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DEPARTMENT ADMINISTRATIVE ORDER NO. 2
SERIES OF 1994

SUBJECT: Further amending certain provisions of Ministry Order No. 32, Series of 1985, as amended by Department Order No. 69 Series of 1993 (Rules and Regulations on the Accreditation of Service and Repair Enterprises)

Pursuant to Title X, Book IV of the Administrative Code of 1987 and to more effectively implement the provisions of PD 1572 and Chapter VII of Republic Act No. 7394, otherwise known as the "Consumer Act of the Philippines", the following amendments to M.O. #32, Series of 1985 as amended by DAO #1, Series of 1988 and Department Order No. 69, Series of 1993 are hereby prescribed and promulgated for the information, guidance and compliance to all concerned:

SECTION 1. Letter d, Section 1, Rule I of Ministry Order No. 32, Series of 1985 is hereby amended to read as follows:

- d) "Director" shall be re-defined as the DTI Provincial Directors.

SECTION 2. Section 3, Rule III of Ministry Order No. 32, Series of 1985 is hereby modified by adding letters (e) and (f) to read as follows:

"Section 3 - INSURANCE POLICY

- e) In places where there are no insurance companies willing to undertake the risks, due to the physical structure of the repair and service shop, the Director may grant exemption upon compliance of the undertaking that the registrant owner shall be liable for damage/s caused to the customer's property under repair.

- f) In cases where the shop only undertakes service/repair on jobsite, the Director may grant exemption upon submission of a duly notarized certification that service/repair shall be done at the place where the machine or equipment to be repaired is located."

SECTION 3. Section 5, Number 4, Rule VII of Ministry Order 32, Series of 1985 is hereby amended to read as follows:

"Section 5 - EXEMPTIONS

4. Battery manufacturing plants/factories

SECTION 4. Section 6 thereof is hereby repealed.

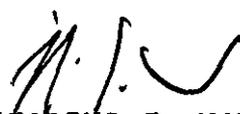
SECTION 5. Section 10 thereof is hereby amended to read as follows:

"Section 10 - POINTS SYSTEM FOR CLASSIFICATION

All service and repair enterprises shall be classified based on point system for each classification and must meet the minimum prerequisite for star ratings. (See attached revised lists of mandatory tools, instruments and equipments for automotive, electronics, electrical, airconditioning and refrigeration service/repair.)"

SECTION 6. These rules and regulations shall take effect fifteen (15) days after its publication in the official gazette or in two (2) newspapers of general circulation.

Makati, Metro Manila, June 2, 1994.


RIZALINO S. NAVARRO ^{Emo}
Secretary

Department of Trade and Industry

MANDATORY TOOLS, EQUIPMENTS AND INSTRUMENTS FOR
MOTOR VEHICLES

D.1. Painting

1. Air Compressor
2. Air Regulator
3. Point Spray Gun

D.2. Body Sheet Metal & Frame Repairs

1. Electric Welder - Oxy-Acetylene
2. Body-Fender Tool Set
3. Portable Sander & Polisher

D.3. Brake System

1. Washing Fan
2. Hydraulic Brake Bleeder (optional)
3. Brake Tube Flaring Tool
4. (Floor Jack
5. (Service Creeper

D.4. Transmission - Manual

1. Gear Oil Pump/Dispenser
2. Torque Wrench
3. Floor Jack
4. Stand
5. Service Creeper
6. Inspection Lamp

D.5. Rear Axle

1. Gear Oil Pump/Dispenser
2. Dial Gauge with adapter
3. Spring Scale
4. Inspection Lamp

D.6. Transmission - Automatic

1. Pressure Gauges/0-300 PSI

D.7. Hydraulic/Pneumatic/Air System

D.8. Engine Overhauling

1. Hoise or Pit (optional)
2. Chain Block
3. Valve Spring Compressor
4. Piston Ring Compressor/Installer
5. Micrometer Set
6. Cylinder Bore Gauge
7. Plastigage
8. Straight Edge
9. Stand
10. Service Creeper
11. Torque Wrench
12. Thickness Gauge
13. Inspection Lamp

D.9. Engine Tune Up

1. Tachometer & Cam Dwell Tester
2. Timing Light
3. Spark Plug Cleaner/Tester (optional)
4. Filler Gauge

D.10. Front Suspension and Steering

1. Including Wheel Alignment Tools

D.11. Complete Wheel Alignment

1. Tire Pressure Gauge
2. Toe-in Gauge
3. Camber Caster King-Pin Gauge
4. Turning Radius Gauge

D.12. Wheel Balancing

1. Dynamic Wheel Balancer

D.13. Lubrication System

1. Washing Stall/Ramp
2. Oil Pump/Dispenser

D.14. Upholstery Services

1. SST for Upholstery Services

D.15. Glass Replacement & Door Repairs

1. SST for Glass Replacement Services

D.16. Auto Electrical Repairs

1. Alternator Checker or Equipment
2. Battery Cell Tester
3. Battery Hydrometer
4. Battery Charger
5. Booster Cable

D.17. Car Airconditioning

1. System analyzer gauge manifold with charging hose and fitting
2. Leak detector (portable hand-held) electronic type or gas
3. Vacuum pump
4. Refrigerant, storage tank 30 lbs. capacity complete with manifold valve
5. Standard tools consisting of:
 - 1 set screw driver
 - 1 set spanner (open 8)
 - 1 set socket wrench 8-21 mm with rachal handle
 - 1 pc. adjustable wrench 8"
6. Flare tool set
7. Pipe cutter (copper tube)

Miscellaneous Tools

1. Snapping Plier Set
2. Vise Grip Wrench
3. Pipe Wrench
4. Drill Set
5. Screw Extractor Set
6. Tap and Die Set
7. Hammer
8. Rubber Mallet
9. Wire Brush
10. Soldering Iron
11. Hacksaw
12. Inspection Lamp
13. Hexagon Wrench Set
14. Stud Puller
15. Filler Gauge

**MANDATORY TOOLS, INSTRUMENTS AND EQUIPMENTS FOR
ELECTRONICS SHOP**

Tools -

1. Longnose Plier
2. Cutter
3. Screwdriver
4. Philips Screwdriver
5. Soldering Iron
6. Socket Wrench
7. Flat File
8. Fan Knife
9. Hacksaw
10. Mechanical Plier
11. Electrical Plier

Instruments -

1. Electric Drill
2. Soldering Iron Gun
3. Multitester
4. Regulated DC Power Supply
5. Automatic Voltage Regulator (AVR)
6. FM Signal Generator
7. Oscilloscope 5MHZ
8. RF Signal Generator
9. Vacuum Cleaner
10. Monitor
11. Syncroscope

**MANDATORY TOOLS, INSTRUMENTS AND EQUIPMENTS FOR
ELECTRICAL SERVICE SHOP**

Tools -

1. Electrical Pliers
2. Mechanical Pliers
3. Screwdriver
4. Philips Screwdriver
5. Cutter
6. Ballpen Hammer
7. Hacksaw
8. Socket Wrench
9. Pen Knife
10. Paint Brush

Instruments & Equipments -

1. Multitester
2. Electric Drill
3. Welding Machine
4. Automatic Voltage Regulator (AVR)
5. Soldering Gun

**MANDATORY TOOLS, INSTRUMENTS AND EQUIPMENTS FOR
REFRIGERATION SHOP**

REFRIGERATION:

Tools -

1. Allen Wrenches
2. Screwdriver
3. Philips Screwdriver
4. Mechanical Plier
5. Electrical Plier
6. Longnose Plier
7. Visegrip
8. Flaring Tools
9. Tube Cutter
10. Swaging Tool
11. Pinching Tool
12. Ballhammer

Equipment -

1. Vacuum Pump
2. Nitrogen Tank
3. Oxygen Tank
4. Acetylene Tank
5. Freon Tank
6. Portable Sander

Instruments -

1. System Analyzer Compound Gauge
2. Multitester
3. Ammeter or Ampere Meter
4. Thermometer

REFRIGERATION SHOP WITH PAINTING SERVICE:

1. All of the above plus the following -
 - a. Spraygun
 - b. Aircompressor
 - c. Gas Mask
 - d. Pallet

**MANDATORY TOOLS, EQUIPMENTS AND INSTRUMENTS FOR
AIRCONDITIONING SERVICE SHOP**

Tools -

1. Allen Wrenches
2. Screwdriver
3. Philips Screwdriver
4. Mechanical Plier
5. Electrical Plier
6. Longnose
7. Vise grip
8. Flaring Tools
9. Swaging Tool
10. Pinching Tool
11. Ballhammer
12. Adjustable Wrenches
13. Open and Close Wrenches Sets
14. Socket Wrenches
15. Scissors
16. Gasket Cutter
17. Tube Cutter
18. Brush
19. Coldchisel
20. Mallet (Steel)
21. Pipe Wrench
22. Electric Drill

Instruments -

1. Multitester
2. Ammeter or Ampere Meter
3. Thermometer
4. Test Light
5. Grease Gun
6. System Analyzer
7. Vacuummeter
8. Level
9. Sling Thermometer
10. Megger
11. Leak Detector
12. Soldering Gun

Equipment -

1. Portable Vacuum Pump
2. Nitrogen Tank
3. Oxygen Tank
4. Acetylene Tank
5. Freon Tank
6. Pressure Washer
7. Portable Electric Drill
8. Soldering Gun
9. Bench Vise
10. Grinder
11. Electric Welding Set
12. Sander

FOR SIMPLE SHOP:

Tools - 1 to 18

Instruments - 1 to 7

Equipment - #1, Blue Torch, 5, 7 and 8