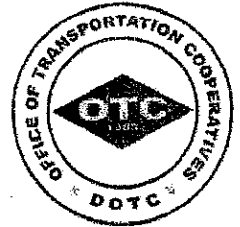


REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS
OFFICE OF TRANSPORTATION COOPERATIVES

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MEMORANDUM CIRCULAR NO. 2015-02-001

TO : THE BOARD OF DIRECTORS
ALL TRANSPORT SERVICE COOPERATIVES

SUBJECT : COOPETALIZATION SEMINAR FOR TSCs

DATE : FEBRUARY 3, 2015

OFFICE OF THE NATIONAL
ADMINISTRATIVE REGISTER
(ONAR)

ADMINISTRATIVE RULES & REGULATIONS

RECEIVED

26 AUG 2015

Based on the evaluation and validation of TC various data gathered by this Office, the great majority of the transport cooperatives are underperforming with regard to their financial performance, thus resulting to the low accumulation of assets and capitalization.

In response to this, the OTC has developed a Training Design dubbed as "Coopetalization Seminar". The seminar is designed specifically for TC leaders to further enhance their knowledge and capability in the aspect of financial management/wellness.

Pursuant to OTC Board Resolution Number 2014-11-08 dated November 24, 2014, this Office adopted the following policy/guidelines for the conduct of Coopetalization Seminar for TC leaders, to wit:

I. SCOPE AND COVERAGE

1.1 The Seminar will be compulsory to all transport cooperatives falling under the following categories:

- a. TSCs that have assets and capitalization of P500,000.00 and below; and
- b. TSCs that incurred net loss/deficit for two (2) consecutive years of operations.

1.2 TSCs with assets and capitalization of more than P 500,000.00 may undergo the seminar on a voluntary basis.

II. TRAINING DESIGN/MODULES

- Current General Situation of Transport Cooperatives
- Challenges and Opportunities
- Sources of Capital (Scope and Limitation)
- Ways to Raise Cooperative Funds (Capital Build-Up Program, Financial Leverage, Grant and Subsidies.
- Financial Wellness Concepts (Savings, Investment, Credit/Outsourcing, NetWorth Planning)

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DOTC – A century of bringing the Filipinos closer together through better transportation and communication

OTC – "KOOPERATIBANG PANSASAKYAN DAAN PARA SA KAUNLARAN"

III. REQUIRED TRAINING PARTICIPANTS

- 3.1 All members of the Board of Directors;
- 3.2 General Manager; and
- 3.3 Treasurer.

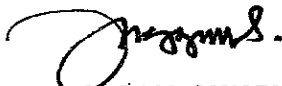
IV. SUPPLEMENTAL RULE

4.1 TCs are required to include in their respective election/appointment guidelines, the attendance to this seminar as part of the qualification requirements of TC Board of Directors, General Manager and Treasurer. Sanctions may be instituted after two (2) years from the issuance of this policy for the erring/defying TCs and Officers.

V. EFFECTIVITY

This guideline shall take effect fifteen (15) days upon submission to the Office of National Administrative Registry (ONAR).

For information and strict compliance.



MELCHOR V. CAYABYAB
Chairman

OED/RDJDGR/RHSU/rhsu
mc/coopetalization

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Date 8/5/2015 Certified By Lina