



13. Payment of traffic violation fees				
Fines such as speed limit violation, driving under the influence (DUI) of alcohol and keep right except to overtake violation for all kinds of motor vehicles that violate traffic rules within the Bataan Highways.				
Office or Division:	Office of the Provincial Treasurer / Collection Division / Office, Field Collection			
Classification:	Simple			
Type of Transaction:	G2C- Government to Citizen			
Who may avail:	Traffic violators			
CHECKLIST OF REQUIREMENTS		WHERE TO SECURE		
Citation Ticket (1 original) Order of Payment - for No Contact Apprehension Program (NoCap) (1 original)		Metro Bataan Development Authority (MBDA) 1BOSSCO		
CLIENTS STEPS	AGENCY ACTION	FEES TO BE PAID	PRO-CESSING TIME	PERSON RESPONSIBLE
Violation through MBDA 1. Presents the citation ticket to counters 2 to 5 and waits to be called. (for office payment) * Presents the citation ticket to field collector (for field payment)	1. Informs the taxpayer of the amount to be paid and prepares the official receipt (Accountable Form 51).	None	2 minutes	<i>Administrative Assistant I</i> Collection Division Office, Field Collection
2. Pays the corresponding fee.	2. Receives payment and issues the official receipt (AF 51)	Speed limit violation fee - PHP 2,078; Keep Right except to Overtake violation fee: 1st offense - PHP 500, 2nd offense - PHP 1,000, 3rd offense - PHP 2,500; DUI violation fee - PHP 5,000	2 minutes	<i>Administrative Assistant I</i> Collection Division Office, Field Collection
TOTAL:		Speed limit violation fee - PHP 2,078; Keep Right except to Overtake violation fee: 1st offense - PHP 500, 2nd offense - PHP 1,000, 3rd offense - PHP 2,500; DUI violation fee - PHP 5,000	4 minutes	
Payment of Speed Limit Violation is covered under SP Resolution No. 22S, Section 5A				



Speed-limit Violation (NoCAP) I. Through 1BOSSCO (walk-in) 1. Presents the order of payment from 1BOSSCO to counter 5 and wait to be called.	1. Prepares the official receipt (Accountable Form 51).	1st Offense: PHP 2,000 2nd Offense: PHP 3,000 3rd and succeeding Offense: PHP 4,000	2 minutes	<i>Computer Operator / Collection Division Office Collection</i>
2. Pays the corresponding fee.	2. Receives payment and issues the official receipt (AF 51)	None	2 minutes	<i>Computer Operator / Collection Division Office Collection</i>
TOTAL:		1st Offense: PHP 2,000 2nd Offense: PHP 3,000 3rd and succeeding Offense: PHP 4,000	4 minutes	
Speed-limit Violation (NoCAP) II. Through Online Payment A. through Paynemics 1. Visits nocap.bataanprovince.net to check if there is an existing violation, settles the offense via Paynemics and sends the proof of payment to pto@bataan.gov.ph	1. Requests a snapshot of transactions from LBP to verify that the amount has been credited to PGB LBP account.	None	2 minutes	<i>Computer Operator / Collection Division Office Collection</i>
2. None	2. Prepares the official receipt (Accountable Form 51).	1st Offense: PHP 2,000 2nd Offense: PHP 3,000 3rd and succeeding Offense: PHP 4,000	2 minutes	<i>Computer Operator / Collection Division Office Collection</i>
3. None	3. Scans the official receipt and sends the copy to Paynemics via email. Files the official receipts to be picked up by	None	2 minutes	<i>Computer Operator / Collection Division Office Collection</i>
TOTAL:		1st Offense: PHP 2,000 2nd Offense: PHP 3,000 3rd and succeeding Offense: PHP 4,000	6 minutes	



Speed-limit Violation (NoCAP) II. through Online Payment B. through bank transfer/ direct bank deposit to PGB's LBP Account 1. Sends a copy of the Notice of Violation to pto@bataan.gov.ph	1. Requests for an order of payment from 1BOSSCO.	None	1 minute	Computer Operator / Collection Division Office Collection
2. None	2. Sends the order of payment and the instructions for payment to the violator.	None	1 minute	Computer Operator / Collection Division Office Collection
3. Pays the corresponding fee and sends the transaction receipt/validated deposit slip to pto@bataan.gov.ph	3. Requests snapshot of transactions from LBP to verify that the amount has been credited to PGB LBP account.	None	1 minute	Computer Operator / Collection Division Office Collection
4. None	4. Prepares the official receipt (Accountable Form 51)	1st Offense: PHP 2,000 2nd Offense: PHP 3,000 3rd and succeeding Offense: PHP 4,000	2 minutes	Computer Operator / Collection Division Office Collection
5. For safekeeping of the collecting officer Requests for a scanned copy of Official Receipt	5. Scans the official receipt and sends the copy to violator via email.	None	1 minute	Computer Operator / Collection Division Office Collection
5.1 For mailing Requests to have the Official Receipt delivered and provides the details of the recipient	5.1 Sends the instructions for payment of the courier fee to the violator	None	2 minutes	Computer Operator / Collection Division Office Collection
6. None	6. Prepares the official receipt (Accountable Form 51)	PHP 155	2 minutes	Computer Operator / Collection Division Office Collection
7. None	7. Scans the official receipt and sends the copy to violator via email.	None	1 minute	Computer Operator / Collection Division Office Collection
TOTAL:		1st Offense: PHP 2,000 2nd Offense: PHP 3,000 3rd and succeeding: PHP 4,000 LBC: PHP 155	10 minutes	

Payment of Speed Limit Violation (NoCAP) is covered under SP Ordinance No. 08 s. 2021