----------------------------------------
installation of SL, compliant with environmental laws. It must have sufficient maneuvering area for all types of covered vehicles and must not obstruct the flow of traffic.

laws
- With sufficient private maneuvering area
- Does not obstruct flow of traffic

8.2 The energy sources, lighting and environmental conditions of the work area or premises shall be such as to facilitate proper installation.

- With sufficient lighting & energy source
- With good working environment conditions to facilitate proper installation

<table>
<thead>
<tr>
<th>Requirements (DAO 19-15):</th>
<th>Findings</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.3 Measures shall be undertaken to ensure good housekeeping in the facility. Special procedures shall be undertaken as necessary.</td>
<td>With documented measures to ensure good housekeeping (request for copy)</td>
<td></td>
</tr>
<tr>
<td>- With documented special procedures as necessary. (request for copy)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

9. Tools and Equipment. Tools and equipment required for the installation of SL shall always be complete, safe, effective and appropriate to the standards set for SLs. These shall include in the list (Annex A)

- Complete tools and equipment as listed in Annex A of DAO No.18-15.
- Tools and equipment are in good working condition
- With documented equipment calibration and preventive preventive maintenance program.

Inventory of Tools and Equipment (indicate number)

<table>
<thead>
<tr>
<th>Tool Type</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adjustable wrench</td>
<td>Soldering</td>
</tr>
<tr>
<td>Autowire 16&quot;</td>
<td>Speedometer Roller</td>
</tr>
<tr>
<td>Ear grip</td>
<td>Stainless Ear Clamp</td>
</tr>
<tr>
<td>Electrical Tape</td>
<td>TCU (Tension Compression Unit?)</td>
</tr>
<tr>
<td>Flexible hose (1/4)</td>
<td>Teflon tape</td>
</tr>
<tr>
<td>Flower wrench</td>
<td>Terminal eye</td>
</tr>
<tr>
<td>Fuel Line Hose (5/16) (3/8)</td>
<td>Test and Calibration Units (TCU)</td>
</tr>
<tr>
<td>G/Box Sensor C/W 25'</td>
<td>Test Socket Unit</td>
</tr>
<tr>
<td>Liquid gasket</td>
<td>Tester</td>
</tr>
<tr>
<td>Plier Cutter</td>
<td>T-Fittings 10 mm 8mm 6mm</td>
</tr>
<tr>
<td>Rachet</td>
<td>Top Speed Governor Sensor</td>
</tr>
<tr>
<td>Relief valve assy</td>
<td>TSL Sealing Pliers &amp; Anvils</td>
</tr>
<tr>
<td>10 mm 6mm 8mm</td>
<td>T-wrench 12 14</td>
</tr>
<tr>
<td>Seal grip</td>
<td>Wire strippers</td>
</tr>
<tr>
<td>Socket 3/8 drive</td>
<td>6mm 6mm 10mm 12mm 14mm</td>
</tr>
</tbody>
</table>

Requirements (DAO 19-15):

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Findings</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>10. Complaints Handling. The IF shall have a policy and procedure for the resolution of complaints pertaining to the installation of SL, received from clients or other aggrieved parties. Records shall be maintained, of all complaints and of the investigations and actions taken by the IF.</td>
<td>With (documented) policy and procedure for the resolution of complaints from clients or other aggrieved parties.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>With record book of complaints, investigation &amp; actions taken</td>
<td></td>
</tr>
<tr>
<td></td>
<td>With complaints form</td>
<td></td>
</tr>
</tbody>
</table>

[Continue for Renewal and Monitoring Visits; for New – inform them of the following requirements]

ART. VII. CONDITIONS FOR CONTINUING REGISTRATION

20. Obligations of the Registered Installation Facilities of Speed Limiting Device

20.1 Registered IF must submit a report in writing to DTI within 5 days from I.F. management is aware of the requirement [ ] Yes [ ] No
Fair Trade Enforcement Bureau  
REGISTRATION OF SPEED LIMITER INSTALLATION FACILITY  
Inspection Report  

Date of Inspection: ____________________  
Time In: ______________  Out: ______________

A. Company Profile  
Name of Business/SLIF: ____________________  
Location/Site Address:  
(House/Building No./Building Name) ____________________  (Street Name) ____________________  (Barangay) ____________________  
(City/Municipality) ____________________  (Province) ____________________  (Region) ____________________  (Zip Code) ____________________  
Contact Information:  
Telephone Number ____________________  Mobile Number ____________________  
Fax Number: ____________________  Email Address: ____________________  
Type of Inspection:  
☑ New Application  ☐ Renewal Application  ☐ Annual Assessment  ☐ Monitoring  
SLIF Interviewed:  
Name: ____________________  
Representative:  
(Title) (First Name) ____________________  (Middle Name) ____________________  (Last Name) ____________________  (Suffix) ____________________  
Designation: ____________________

B. Result of Inspection/Monitoring  

<table>
<thead>
<tr>
<th>Requirements (DAO No. 19-15):</th>
<th>Findings</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART. III APPLICATION REQUIREMENTS</td>
<td>Refer to the findings in the Evaluation Form</td>
<td></td>
</tr>
</tbody>
</table>

4. Documentary Requirements  
6. Standards and Specifications. All SLDs to be installed in the covered vehicles shall conform to the standard specifications of PNS UNR 89:2016. Only SLDs certified by BPS shall be installed in the covered vehicles.  
_SLDs are certified by DTI-BPS ☐ PS ☐ ICC_  
Source of SLDs to be installed: ____________________  
IF. sells SLDs ☐ No ☐ Yes  
Brand of SLDs: ____________________

7. Personnel  
7.1 Technician/Installers have TESDA. (COC or Speed Limiter Installer NC II)  
_TESDA COC_  
_TESDA NC on SLD Servicing_  
_Expiry dates of COC/NC: ____________________

7.2 Management to authorize only technician-installer certified by TESDA.  
_Name of technicians__________________________  
_Authorized by:______________________________

7.3 IF should have at least two (2) TESDA-certified technicians installing speed limiting device.  
_Technician/Installer was present during the inspection_  
_Number of technician-installers with TESDA COC/NC on SLDs: ____________________

8. Accommodation and Environmental Conditions  
8.1 The work area must be within a permanent site and must be appropriate for the conduct of  
_Within permanent site (validate with lease contract/proof of ownership of IF)_  
_Work area compliant with environmental_
**Fair Trade Enforcement Bureau (FTEB)**

**REGISTRATION OF SPEED LIMITER INSTALLATION FACILITY**

Quarterly Report on Installation Activities Undertaken

Year: 20__ Quarter: __1st__ __2nd__ __3rd__ __4th__

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**Installation Facility:**

**Registration Number:**

---

**Address:**

(House/Building No./Building Name) (Street Name) (Barangay)

(City/Municipality) (Province) (Region) (Zip Code)

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<table>
<thead>
<tr>
<th>Vehicle</th>
<th>No. of SLDs Installed</th>
<th>No. of Installed SLDs Calibrated</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Car</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Utility Vehicle</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. SUV/AUV/MPV</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Motorcycle</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Bus</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Truck</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Others:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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*Report on all the installation services undertaken within the quarter must be submitted within ten (10) days after the end of each quarter.*

We are submitting this report in compliance with Section 20.2, Article VII of Department Administrative Order No. 15, Series of 2019 or the "Guidelines for Registration of Installation Facilities of Speed Limiter.”

We understand that the information will be processed and used by DTI for registration purposes only.

---

Prepared by: ____________________________ Noted by: ____________________________

Signature over Printed Name (Authorized Signatory) ____________________________

Signature over Printed Name/Position ____________________________

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CPG-FTEB-BLAD-Form No.45 02-04-2020