



Republic of the Philippines
DEPARTMENT of AGRARIAN REFORM

ADMINISTRATIVE ORDER NO. 06
Series of 2006

SUBJECT : REVISED GUIDELINES ON AWARD TO CHILDREN OF LANDOWNERS PURSUANT TO SECTIONS 6 AND 22 OF REPUBLIC ACT NO. 6657

In order to ensure the proper award of lands to qualified children of landowners under Sections 6 and 22 of Republic Act (R.A.) No. 6657, the following guidelines are hereby promulgated.

**ARTICLE I
PRELIMINARY PROVISIONS**

SECTION 1. Coverage. This Administrative Order (A.O.) shall include all children of landowners who are qualified to be awarded with a portion of the agricultural land of their parent-landowners covered under the Comprehensive Agrarian Reform Program (CARP).

SEC. 2. Policy Statements. The awarding of lands to children of landowners shall be governed by the following policies:

- 2.1 The child of a landowner shall be given preference in the distribution of his/her parent's land provided he/she meets all the qualifications of a child-awardee provided under Section 3 of this A.O.; *Provided further*, that only untenanted portions of the landholding may be subject for award and that actual tenant-tillers in the landholding shall not be ejected or removed therefrom. The child cannot claim that he/she is directly managing the farm if the same has tenants or lessees, considering that the tenants on the land, who became lessees as of June 15, 1988, have the right to directly manage the land and the obligation to pay the lease rental thereof.
- 2.2 In all cases, the aggregate award to a qualified child shall not exceed the limit of three (3) hectares.
- 2.3 A qualified child who owns less than five (5) hectares of agricultural lands is still entitled to an award of his/her parent's landholding provided that his/her total area, including the area to be awarded under CARP, shall not exceed the five (5) hectare ownership ceiling.
- 2.4 A Certificate of Land Ownership Award (CLOA) duly registered with the Register of Deeds (ROD) concerned shall be issued to qualified child/ren of landowners.
- 2.5 In view of the award to children of landowners pursuant to Section 6 of R.A. No. 6657, the obligation of the Land Bank of the Philippines (LBP) to pay the landowners for the land and for the awardee to amortize the property are not applicable.

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- 2.6 A qualified child cannot enter into Voluntary Land Transfer/Direct Payment Scheme (VLT/DPS) agreement with his/her parent-landowner unless he/she is a tenant in his/her own right prior to June 15, 1988. In such cases, the rules and procedures provided in Administrative Order (A.O.) No. 8, Series of 2003 titled, "2003 Guidelines on the Acquisition and Distribution of Compensable Agricultural Lands under Voluntary Land Transfer/Direct Payment Scheme (VLT/DPS)" shall apply.
- 2.7 The land awarded to a qualified child shall be utilized for agricultural production and shall be subject to the usual restrictions and conditions governing CLOAs as provided in R.A. No. 6657 and pertinent implementing guidelines.
- 2.8 The landowner shall nominate his/her qualified child/ren-awardee/s within thirty (30) days from receipt of the Notice of Coverage (NOC) or upon the filing of Voluntary Offer to Sell (VOS). Failure to do so within the said period shall constitute a waiver of the landowner's privilege to nominate children who may qualify as beneficiaries under CARP.
- 2.9 Children of landowners who were not nominated by their parent-landowner and children of landowners who did not avail of their retention rights shall not be precluded from filing an application to be awarded a portion of the agricultural land owned by their parent-landowner.

SEC. 3. *Qualifications of Children-Awardees.* The child of a landowner whose landholding is subject of acquisition and distribution under the CARP may be awarded and given preference in the distribution of said lands if he/she meets all of the following criteria:

- 3.1 Filipino citizen;
- 3.2 At least fifteen (15) years of age; and
- 3.3 Actual tillers or one directly managing the farm as of June 15, 1988 up to the time of the conduct of field investigation of the landholding under CARP. Direct management shall refer to the cultivation of the land through personal supervision under the system of labor administration. It shall be interpreted along the lines of farm management as an actual major activity being performed by the landowner's child from which he/she derives his/her primary source of income.

SEC. 4. *Rights and Obligations.* The children-awardees shall have the following rights and obligations:

- 4.1 All children-awardees shall exercise diligence in the use, cultivation and maintenance of the land including the improvements thereon. Unauthorized sale of the land, or negligence or misuse of the land and support extended to children-awardees, and other violations under existing guidelines shall be grounds for the forfeiture of their right as such;
- 4.2 Lands awarded to qualified children of landowners may not be sold, transferred or conveyed except through hereditary succession or to the government, or to the LBP, or to other qualified beneficiaries for a period of ten (10) years; *Provided, however,* that the children or the spouse of the transferor shall have a right to repurchase the land from the government or the LBP within a period of two (2) years from the date of transfer; and

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- 4.3 The children-awardees may avail of any support services being provided by the government in agrarian reform areas.

ARTICLE II OPERATING PROCEDURES

SEC. 5. Operating Procedures. The following procedures shall govern the application, screening and distribution of lands to all qualified children of landowners under the CARP (See LAD-Award Child Annex "A" on the process flow):

- 5.1 The potential child/ren-awardee/s shall prepare and submit to the Department of Agrarian Reform Municipal Office (DARMO) the documentary requirements enumerated in Art. II, Sec. 5, Item 5.2.3 of this A.O. within fifteen (15) days from receipt of the DARMO's letter.

- 5.2 The DARMO shall:

5.2.1 Identify the child/ren who was/were nominated by the landowner in his/her Sworn Application for Retention (LAD-Award Child Annex "B", Sworn Application for Retention under Republic Act 6657), including the child/ren of landowners who did not avail of their retention rights and those who were not nominated by the landowner but are qualified to be awardees of their parent's landholding.

5.2.2 Prepare the List of Potential Child/ren-Awardee/s under CARP (LAD-Award Child Form No. 1/1-A) of the subject landholding and immediately post the same for a period of fifteen (15) days in the bulletin boards of barangay or municipal halls where the landholding is located and in other conspicuous places in the community. A copy of the said list shall be filed for reference.

In case there are objections or queries regarding the list of potential child/ren-awardee/s, the concerned party/ies may bring the matter to the DARMO within thirty (30) days from the last day of posting of said list. The DARMO shall undertake appropriate action on the matter within ten (10) days from receipt of the said objections/queries. The pertinent rules and procedures of existing guidelines shall apply on the resolution of the objections/queries of the affected parties.

5.2.3 Simultaneous with the posting period, send a letter to the potential child/ren-awardee/s requiring him/her/them to submit the following documentary requirements (LAD-Award Child Form No. 2):

5.2.3.1 Authenticated copy of birth certificate;

5.2.3.2 Corroborative affidavit of two (2) disinterested parties preferably owners or tenants of the lands adjacent to the subject landholding that the child/ren has/have been actually tilling or directly managing the farm as of June 15, 1988 up to the filing of the application for retention or the time of the acquisition of the landholding under CARP; and

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- 5.2.3.3 Certificate of aggregate landholding from the City/Municipal/Provincial Assessor stating the landholding/s registered in the name of the potential child/ren and his/her spouse, if married.
- 5.2.4 Immediately after the 15-day posting period, issue a Certificate of Posting Compliance (LAD-Award Child Form No. 3).
- 5.2.5 Receive and record in a logbook allocated for the purpose the documentary requirements submitted by the potential child-awardee pursuant to Art. II, Sec. 5, Item 5.1 of this A.O.
- 5.2.6 Conduct field investigation with the assistance of the Barangay Agrarian Reform Committee (BARC) to confirm and/or validate the following:
- 5.2.6.1 Identity of the landowner and each potential child-awardee;
- 5.2.6.2 Whether or not the potential child-awardee has been actually tilling the land or directly managing the farm as of June 15, 1988 up to the time of the conduct of field investigation on the subject landholding under CARP; and
- 5.2.6.3 Whether or not the potential child-awardee meets the requirements to be an awardee of agricultural land owned by his/her parent-landowner under the CARP pursuant to Art. I. Sec. 3 of this A.O.
- 5.2.7 Prepare the Field Investigation Report (FIR) (LAD-Award Child Form No. 4) to be noted and signed by the Provincial Agrarian Reform Officer (PARO).
- 5.2.8 Evaluate the documentary requirements and FIR. If the potential child/ren of the landowner qualify/ies as awardee/s based on the result of the field investigation and the supporting documents, recommend to the Regional Director (RD), through the PARO, the approval of awarding to the potential child-awardee a portion of the parent-landowner's landholding (LAD-Award Child Form No. 5).
- Otherwise, inform the RD, through the PARO, the reasons why the potential child/ren is/are not qualified to be child/ren-awardee/s (LAD-Award Child Form No. 5).
- 5.2.9 Prepare and transmit to the PARO the award to child folder (ACF) containing the documentary requirements submitted by the potential child/ren awardee/s under Art. II, Sec. 5, Item 5.1 of this A.O., including its recommendation, FIR and supporting documents.
- 5.2.10 Subsequent to the receipt from the Department of Agrarian Reform Provincial Office (DARPO) of the Order of Award/Denial pursuant to Art. II, Sec. 5, Item 5.3.3 of this A.O., transmit the original copy of the Order of Award/Denial to the concerned child/ren-awardee/s. A copy of the Order of Award/Denial shall be included in the ACF and Retention Folder.

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5.3 The DARPO shall:

- 5.3.1 Receive the ACF and record the same in a logbook allocated for the purpose.
- 5.3.2 Review and evaluate the ACF and ensure that the FIR is signed by the PARO. If the ACF is in order, transmit the same to the RD for the approval/disapproval of the award to child/ren of agricultural lands owned by his/her/their parent-landowner. Otherwise, return the same to the DARMO for appropriate action.
- 5.3.3 Subsequent to the receipt from the Department of Agrarian Reform Regional Office (DARRO) of the Order of Award/Denial pursuant to Art. II, Sec. 5, Item 5.4.2 of this Order, record the Order of Award/Denial and transmit the same to the DARMO for proper disposition.

5.4 The DARRO shall:

- 5.4.1 Receive and record the ACF in a logbook allocated for the purpose.
 - 5.4.2 The RD shall issue an Order of Award to the child/ren-awardee/s (LAD-Award Child Form No. 6) if the decision is favorable based on the merits of submitted documents. Otherwise, issue an Order of Denial to the disqualified potential child-awardee (LAD Award-Child Form No. 7). The Order of Award/Denial shall be forwarded to the DARPO.
- 5.5 The procedures for the review and approval of application for retention under Secs. 11 and 12 of A.O. No. 2, Series of 2003 titled, "2003 Rules and Procedures Governing Landowner Retention Rights" as appropriate to the processing of awarding a portion of the parent-landowner's landholding to qualified children shall apply.
- 5.6 The procedures for land acquisition and distribution prescribed under A.O. No. 2, Series of 2005 titled, "Rules and Procedures Governing the Acquisition of Agricultural Lands Subject of Voluntary Offer to Sell and Compulsory Acquisition and Those Covered under Executive Order No. 407" shall be strictly followed.

SEC. 6. Protest of Disqualified Child/ren-Awardee/s. The concerned child/ren of the landowner shall file with the RD a written protest and pertinent documents/evidence within fifteen (15) days from receipt of the Order of Denial issued by RD. The resolution of protest filed by the disqualified child/ren-awardee/s shall be in accordance with the rules and procedures for agrarian law implementation (ALI) cases (A.O. No. 3, Series of 2003).

ARTICLE III SANCTIONS

SEC. 7. Penalties. Any violations of the provisions of this A.O. shall be punished by imprisonment of not less than one (1) month to not more than three (3) years, or a fine not less than fifteen thousand pesos (₱15,000), or both, at the discretion of the court.

The DAR shall initiate the filing of a case against erring landowners before the proper forum.

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**ARTICLE IV
FINAL PROVISIONS**

SEC. 8. *Transitory Provision.* Upon effectivity of this A.O., all pending applications, including those with incomplete documents, and new applications for award to children shall be processed in accordance with the procedures provided herein.

SEC. 9. *Repealing Clause.* This Order supersedes M.C. No. 4, Series of 1994 and modifies or amends accordingly all other rules, regulations and issuances inconsistent herewith.

SEC. 10. *Effectivity.* This Administrative Order shall take effect ten (10) days after its publication in two (2) newspapers of general circulation pursuant to Section 49 of R.A. No. 6657.

Diliman, Quezon City. 06 September, 2006.


NASSER C. PANGANDAMAN
OIC-Secretary 

Republic of the Philippines
DEPARTMENT OF AGRARIAN REFORM
 Municipality of _____
 Province of _____

LIST OF POTENTIAL CHILD/REN-AWARDEE/S UNDER CARP

To Whom It May Concern:

This is to inform you that based on the information gathered by the Department of Agrarian Reform Municipal Office (DARMO) and from the Sworn Application for Retention of Mr./Ms. _____ (name of parent-landowner) under Compulsory Acquisition (CA)/Voluntary Offer to Sell (VOS)/Voluntary Land Transfer (VLT)/Direct Payment Scheme (DPS), the following person/s has/have been listed in our office as potential awardees of a parcel of landholdings owned by the abovementioned parent-landowner, located at brgy. _____, municipality of _____, province of _____, with TCT/OCT No. _____, and a total area of _____ hectares, more or less:

Complete Name of All Child/ren (Start from eldest to youngest)	Indicate Whether Nominated or Not Nominated Potential Awardee	Address	Birth Date (mm/dd/yy)	Spouse's Name

All concerned parties who have objections or queries regarding the qualifications of any person in the list are invited to visit our office to explain and submit the necessary documents to prove his/her/their claim within thirty (30) days from the last day of posting of this list.

Attached herewith is the signed Sworn Application for Retention of Mr./Ms. _____ (name of landowner) for reference.

Posted this _____ day of _____, year 200__.

Prepared by:

Reviewed by:

Signature Over Printed Name of ARPT

Signature Over Printed Name of MARO

Distribution of Copies:

- Original: For Posting
- Duplicate: DARMO File

Republika ng Pilipinas
KAGAWARAN NG REPORMANG PANSAKAHAN
 Munisipalidad ng _____
 Probinsya ng _____

**LISTAHAN NG MGA ANAK NG MAY-ARI NG LUPA MAGING
 POTENSYAL NA BENEPISYARYO NG CARP**

Sa Kinauukulan:

Ipinababatid namin sa inyo na batay sa nakalap na impormasyon ng Munisipal na Tanggapan ng Kagawaran ng Repormang Pansakahang at mula sa Sinumpaang Aplikasyon sa Retensyon ni G./Gng. _____ (pangalan ng magulang-may-ari ng lupa) sa ilalim ng Compulsory Acquisition (CA)/Voluntary Offer to Sell (VOS)/Voluntary Land Transfer (VLT)/Direct Payment Scheme (DPS), ang mga sumusunod na tao ay naitala sa aming tanggapan bilang potensyal na pagkakalooban ng lupaing pagmamay-ari ng nabanggit na magulang, na matatagpuan sa brgy. _____, munisipalidad ng _____, lalawigan ng _____, may TCT/OCT Blg. _____ at may kabuuang sukat na _____ ektarya, higit-kumulang:

Kumpletong Pangalan ng Lahat na Anak (Mula sa panganay hanggang sa pinakabata)	Ilagay kung Hinirang o Hindi Hinirang Maging Potensyal na Benepisyaryo	Tirahan	Araw ng Kapanganakan (buwan/araw/taon)	Pangalan ng Asawa

Lahat ng kinauukulan na di-sumasangayon o may mga katanungan sa kwalipikasyon ng sinumang tao sa talaan ay inaanyayahan na magsadya sa aming tanggapan upang magpaliwanag at magbigay ng kaukulang dokumento na magpapatunay sa kanyang/kanilang pahayag sa loob ng tatlongpung (30) araw simula sa huling araw ng pagpapaskil nitong listahan.

Kalakip nito ay ang nilagdaan na Sinumpaang Aplikasyon sa Retensyon ni G./Gng. _____ (pangalan ng may-ari ng lupa) bilang sanggunian.

Ipinaskil nitong ika-_____ ng _____, taong 200__.

Ginawa ni:

Sinuri ni:

Pangalan at Lagda ng ARPT

Pangalan at Lagda ng MARO

Distribution of Copies:

[] Original: For Posting
 [] Duplicate: DARMO File

Republic of the Philippines
DEPARTMENT OF AGRARIAN REFORM
Municipality of _____
Province of _____

**LETTER TO POTENTIAL CHILD/REN-AWARDEE/S REGARDING THE AWARD
OF AGRICULTURAL LANDS OWNED BY PARENT-LANDOWNER**

Date

(Name)

(Address)

Sir/Madam:

This is to inform you that pursuant to Administrative Order (A.O.) No. _____, Series of 2006 titled, "Revised Guidelines on Award to Children of Landowners Pursuant to Sections 6 and 22 of Republic Act No. 6657", you were identified as potential awardee of a portion of agricultural land owned by _____ (name of parent-landowner), embraced under TCT/OCT No. _____, located at barangay _____, municipality of _____, province of _____, and with an area of _____ (hectares), more or less.

In view of the foregoing, may we request you to submit the following documents:

1. Authenticated copy of your birth certificate;
2. Corroborative affidavit of two (2) disinterested parties, preferably owners or tenants of the lands adjacent to the subject landholding, that you have been actually tilling or directly managing the farm as of 15 June 1988 up to the filing of application for retention of your parent-landowner or the time of the acquisition of the subject landholding under CARP; and
3. Certificate of aggregate landholding from the City/Municipal/Provincial Assessor stating the landholding/s registered in your name and your spouse, if married.

Your compliance to the abovementioned requirements within fifteen (15) days from receipt of this letter will facilitate the evaluation of your qualification to be awarded a portion of the subject agricultural land of your parent.

Very truly yours,

Signature Over Printed Name of MARO

Distribution of Copies:

Original	:	Child of Parent-Landowner
Duplicate	:	Retention Folder
Triplicate	:	ACF
Quadruplicate	:	DARMO

Republic of the Philippines
DEPARTMENT OF AGRARIAN REFORM
Municipality of _____
Province of _____

CERTIFICATE OF POSTING COMPLIANCE

This is to certify that the List of Potential Child/ren-Awardee/s (LAD-Award Child Form No. 1/1-A) of the subject landholding covered under the Comprehensive Agrarian Reform Program (CARP), owned by _____ (name of parent-landowner), with an area of _____ hectares, more or less, situated in brgy. _____, municipality of _____, province of _____ has been posted for a period of fifteen (15) days from _____ to _____.

This certification is issued as a proof that the list has been properly posted in the Barangay/Municipal Halls, DAR Municipal Office and other conspicuous places in the community during the required fifteen-day posting period.

Done this _____, 20__.

Signature Over Printed Name of
Municipal Agrarian Reform Officer (MARO)

Distribution of Copies:

<input type="checkbox"/>	Original	:	ACF
<input type="checkbox"/>	Duplicate	:	Retention Folder
<input type="checkbox"/>	Triplicate	:	BARC Chairman
<input type="checkbox"/>	Quadruplicate	:	Barangay/Municipal Office
<input type="checkbox"/>	Quintuplicate	:	DARMO File

Republic of the Philippines
DEPARTMENT OF AGRARIAN REFORM
Municipality of _____
Province of _____

FIELD INVESTIGATION REPORT
(Award to Children)

I. BASIC INFORMATION

A. LANDOWNER

Name of Landowner : _____
Postal Address : _____
Name of Spouse : _____

B. LAND

OCT/TCT No/s. : _____
Tax Declaration No. : _____
Lot No. : _____ Approval Survey Plan No. : _____
Total Area Per Title: _____
Location of Property : _____
(Barangay) (Municipality/City) (Province)
LAND USE: _____

C. POTENTIAL CHILD/REN-AWARDEE/S OF LANDHOLDING OWNED BY THE PARENT LANDOWNER

C.1. Name of Child: _____
Postal Address: _____
Date of Birth: _____ Place of Birth: _____
Exact Age of Potential Child-Awardee at the Time of Conduct of Field Investigation: _____
Number of Years: _____
Actually Tilling the Land: _____
Directly Managing the Farm: _____
Name of Spouse: _____

C.2. Name of Child: _____
Postal Address: _____
Date of Birth: _____ Place of Birth: _____
Exact Age of Potential Child-Awardee at the Time of Conduct of Field Investigation: _____
Number of Years: _____
Actually Tilling the Land: _____
Directly Managing the Farm: _____
Name of Spouse: _____

II. COMMENTS/FINDINGS/RECOMMENDATIONS

A. COMMENTS/FINDINGS:

B. RECOMMENDATIONS:

III. OTHER INFORMATION

A. Conducted By:

Name	Designation & Office	Signature
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

B. Date Conducted:

Place Conducted:

We hereby certify that the information/data and findings contained in this report are based on field investigation of the subject landholding and actual examination of pertinent documents, and that the same are true and correct to the best of our knowledge.

Prepared by:

<hr/> <p>Signature Over Printed Name of ARPT/SARPT</p>	<hr/> <p>Date</p>
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Attested by:

<hr/> <p>Signature Over Printed Name of MARO</p>	<hr/> <p>Date</p>
--	-------------------

<hr/> <p>Signature Over Printed Name of BARC Chairman</p>	<hr/> <p>Date</p>
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Noted by:

Signature Over Printed Name of
PARO

Date

Distribution of Copy:

- | | | | |
|--------------------------|---------------|---|------------------------------|
| <input type="checkbox"/> | Original | : | ACF |
| <input type="checkbox"/> | Duplicate | : | Retention Folder |
| <input type="checkbox"/> | Triplicate | : | BARC Chairman/Brgy. Chairman |
| <input type="checkbox"/> | Quadruplicate | : | DARMO File |

Award form 4 field report_final

Republic of the Philippines
DEPARTMENT OF AGRARIAN REFORM
 Municipality of _____
 Province of _____
 Region No. _____

**RECOMMENDATION FOR APPROVAL/DISAPPROVAL OF
 AWARD TO CHILDREN OF AGRICULTURAL LANDS
 OWNED BY PARENT-LANDOWNER**

MEMORANDUM

DATE : _____

FOR : _____
 Director
 DAR Regional Office

THRU : _____
 Provincial Agrarian Reform Officer
 DAR Provincial Office

FROM : _____
 Municipal Agrarian Reform Officer
 DAR Municipal Office

SUBJECT : **RECOMMENDATION ON THE AWARD TO CHILD/REN OF
 AGRICULTURAL LANDS OWNED BY PARENT-LANDOWNER**

Pursuant to Administrative Order (A.O.) No. _____, Series of 2006 titled, "Revised Guidelines on Award to Children of Landowners Pursuant to Sections 6 and 22 of Republic Act No. 6657" and based on the documents submitted to the DARMO, it is hereby recommended that the award of a portion of agricultural land owned by _____ (name of parent-landowner), embraced under TCT/OCT No. _____, located at barangay _____, municipality of _____, province of _____, and with an area of _____ (hectares), more or less, to the following child/children-awardee/s be approved/disapproved:

Name of Awardee/s	Address	Reason/s of Approval/Disapproval

(Add space if necessary)

LAD – Award Child Form No. 5

The approval/disapproval of the said award to child/ren of parent-landowner is based on the following documents:

- Field Investigation Report (LAD-Award Child Form No. 4);
- Sworn Application for Retention (LAD-Award Child Annex "B");
- Authenticated Copy of Birth Certificate;
- Corroborative Affidavit of Two (2) Disinterested Parties;
- Certificate of Aggregate Landholding from the City/Municipal/Provincial Assessor; and
- Others (Please Specify) _____

Attached are the following documents for the Director's reference:

- List of Potential Child/ren-Awardee/s under CARP (LAD-Award Child Form No. 1) / Listahan ng mga Anak ng May-Ari ng Lupa Maging Potensyal na Benepisyaryo ng CARP (LAD-Award Child Form No. 1-A);
- Letter to Potential Child/ren-Awardee/s Regarding the Award of Agricultural Lands Owned by Parent-Landowner (LAD-Award Child Form No. 2); and
- Certificate of Posting Compliance (LAD-Award Child Form No. 3).

For the Director's perusal and appropriate action.

Noted by:

Signature Over Printed Name of
MARO

Signature Over Printed Name of
PARO

Date Signed

Date Signed

Distribution of Copies:

Original	:	DARRO
Duplicate	:	DARPO
Triplicate	:	ACF
Quadruplicate	:	DARMO
Quintuplicate	:	Retention Folder

Republic of the Philippines
DEPARTMENT OF AGRARIAN REFORM
Region _____

**ORDER OF AWARD TO QUALIFIED CHILD/REN
OF PARENT-LANDOWNER**

In Re: Application for Award of Land to Child/ren of Parent-Landowner **Name of Parent-Landowner:** _____
Address: _____

This has reference to the application for an award of a portion of the agricultural land to the child/ren of the abovementioned parent-landowner covered under the Comprehensive Agrarian Reform Program (CARP).

The application was processed pursuant to Sections 6 and 22 of Republic Act No. 6657 and Administrative Order No. ____, Series of 2006. Based on the review and evaluation of the recommendation, Field Investigation Report (FIR) and pertinent documents submitted to this Office, it was found out that the following child/ren of parent-landowner is/are qualified as awardee/s of lot/s described below, which forms part of the agricultural land owned by the abovementioned parent-landowner, embraced by OCT/TCT No. _____ with a total area of _____(hectares), more or less located in _____:

Name of Child/ren Awardee/s	Lot No./Block No.	Approved Survey Plan No.	Area (Hectare)

In view of the foregoing, a Certificate of Land Ownership Award (CLOA) shall be issued to the child/ren-awardee/s upon compliance of the necessary documents on the distribution of agricultural lands under Compulsory Acquisition (CA)/Voluntary Offer to Sell (VOS).

This Order of Award shall become final after fifteen (15) days from receipt of the child/ren-awardee/s, unless duly protested/appealed by the concerned party/ies.

So Ordered:

_____, Philippines _____ 200__

Signature Over Printed Name
of the Regional Director

Copy Furnished:

- Original : Child/ren
- Duplicate : Parent-Landowner
- Triplicate : DARRO
- Quadruplicate : ACF
- Quintuplicate : Retention Folder
- Sixtuplicate : DARMO

Operating Procedures on Award to Children under CARP

Sec. 5 - Operating Procedures

DARMO

START

Identifies child/ren who was/were nominated by the landowner (LO) in his/her Sworn Application for Retention, including the child/ren of landowners who did not avail of their retention rights and those who were not nominated by the landowner but are qualified to be awardees of their parent's landholding.

LAD-Award Child Annex B

Prepares the List of Potential Child/ren-Awardee/s under CARP of the subject landholding.

LAD Award Child Form No. 1/1-A

Posts the List of Potential Child/ren-Awardee/s under CARP for a period of fifteen (15) days in the bulletin boards of barangay or municipal halls where the landholding is located and in other conspicuous places in the community.

LAD-Award Child Form No. 1/1-A

Sends a letter to the potential child/ren-awardee/s requiring him/her/them to submit the following documentary requirements:

- Authenticated copy of birth certificate;
- Corroborative affidavit of two (2) disinterested parties preferably owners or tenants of the lands adjacent to the subject landholding that the child/ren has/have been actually tilling or directly managing the farm as of June 15, 1988 up to the filing of the application for retention or the time of the acquisition of the landholding under CARP; and
- Certificate of aggregate landholding from the City/Municipal/Provincial Assessor stating the landholding/s registered in the name of the potential child/ren and his/her spouse, if married.

LAD-Award Child Form No. 2

Immediately after the 15-day posting period, issues a Certificate of Posting Compliance.

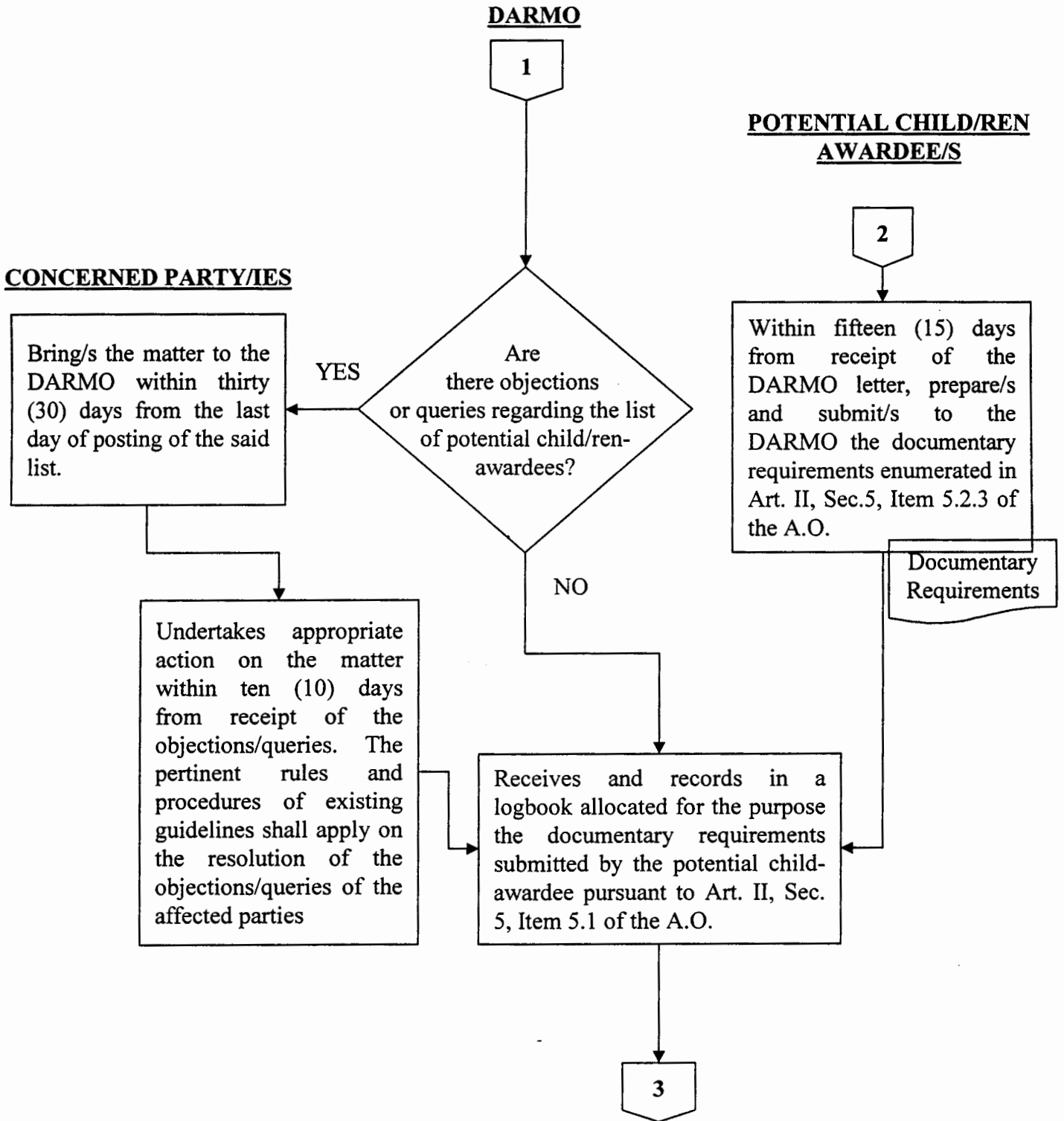
LAD-Award Child Form No. 3

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Operating Procedures on Award to Children under CARP

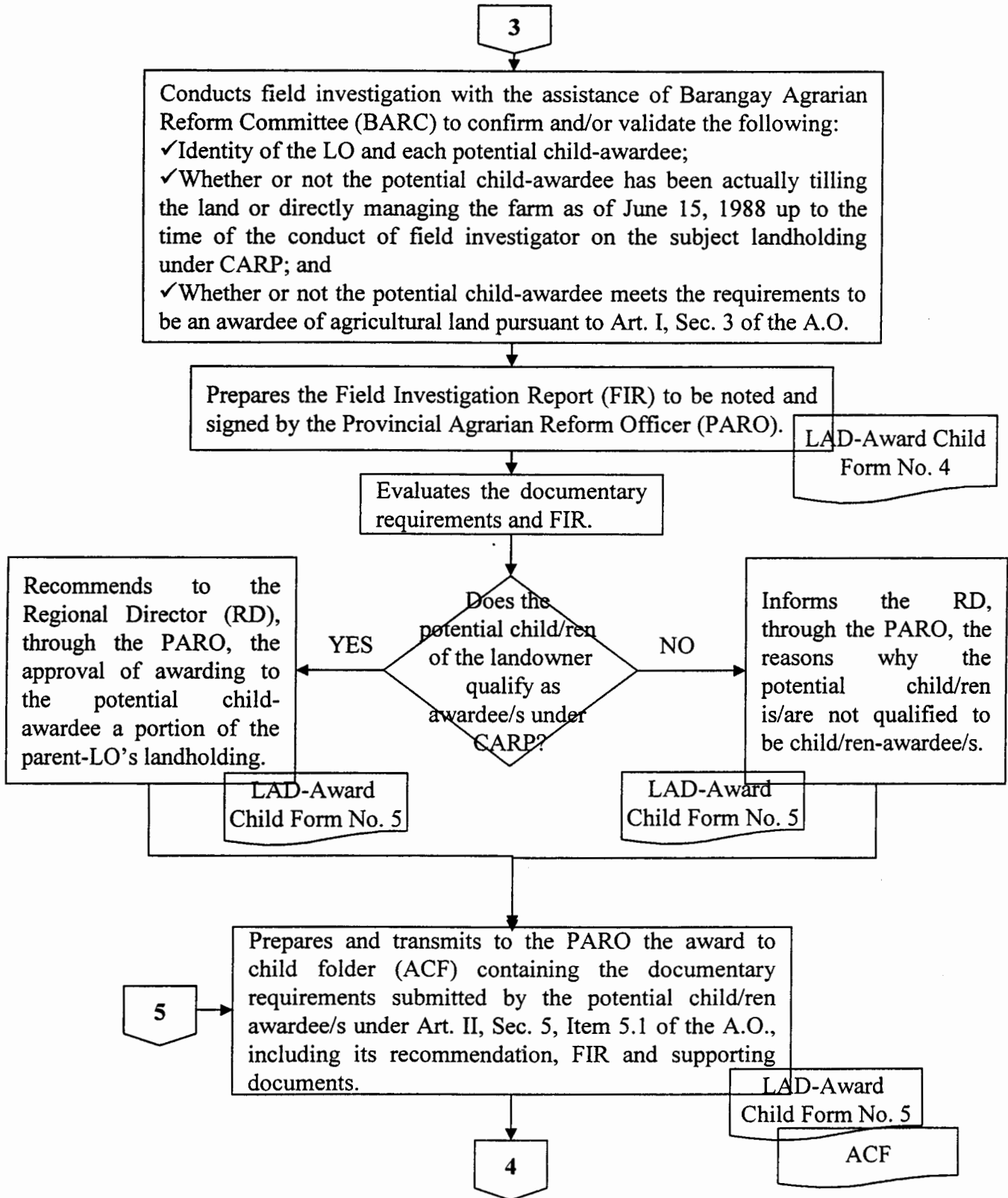
Sec. 5 – Operating Procedures



Operating Procedures on Award to Children under CARP

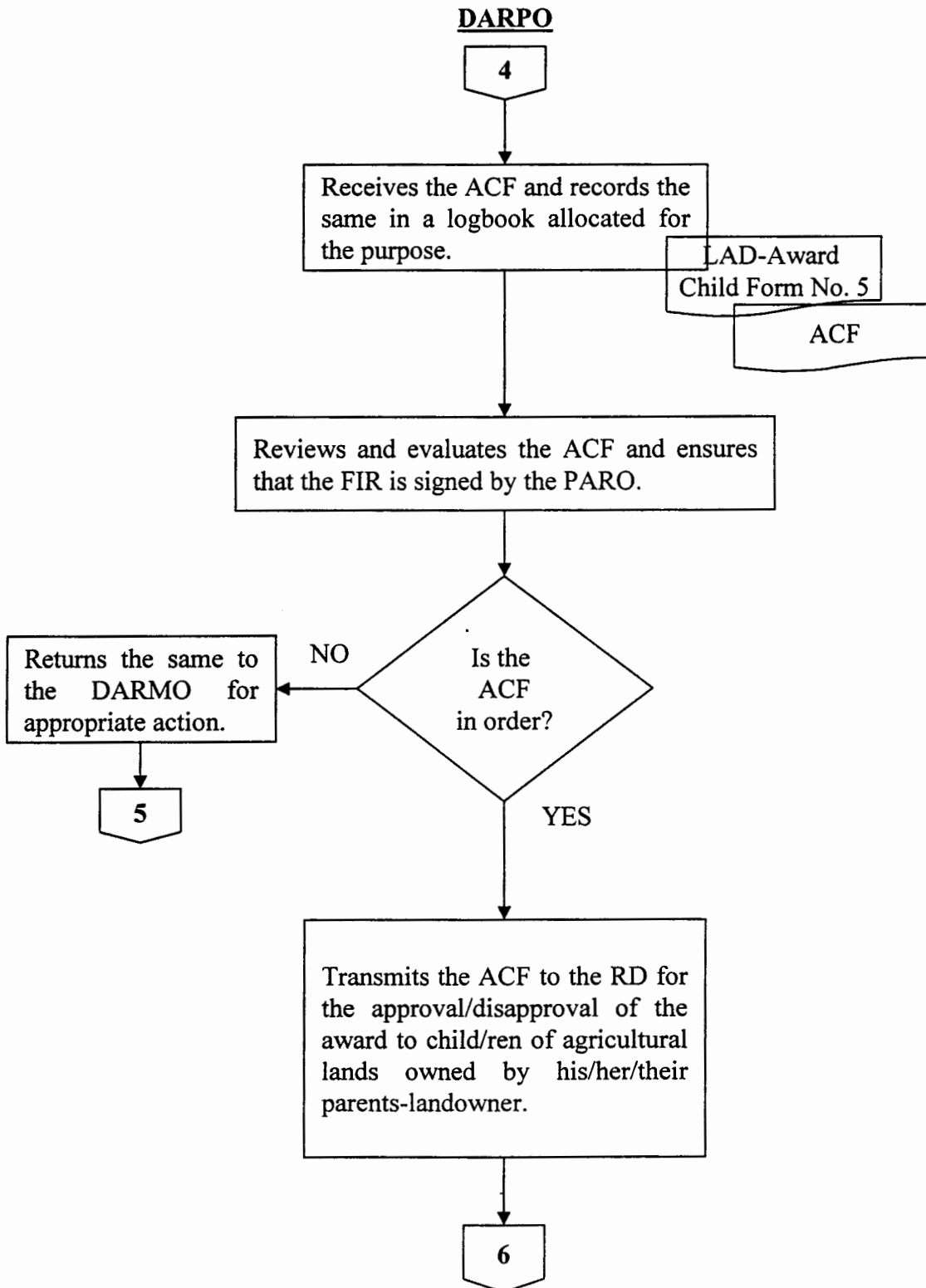
Sec. 5 – Operating Procedures

DARMO



Operating Procedures on Award to Children under CARP

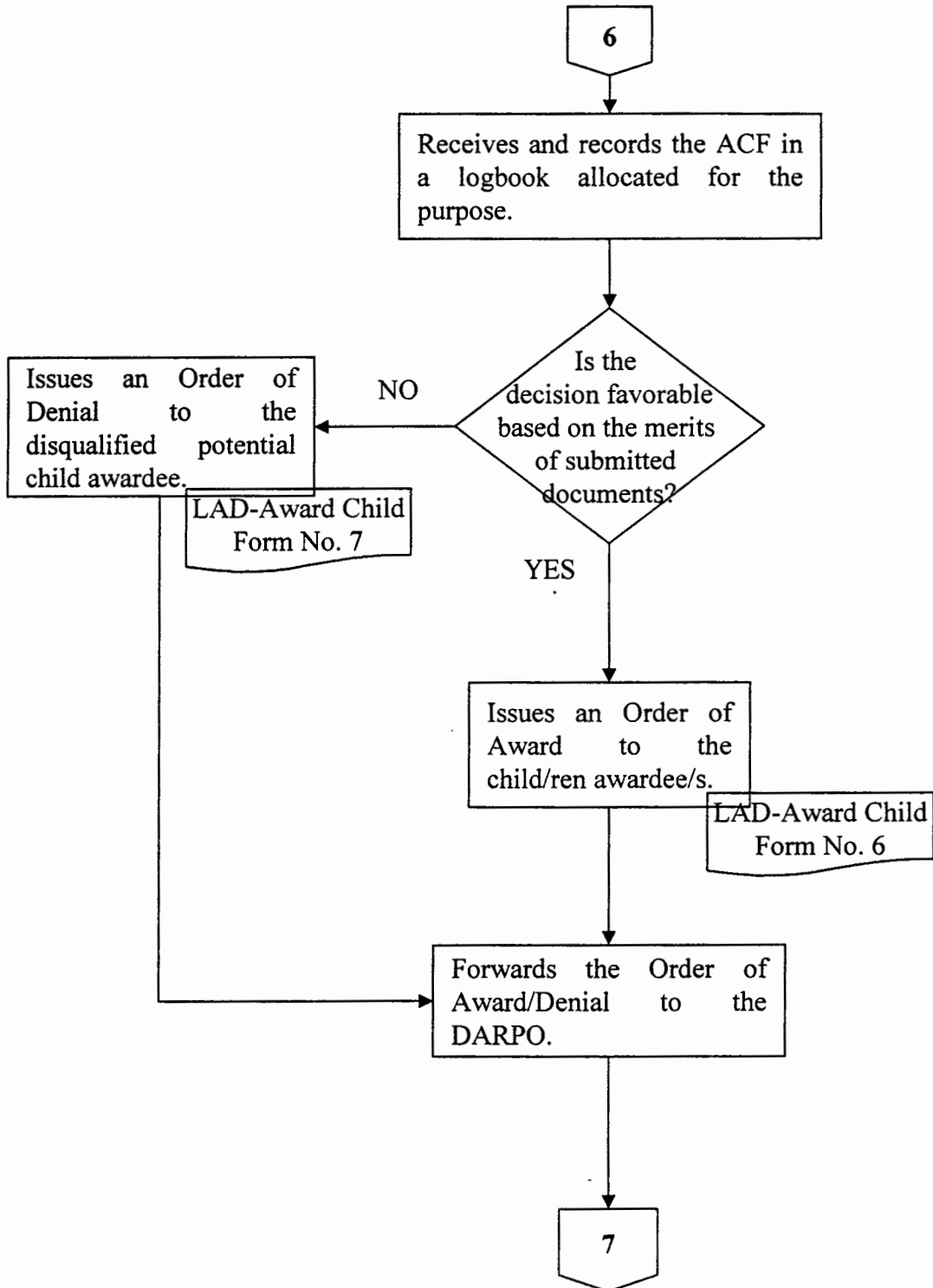
Sec. 5 – Operating Procedures



Operating Procedures on Award to Children under CARP

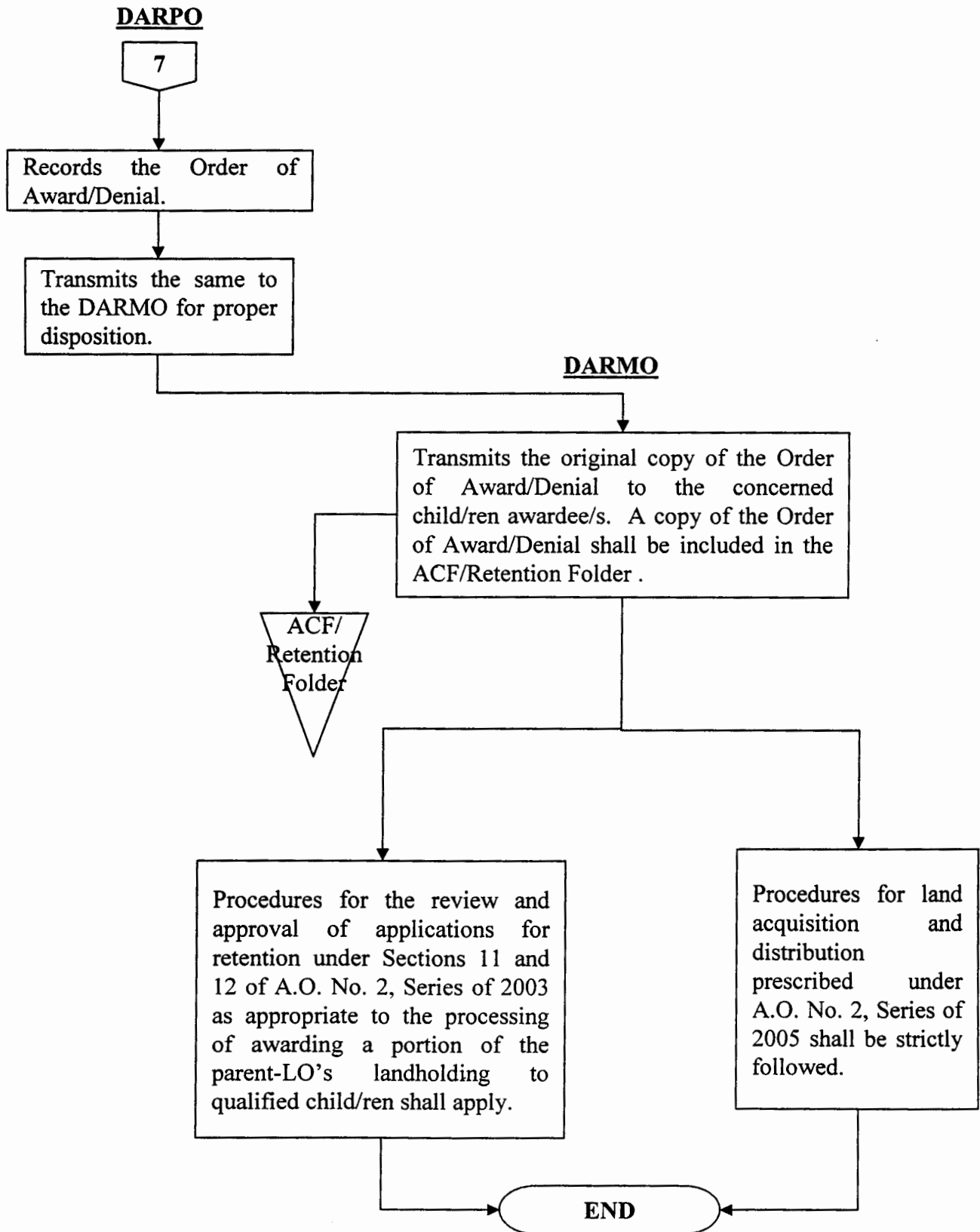
Sec. 5 – Operating Procedures

DAR REGIONAL OFFICE
(DARRO)/REGIONAL DIRECTOR



Operating Procedures on Award to Children under CARP

Sec. 5 – Operating Procedures



REPUBLIC OF THE PHILIPPINES

SWORN APPLICATION FOR RETENTION
UNDER REPUBLIC ACT 6657

I, _____, of legal age (or acting thru the representation of a guardian who is of legal age), after having been duly sworn to in accordance with law, hereby depose and state that I am exercising my right of retention, for myself and/or in behalf of my co-owners, under Section 6 of Republic Act (R.A.) No. 6657, known as the Comprehensive Agrarian Reform Law (CARL) of 1988. I hereby submit the following information:

Address: _____
Citizenship: _____ Civil Status: [] single
[] married
Birth Date: _____ [] legally separated
Birth Place: _____ [] widow/widower

The description of the parcel of land which is the subject of this application is as follows:

Area in hectares: _____
Street / Road / access: _____
Sitio / Purok / vicinity: _____
Barangay: _____
Municipality: _____
Province / City: _____
Title (if any): _____
Registered owner/s: _____

I own _____ percent of the above parcel of land. The name/s of my co-owner/s (if any) is/are: _____.

Aware of the consequences of a possible criminal prosecution for perjury, I hereby state under oath that the total area of my aggregate landholdings in the entire Philippines is _____ hectares. This area:

- [] Includes the land which is the subject matter of this application for retention.
[] Does not include the land which is the subject matter of this application for retention.

Fill in the blanks or write a check mark in the appropriate brackets "[]". Any false statement in this application or attachment thereto shall be a ground for outright denial of the application and criminal prosecution for perjury. Any portion left blank is equivalent to a sworn statement by the applicant that the information for the blank lines is "N/A" or "Not Applicable", which, if found to be otherwise, shall be subject to criminal prosecution.

The following is a brief description of all my landholdings in the entire Philippines:

LOCATION Barangay/Municipality/Province	AREA	Original or Transfer Certificate of Title and Latest Tax Declaration	Land Classification Per Latest Tax Declaration

I state under oath that:

This application is in response to a NOTICE OF COVERAGE from the Department of Agrarian Reform (DAR). The name of the Municipal Agrarian Reform Officer (MARO) who issued the notice of coverage is: _____.

Date when I/we received the notice of coverage: _____

I am (we are) not aware of the existence of any notice of coverage from the DAR that may in anyway affect the land which is the subject matter of this application for retention.

Are there tenants within the retention area?

NO

YES. Their names are:

Are there occupants within the retention area?

NO

YES. Their names are:

Fill in the blanks or write a check mark in the appropriate brackets "[]". Any false statement in this application or attachment thereto shall be a ground for outright denial of the application and criminal prosecution for perjury. Any portion left blank is equivalent to a sworn statement by the applicant that the information for the blank lines is "N/A" or "Not Applicable", which, if found to be otherwise, shall be subject to criminal prosecution.

The following is a brief description of all my landholdings in the entire Philippines:

LOCATION Barangay/Municipality/Province	AREA	Original or Transfer Certificate of Title and Latest Tax Declaration	LAND CLASSIFICATION PER LATEST TAX DECLARATION

I state under oath that:

This application is in response to a NOTICE OF COVERAGE from the Department of Agrarian Reform (DAR). The name of the Municipal Agrarian Reform Officer (MARO) who issued the notice of coverage is: _____.

Date when I/we received the notice of coverage: _____

I am (we are) not aware of the existence of any notice of coverage from the DAR that may in anyway affect the land which is the subject matter of this application for retention.

Are there tenants within the retention area?

NO

YES. Their names are:

Are there occupants within the retention area?

NO

YES. Their names are:

Fill in the blanks or write a check mark in the appropriate brackets "[]". Any false statement in this application or attachment thereto shall be a ground for outright denial of the application and criminal prosecution for perjury. Any portion left blank is equivalent to a sworn statement by the applicant that the information for the blank lines is "N/A" or "Not Applicable", which, if found to be otherwise, shall be subject to criminal prosecution.

OCCUPANCY INFORMATION
 USE SEPARATE SHEET IF NECESSARY

NAME OF OCCUPANT	STATUS OF OCCUPANCY (Use the classification given on the previous page)	GROWING CROPS EXISTING STRUCTURES

DESCRIPTION OF AREA SURROUNDING THE RETENTION AREA:

	LAND COVER crop, grass, structure, or any other relevant info	LAND USE	AREA Hectares	REMARKS Specify type of crops, productivity level, or any other relevant info
NORTH				
EAST				
SOUTH				
WEST				

Fill in the blanks or write a check mark in the appropriate brackets “[]”. Any false statement in this application or attachment thereto shall be a ground for outright denial of the application and criminal prosecution for perjury. Any portion left blank is equivalent to a sworn statement by the applicant that the information for the blank lines is “N/A” or “Not Applicable”, which, if found to be otherwise, shall be subject to criminal prosecution.

COMPLETE NAMES OF ALL CHILDREN (whether legitimate or otherwise) (start from eldest to youngest)	BIRTH DATES	NOMINATE AS BENEFICIARY? (Write a check mark)	
		YES	NO

PREVIOUS LAND SALES WHERE THE APPLICANT WAS A SELLER OR BUYER:

ORIGINAL CERTIFICATE OF TITLE TRANSFER CERTIFICATE OF TITLE TAX DECLARATION	ADDRESS OR LOCATION	DATE OF SALE REGISTRATION	AREA IN HECTARES

Fill in the blanks or write a check mark in the appropriate brackets “[]”. Any false statement in this application or attachment thereto shall be a ground for outright denial of the application and criminal prosecution for perjury. Any portion left blank is equivalent to a sworn statement by the applicant that the information for the blank lines is “N/A” or “Not Applicable”, which, if found to be otherwise, shall be subject to criminal prosecution.

CHECK IF AVAILABLE AND ATTACH PHOTOCOPIES OF THE FOLLOWING:

-] MAP of the entire property with a delineation or shading or any general indication of the area which I wish to retain.

Person who made the map:

] Geodetic Engineer. Name: _____

] Others. Please specify: _____

-] SKETCH MAP of the entire property with a delineation or shading or any general indication of the area which I wish to retain.

-] I undertake to submit the necessary map within thirty (30) days from today.

I hereby certify under oath that I/we have not therefore commenced any other action or proceeding involving the same land or issue in any court, tribunal, or quasi-judicial agency; to the best of my/our knowledge, no such action or proceeding is pending in any court, tribunal, or quasi-judicial agency; if there is any action or proceeding which is either pending or may have been terminated, I/we shall state the status thereof; and if I/we thereafter learns that a similar action or proceeding has been filed or is pending before any court, tribunal, or quasi-judicial agency, I/we undertake to report that fact within five (5) days therefrom to the DAR office where the case is pending.

LANDOWNER/APPLICANT
TIN: _____
Community Tax Certificate
Number: _____
Place: _____
Date: _____

LANDOWNER/APPLICANT REPRESENTATIVE
TIN: _____
Community Tax Certificate
Number: _____
Place: _____
Date: _____

LANDOWNER/APPLICANT
TIN: _____
Community Tax Certificate
Number: _____
Place: _____
Date: _____

LANDOWNER/APPLICANT REPRESENTATIVE
TIN: _____
Community Tax Certificate
Number: _____
Place: _____
Date: _____

Fill in the blanks or write a check mark in the appropriate brackets "[]". Any false statement in this application or attachment thereto shall be a ground for outright denial of the application and criminal prosecution for perjury. Any portion left blank is equivalent to a sworn statement by the applicant that the information for the blank lines is "N/A" or "Not Applicable", which, if found to be otherwise, shall be subject to criminal prosecution.

SUBSCRIBED and SWORN to before me this _____
200__ in _____ personally appeared the above,
known to me and to me known to be the person(s) who executed this SWORN
APPLICATION FOR RETENTION after exhibiting to me his/her/their respective Tax
Identification Number (TIN) and Community Tax Certificate, and he/she/they acknowledge
the voluntary execution of this sworn application and full comprehension of its legal
consequences.

Doc. No. _____
Page No. _____
Book No. _____
Series of 200__

Fill in the blanks or write a check mark in the appropriate brackets “[]”. Any false statement in this application or attachment thereto shall be a ground for outright denial of the application and criminal prosecution for perjury. Any portion left blank is equivalent to a sworn statement by the applicant that the information for the blank lines is “N/A” or “Not Applicable”, which, if found to be otherwise, shall be subject to criminal prosecution.




Republic of the Philippines
DEPARTMENT of AGRARIAN REFORM

CERTIFICATION

This is to certify that Administrative Order No. 6, Series of 2006 entitled “**Revised Guidelines on Award to Children of Landowners Pursuant to Sections 6 and 22 of Republic Act No. 6657**” was published today, 11 September 2006 at Philippine Star and Manila Standard Today newspapers.

Issued this 11th day of September 2006 for whatever purpose it may serve.


HUGO D. YONZON III
Director, PAS