



Republic of the Philippines
DEPARTMENT of AGRARIAN REFORM

ELLIPTICAL ROAD, DILIMAN, QUEZON CITY TELS. 928-70-31 TO 39

ADMINISTRATIVE ORDER NO. 01
 Series of 1998

SUBJECT : AMENDMENTS TO ADMINISTRATIVE ORDER NO. 02, SERIES OF 1996, ENTITLED, "REVISED RULES AND PROCEDURES GOVERNING THE ACQUISITION OF AGRICULTURAL LANDS SUBJECT OF VOLUNTARY OFFER TO SELL AND COMPULSORY ACQUISITION PURSUANT TO REPUBLIC ACT NO. 6657"

I. PREFATORY STATEMENT

In view of the difficulties encountered in the acquisition of lands enumerated under Section 7 of Republic Act No. 6657, Item 2 (For VOS, CA and EO 407), Letter A (Identification and Documentation), SECTION IV (Operating Procedures) of Administrative Order No. 02, series of 1996, is hereby amended to read as follows:

Steps	Responsible Agency/Unit	Activity	Forms/Documents (Requirements)
2	DARMO	Provides the LBP, through the PARO, the list of landholdings together with the certified copy of title, tax declaration and approved survey plan or sketch plan of the property for scheduling of the field investigation.	The list should contain the following: ✓ Name of LO ✓ Title/TD No. ✓ Area ✓ Location
3	DARMO	Conducts preliminary ocular inspection to determine initially whether or not the property may be covered under the CARP.	CARP Form No. 3.a (Preliminary OCI Report)
4	DARMO	If property is coverable under CARP, sends LO the Notice of Coverage and Field Investigation together with a copy of the Preliminary OCI Report by personal delivery with proof of service or by registered mail with return card. Invites the LO to join the field investigation, to select his retention area and to submit his Statement of Production and Income. If the landowner cannot be contacted or refuses to accept the said Notice, such notice shall be effected by publication in a newspaper of national circulation.	CARP Form No. 5(R-98) (Notice of Coverage and Field Investigation)



"Tulong-tulong sa pagsulong"



Steps	Responsible Agency/Unit	Activity	Forms/Documents (Requirements)
5	DARMO	Sends Notice to BARC, DENR, DA, LBP and prospective ARBs on the schedule of the field investigation at least two weeks in advance. Posts a copy of the Notice of Coverage and Field Investigation for seven (7) working days in the bulletin board of the barangay and municipal halls where the property is located and issues Certification of Posting Compliance.	CARP Form No. 2 (Notice to Conduct Field Investigation) CARP Form No. 6 (Certification of Posting Compliance)
6	DARMO	Conducts joint field investigation of the property with LBP, DENR, DA, LO, BARC and prospective ARBs.	
7	DARMO	Prepares FIR and Land Use Map jointly with LBP and BARC	CARP Form No. 3 (Field Investigation Report)
8	DARMO	Screens/Selects qualified ARBs and causes the signing of the APFUs.	CARP Form No. 4 (Application to Purchase and Farmer's Undertaking)
9	DARMO	Forwards claim folder to DARPO.	CARP Form No. 7 (CF Transmittal Memorandum)

All other steps under Letter B onwards shall remain.

II. REPEALING CLAUSE

The pertinent provisions of Section IV of Administrative Order No. 02, series of 1996 are hereby modified accordingly.

III. EFFECTIVITY

This Order shall take effect ten (10) days following its publication in two (2) newspapers of general circulation.

Quezon City, *February 5,* 1998.


ERNESTO D. GARILAO
 Secretary

Published in Two (2) National Newspapers of general circulation:

1. PHILIPPINE DAILY INQUIRER
2. MALAYA

Date of Publication - February 11, 1998

PRELIMINARY OCULAR INSPECTION REPORT

A. LANDOWNER

1. Name of Landowner: _____
2. Postal Address: _____

B. LAND

1. Technical Description

Title Number : _____
Tax Dec. Number : _____
Lot Number : _____
Total Area (Has.) : _____

2. Land Condition/Suitability to Agriculture (Check Appropriate Parenthesis)

- Subject property is presently being cultivated/suitable to agriculture
 Subject property is presently idle/vacant

3. Accessibility to/Availability of (Check Appropriate Parenthesis)

- A. Road Frontage Yes No
B. Approximate distance from
Brgy. Proper _____ Kms Poblacion _____
C. Transportation
 Bus Boat/Banca
 Jeep Tricycle
 Others (specify) _____

4. Land Use (Check Appropriate Parenthesis)

- Sugarland Unirrigated Riceland
 Cornland Irrigated Riceland
 Others (Specify) _____

Inspection Conducted by:

Attested by:

ARPTech/SARPTech

MARO

Date

Date

Note:

This Preliminary Inspection Report is subject to change as per joint field investigation by DAR, LBP, DENR, BARC, FBs and LO concerned and other representatives.

CARP FORM NO. 5: NOTICE OF COVERAGE AND FIELD INVESTIGATION
(Revised 1998)

_____ Date

Dear Sir/Madam:

Pursuant to Section 7 of RA 6657, otherwise known as the Comprehensive Agrarian Reform Law of 1988, you are hereby notified that your landholding embraced by OCT/TCT/TD No. _____ with an area of _____ hectares, located at _____ is now covered under the Comprehensive Agrarian Reform Program. Attached is a copy of the Pre-Ocular Inspection Report (CARP Form No. 3.a).

In this connection, may we invite you or your authorized representative to a field investigation to be conducted on _____. During this investigation you may choose or pinpoint your retained area in accordance with Section 6 of RA 6657, which area should be more or less contiguous. Failure to attend said meeting or choose your retained area will mean that you are leaving to us the identification of the same.

Please bring your Statement of Production and Net Income on the said landholding to be used as input in the determination of the land value.

Under Executive Order No. 405, dated 14 June 1990, we shall request the Land Bank of the Philippines (LBP) to determine the land value of the said property being acquired pursuant to Section 17 of RA 6657. As soon as we receive the Memorandum of Valuation from the LBP, we shall advise you of the computed land value of the property.

Very truly yours,

Name & Signature
Municipal Agrarian Reform Officer

Attached: as stated

Copy distribution:

<i>Original</i>	-	<i>LO</i>
<i>Duplicate</i>	-	<i>VOCF/CACF</i>
<i>Triplicate</i>	-	<i>For Posting</i>
<i>Quadruplicate</i>	-	<i>DARPO</i>
<i>Quintuplicate</i>	-	<i>File</i>