



# OFFICE OF THE CORPORATE SECRETARY

Bldg. 229, SBMA Center, Waterfront Road, Subic Bay Freeport Zone Phils. 2222  
Telephone (6357) 252-5172-75/5359 Facsimile (6357) 252-5170

**Certification No. 07-501  
Series of 2007**

## MEMORANDUM

Subject : **TRAFFIC RULES AND REGULATIONS SEMINAR  
AND IMPOSITION OF RATES**

This certifies that:

The records of the Office of the Corporate Secretary show that during the Seventy Fifth (75<sup>th</sup>) Meeting of the Board of Directors of the Subic Bay Metropolitan Authority held last 11 September 2007 wherein there was a quorum to validly transact business, the following resolution was approved:

### Resolution No. 07-09-1761

"WHEREAS, a 2-hour seminar on Traffic Rules and Regulations will be regularly scheduled every first and last Tuesday of the month; the principal objective is to update traffic safety awareness, develop and enhance the skills and knowledge of all personnel of SBMA accredited Private Drivers/ Operators Transportation Industry operating within the Subic Bay Freeport Zone;

WHEREAS, the Board of Directors meets in order to adopt and implement Traffic **Rules** and Regulations Seminar service rates for SBMA accredited Private Drivers/Operators Transportation Services by sending their personnel to attend the 2-hour seminar on Traffic Rules and Regulations being conducted by Law Enforcement Department thru its Law Enforcement Academy, to wit:

#### **PERSONNEL**

#### **RATES PER HOUR**

Instructor Php350.00  
(Based on New Rates of SBMA Security Services)

#### **FACILITY**

Fully air-conditioned and well-ventilated Php312.50  
/lighted training room that can  
accommodate sixty (60) participants  
per session. (Based on the SBMA Labor  
Department's use of training room fees.)

#### **TRAINING EQUIPMENT/MATERIALS**

Such as: Armed Chairs, Podium, Php337.50  
Overhead Projector, White Board and  
Markers, Television, VHS Player, PA System,  
Computer and Printer Training Handouts  
and Certificate of Attendance

Php1,000.00 *RJ*

WHEREAS, the Board recognizes the merit of the proposal and has further moved that to accredit Private Operators/Driver Transport Services, a required Php100.00 per participant with a minimum of twenty (20) and maximum of sixty (60) participants per session shall be imposed to meet the accumulative rates per hour on the foregoing statements.

NOW, THEREFORE, the Board hereby resolves, as it is hereby resolved, to implement the collection of fees from Private Operators/Drivers Transportation Company attending the seminar on Traffic Rules and Regulations which shall be paid by the requestor to the SBMA Treasury Department upon issuance of Order of Payment from the SBMA Law Enforcement Department. A photocopy of Official Receipt issued by the Treasury Department shall be provided to the Law Enforcement Department for its record.

Management's Memorandum dated August 9, 2007 is incorporated herein by way of reference."

Issued this 24<sup>th</sup> day of September 2007.

  
**RUBEN O. FRUTO**  
Corporate Secretary



# LAW ENFORCEMENT DEPARTMENT

Bldg. 657, 1<sup>st</sup> Floor Burgos St., Subic Bay Freeport Zone, Phils. 2222  
Telephone 252-4841 / 4505 / 4855 / 4048 Facsimile (6347) 252-4667



LED Ser No. 07-08-553  
JCC/WMD/esa

07-08573

## MEMORANDUM

FOR : HON. FELICIANO G. SALONGA  
SBMA Chairman & Head of Agency

FROM : HON. ARMAND C. ARREZA  
SBMA Administrator & CEO

FROM : COL JAIME C CALUNSAG  
Acting Head

SUBJECT : TRAFFIC RULES AND REGULATIONS SEMINAR  
AND IMPOSITION OF RATES

DATE : August 9, 2007

*please  
repair  
training  
curriculum  
an*

Respectfully recommend presentation to the SBMA Board of Directors, the Law Enforcement Department's proposal to conduct Traffic Rules and Regulations Seminar to all accredited Private Drivers, Operators Transportation Services operating within the Subic Bay Freeport Free Of Charge and imposition of seminar rates per hour based on SBMA Board approved existing rates.

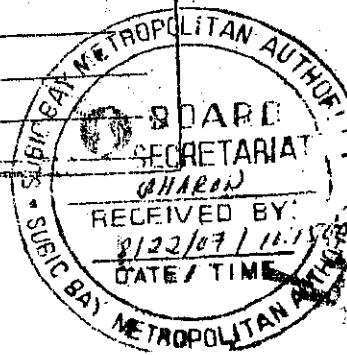
The seminar will be conducted as one of the requirements for the preliminary/yearly renewal of accreditation. A minimum of twenty (20) participants and maximum of sixty (60) per session shall attend the seminar. In case of less than twenty (20) personnel, they are obliged to pay the remaining balance to meet the minimum required number of participants.

Likewise, request your endorsement to charge seminar service rate of One Hundred (Php100.00) each participant to support and contribute to the goal of the Authority in increasing our revenue collection.

Attached is our draft Resolution for your approval.

<b>APPROVED</b>	<b>DISAPPROVED</b>
<i>For board presentation</i>	
<i>Armand C. Arreza</i>	
<b>ARMAND C. ARREZA</b>	
ADMINISTRATOR AND CEO	

	<b>MASTER</b>
NO. <b>00718</b>	<b>COPY 07375018</b>
DATE <b>8/14</b>	
TIME <b>9.00</b>	
REC BY <b>Goce</b>	



DRAFT RESOLUTION FOR THE APPROVAL OF RATES OF TRAFFIC RULES AND REGULATIONS SEMINAR:

RESOLUTION IMPLEMENTING THE TRAFFIC RULES AND REGULATIONS SEMINAR RATES PROPOSED BY THE SUBIC BAY METROPOLITAN AUTHORITY, LAW ENFORCEMENT DEPARTMENT, LAW ENFORCEMENT ACADEMY:

JCC

WHEREAS, a 2-hour seminar on Traffic Rules and Regulations will be regularly scheduled every first and last Tuesday of the month; the principal objective is to update traffic safety awareness, develop and enhance the skills and knowledge of all personnel of SBMA accredited Private Drivers/Operators Transportation Industry operating within the Subic Bay Freeport Zone;

WHEREAS, the Board of Directors meets in order to adopt and implement Traffic Rules and Regulations Seminar service rates for SBMA accredited Private Drivers/Operators Transportation Services by sending their personnel to attend the 2-hour seminar on Traffic Rules and Regulations being conducted by Law Enforcement Department thru its Law Enforcement Academy, to wit:

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**PERSONNEL**

**RATES PER HOUR**

Instructor  
(Based on New Rates of SBMA Security Services)

Php 350.

**FACILITY**

Fully air-conditioned and well-ventilated/lighted training room that can accommodate sixty (60) participants per session.  
(Based on the SBMA Labor Department's use of training room fees)

Php 312.50

BA

**TRAINING EQUIPMENT/MATERIALS**

**RESOLUTION IMPLEMENTING THE TRAFFIC RULES AND REGULATIONS  
SEMINAR RATES PROPOSED BY THE SUBIC BAY METROPOLITAN AUTHORITY,  
LAW ENFORCEMENT DEPARTMENT, LAW ENFORCEMENT ACADEMY**

WHEREAS, the Board recognizes the merit of the proposal and has further moved that to accredit Private Operators/Driver Transport Services, a required Php100 per participant with a minimum of twenty (20) and maximum of sixty (60) participants per session shall be imposed to meet the accumulative rates per hour on the foregoing statements.

NOW, THEREFORE, the Board hereby resolved, as it hereby resolved to implement collection of fees from Private Operators/Drivers Transportation Company attending the seminar on Traffic Rules and Regulations and which shall be paid by the requestor to the SBMA Treasury Department upon issuance of Order of Payment from the SBMA Law Enforcement Department. A photocopy of Official Receipt issued by the Treasury Department shall be provided to the Law Enforcement Department for its record.

FURTHER RESOLVED, that this Resolution shall take effect upon approval.

Done in the Subic Bay Freeport Zone, Philippines, this \_\_\_\_\_ day of August 2007.