



Department of Agrarian Reform

Elliptical Road, Diliman
Quezon City



LANDBANK

M.H. del Pilar cor. Dr. Quintos Sts.
Malate, Manila

19 September 2002

JOINT DAR-LBP MEMORANDUM CIRCULAR NO. 09
Series of 2002

TO : All DAR Regional Directors/Provincial Agrarian Reform Officers and LBP-Agrarian Operations Center (AOC) Heads

SUBJECT : Institutionalization of Monthly Consultation/Dialogue cum Problem Solving between Concerned Officials of the Department of Agrarian Reform (DAR) and Land Bank of the Philippines (LBP) at the Regional and Provincial Levels.

All DAR Regional Directors and Provincial Agrarian Reform Officers, and LBP-AOC Heads are hereby directed to coordinate regularly and hold monthly consultation/dialogue cum problem-solving to reconcile their respective data on the following:

1. Landowners compensation claims under RA 6657 with: a) LBP Memorandum of Valuation (MOV) but without DAR Request to Pay (DRP) or DAR Request to Deposit (DRD); and b) LBP MOV with DRP or DRD but without LBP Certification (see Annex A);
2. Landholdings that have been subjected to ocular inspection/field investigation by DAR and LBP but the corresponding Claim Folders have not been submitted to the latter (see Annex B);
3. Year-to-date accomplishment on land valuation by province and by region (see Annex C); and
4. Agricultural lands previously Distributed But Not Yet Paid under PD 27/EO 228 and EO 407 (see Annex D).

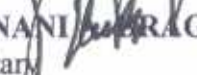
All problems, issues, needs and concerns (PINCs) jointly identified and threshed out during the monthly dialogue, together with the action/decision taken, shall be reported using the pro-forma report shown in Annex E.


A monthly progress report on Items 1 to 4 above, including the PINCs, shall be submitted every 7th day of the month to the DAR-Bureau of Land Acquisition and Distribution (BLAD) and LBP-Landowners Compensation and Assistance Group (LCAG). Your first progress report jointly signed by concerned DAR and LBP officials is expected on November 7, 2002.

The above concerned DAR personnel are to submit to DAR-BLAD, and the LBP-AOC to LBP-LCAG, the following reports not later than 7 October 2002:

1. List of properties inspected during the period January 1, 2002 to September 30, 2002, classified as to: (a) With Field Investigation Report; and (b) Without Field Investigation Report. A new Field Investigation Report (CARP Form No. 3) shall be required for all properties inspected prior to January 01, 2002.
2. Year-to-date accomplishment on land valuation for the period January 1, 2002 to September 30, 2002 by province and by region.

For your strict compliance.


HERNANI RAGANZA
Secretary
Department of Agrarian Reform


MARGARITO B. TEVES
President/CEO
Land Bank of the Philippines



**SCHEDULE OF CLAIMS WITH DAR REQUEST TO PAY/DAR REQUEST TO DEPOSIT
BUT WITHOUT LBP CERTIFICATION**
As of Month of _____

Province: _____
Region : _____

NAME OF LANDOWNER	TITLE NO.	ORIGINAL VALUATION			AMENDED VALUATION			DATE OF REQUEST TO PAY/DEPOSIT	REMARKS
		CF (No.)	AREA (Has.)	ORIGINAL VALUE	CF (No.)	AREA (Has.)	AMENDED VALUE		
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									

Prepared by: _____

Noted by: _____

(DAR) _____ (LBP) _____

Provincial Agrarian Reform Officer

LBP-AOC Head

Date _____ Date _____

Date _____

Date _____

NOTE:
Statistical data summarized by province shall be consolidated by the concerned regional heads.

SCHEDULE OF LANDHOLDINGS INVESTIGATED

As of Month of _____, 200__

Name of Landholding	Title/TD Number	Area per Title (Has.)	Excluded Area (Has.)	Area for Acquisition (Has.)	Date Investigated	Remarks
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
25.						
26.						
27.						
28.						
29.						
30.						
31.						
32.						
33.						
34.						
35.						

Prepared by:

Noted by:

AOC-Head

PARO

Date

Date

Date

YEAR-TO-DATE ACCOMPLISHMENT IN LAND VALUATION
As of the Month of _____, 20__

Province: _____
Region: _____

Activities Undertaken	PD 27/EO 228		VOS		CA		EO 407		SUB-TOTAL		TOTAL	
	No. of Cfs	Area (Has.) Recommended	No. of Cfs	Area (Has.) Recommended	No. of Cfs	Area (Has.) Recommended	No. of Cfs	Area (Has.) Recommended	No. of Cfs	Area (Has.) Recommended	No. of Cfs	Area (Has.) Recommended
A. DAR Provincial Office												
Beginning Inventory (As of _____) Add: 1.1. Receipts from DARMO 1.2. Returns from LBP-AOC												
2. Total Claims on Hand at DARPO (1 + 1.1 + 1.2)												
3. Cfs Forwarded to DAR-LBP PPU Less: 3.1. Cfs transmitted to LBP-AOC 3.2. Cfs returned to DARPO for completion of documents												
4. Ending Inventory												
4.1. Cfs Pending at DARPO (2 - 3 + 3.2)												
4.2. Cfs Pending at PPU (3 - 3.1 - 3.2)												
B. LBP-Agrarian Operations Center												
1. Beginning Inventory (As of _____) Add: 1.1. Receipts from DAR												
2. Total Claims on Hand Less: 2.1. Returned to DAR												
3. Net Cfs Processable 3.1. Approved (AOC/LBP Reg'l Office) 3.2. Forwarded to LBP HO (LCD)												
4. Ending Inventory (AOC)												
4.1. For Processing (CPVPD/FID)												
4.2. For Legal Review												
4.3. For Approval (AOC/LBP Reg'l Office)												

NOTE: Each level should be supported with a list of Cfs.

Prepared by: _____

Noted by: _____

DARPO MIS Coordinator
Date Prepared: ___/___/___

LBP-AOC MIS Coordinator
Date Prepared: ___/___/___

PARO
Date Prepared: ___/___/___

Head, LBP-AOC
Date Prepared: ___/___/___

**SCHEDULE OF AGRICULTURAL LANDS PREVIOUSLY
DISTRIBUTED BUT NOT YET PAID (WITH CFs FORWARDED TO LBP)**

(As of Month of _____, 200____)

	Name of Landowner	Title/TD Number	Area (Has.)	Total Value
A. PD 27/EO 228 Claims	1.			
	2.			
	3.			
	4.			
	5.			
	6.			
	7.			
	8.			
	9.			
	10.			
	11.			
	12.			
	13.			
	14.			
	15.			
	16.			
	17.			
	18.			
	19.			
B. EO 407 Claims	1.			
	2.			
	3.			
	4.			
	5.			
	6.			
	7.			
	8.			
	9.			
	10.			
	11.			
	12.			
	13.			
	14.			
	15.			
	16.			
	17.			
	18.			
	19.			

Prepared by:

Noted by:

PARO

AOC-Head

Date

Date

Date

SUMMARY OF PROBLEMS, ISSUES, NEEDS AND CONCERNS (PINCS)
 (For the Month of _____, 200__)

	PINCS	ACTION TAKEN	RESPONSIBLE PERSON/S	TIMETABLE
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Prepared by:

Noted by:

(DAR) _____
Date

(LBP) _____
Date

Provincial Agrarian Reform Officer
Date

LBP-AOC Head
Date