

MEMORANDUM CIRCULAR
NO. 09-07-92

SUBJECT: ADDITIONAL GUIDELINES IN THE CONDUCT OF RESTRICTED LAND MOBILE (RLM) RADIOTELEPHONE OPERATOR'S SEMINAR AND THE ISSUANCE OF THE CORRESPONDING RLM CERTIFICATE WITHIN THE NATIONAL CAPITAL REGION AND FOR OTHER PURPOSES.

Pursuant to the provision of Memorandum Circular Numbers 07-08-85, 07-08-85A and 01-02-86, the following additional guidelines in the conduct of restricted land mobile radiotelephone operator's seminar and the issuance of the corresponding RLM Certificate are hereby promulgated:

I. REQUEST FOR SEMINAR:

The request for seminar shall be submitted to the NTC-NCR Regional Office together with the following requirements:

- a. Construction permit or radio station license or any authorization form the Commission indicating the assigned frequency for use in the land mobile service;
- b. List of individual qualified applicants for the seminar, who are certified to be regular employees or members of the agency/company/organizations;
- c. Application for RLM Radio Operator's Certificate Four (4) copies 2" x 2" ID picture with name and date when taken.
Two (2) copies information sheet (handwritten and duly notarized)
- d. The following fees per applicant shall be paid:

1.	Filing fee	-	P 10.00
2.	Applications fee	-	P 20.00
3.	Issuance of certificate per year	-	P 20.00

II. CONDUCT OF SEMINAR:

- A. LECTURER - Seminar for government agency, private company or organization within the National Capital Region shall be conducted by a pool of lecturers for the Central Office and NTC-NCR Regional Office.
- B. VENUE/DATE – The seminar for request with less than 25 participants shall be conducted at the Central Office or NCR Regional Office every afternoon during Wednesday and Fridays. Other request maybe conducted outside the office on non-working days only.

III. ISSUANCE OF CERTIFICATES

The Certificate of Completion of the Seminar shall be issued by the lecturer while the RLM Certificates by the NTC-NCR Regional Office. The issuance of the Certificates shall be on a first come, first serve basis.

IV. REPEALING CLAUSE

This Circular shall take effect immediately and it supersedes or amends any circular, order or instruction or part thereof, which is inconsistent herewith.

Quezon City, Philippines 22 April 1992.

MARIANO E. BENEDICTO II
Commissioner