



DAR ADMINISTRATIVE ORDER )  
NO. 01  
SERIES OF 2000 )

SUBJECT : REVISED RULES AND REGULATIONS ON  
THE ACQUISITION OF AGRICULTURAL  
LANDS SUBJECT OF MORTGAGE OR  
FORECLOSURE

Pursuant to Section 49 of Republic Act (RA) No. 6657, otherwise  
known as the "Comprehensive Agrarian Reform Law of 1988", and  
Section 7, Chapter 2, Book IV of Executive Order No. 292, otherwise  
known as "The Revised Administrative Code of 1987", the rules and  
regulations on the acquisition of private agricultural lands subject of  
mortgage or foreclosure are hereby revised as follows:

SECTION 1. *Rationale.* Section 25 of Republic Act No.  
337, otherwise known as "The General Banking Act", provides that  
acquired assets and mortgaged properties foreclosed by banks  
shall be disposed of within a period of five (5) years after  
foreclosure. Further, Section 71 of RA 6657 provides that "(b)anks  
and other financial institutions allowed by law to hold mortgage  
rights or security interests in agricultural lands to secure loans and  
other obligations of borrowers may acquire title to these mortgaged  
properties, regardless of area, subject to existing laws on compulsory  
transfer of foreclosed assets and acquisition as prescribed under  
Section 16 of this Act." Furthermore, Section 72 (b) of RA 6657  
provides that "(m)ortgages and other claims registered with the  
Register of Deeds (ROD) shall be assumed by the government up to  
an amount equivalent to the landowner's compensation value as  
provided in this Act."

SEC. 2. *Definition of Terms.* As used in this Order, the  
terms enumerated are defined as follows:

a) Banks include banking institutions, commercial banks,  
savings banks, mortgage banks, trust companies,  
building and loan associations, branches and agencies in  
the Philippines of foreign banks, and all other  
corporations, companies, partnerships and associations

performing banking functions in the Philippines.  
(Section 22, Act No. 335).

b) Mortgage is an accessory contract whereby the debtor (or a third person) guarantees the performance of the principal obligation by subjecting real property or real rights as security in case of non-fulfillment of said obligation within the period agreed upon.

c) Mortgagor is one who, having all or some title to property, by written instrument, pledges that property for some particular purpose such as security for a debt.

d) Mortgagee refers to banks, financial institutions and other persons whether natural or juridical, holding registered mortgage rights over said lands.

e) Foreclosure is the procedure by which the mortgaged property is sold on default of the mortgagor in satisfaction of the mortgage debt. It denotes the procedure adopted by the mortgagee to terminate the rights of the mortgagor on the property and includes the sale itself. (Development Bank of the Phils. vs. Zaragoza, 84 SCRA 668 [1978]).

f) Redemption is a transaction by which the mortgagor reacquires or buys back the property which may have passed under the mortgage or divests the property of the lien which the may have created.

g) Right of Redemption is the right of the mortgagor to redeem the mortgaged property within a certain period after it was sold for the satisfaction of the mortgage debt.

Where the mortgagee is a bank, the right of redemption exists in both judicial and extra-judicial foreclosure. In such case, the mortgagor or his successor-in-interest may exercise his right of redemption within one year from the date of the registration of the certificate of sale. (Section 78, RA 337; Rosario vs. Tayug Rural Bank, 22 SCRA 1220 [1968]). However, when a land covered by homestead or free patent mortgaged with a rural bank is foreclosed, the homesteader or free patent holder, as well as his heirs, shall have the right to redeem the same within one (1) year from the date of foreclosure in the

case of land not covered by a Torrens Title or one (1) case of land covered by a Torrens Title (Section 6, par. 3, RA 7353, otherwise known as, "The Rural Banking Act of 1992").

Where the mortgagee is other than a bank, the right of redemption exists only in extra-judicial foreclosure. In such case, the debtor, his successor in interest or any judicial creditor or judgment creditor of said debtor, or any person having a lien on the property subsequent to the mortgage or deed of trust under which the property is sold may redeem the same within the term of one year from the date of registration of the certificate of sale with the appropriate Register of Deeds (Section 6, Act No. 3135, otherwise known as "An Act to Regulate the Sale of Property Under Special Powers Inserted in Or Annexed to Real Estate Mortgages; Reyes vs. Noblejas, GR No. 1-23691, November 25, 1967).

h) Equity of Redemption refers to the right of the mortgagor to redeem the mortgaged property after his default in the performance of the conditions of the mortgage but before the sale of the mortgaged property or confirmation of the sale. (Top Rate International Services, Inc. vs. Intermediate Appellate Court, 142 SCRA 467 [1986]).

Equity of redemption exists in judicial foreclosure, except where the mortgagee is a bank. The equity of redemption may be exercised by the mortgage debtor, the second mortgagee, the subsequent attaching creditor or purchaser, within a period not less than ninety (90) days nor more than one hundred twenty (120) days from the entry of judgment of foreclosure and even thereafter, provided he does so before the foreclosure sale is confirmed by the court. (Sections 2 & 3, Rule 68, Revised Rules of Court).

SEC. 3. *Coverage.* These rules shall cover all agricultural lands subject of mortgage or foreclosure. They shall not apply to cases where the mortgagee is already the registered owner of the property at the start of the acquisition proceedings. In such cases, the procedures

provided in DAR Administrative Order No. 2 (1996), as amended, shall govern.

SEC. 4. *Mortgagee Deemed as Landowner.* For purposes of covering the property under the agrarian reform program, the mortgagee shall be considered as the new landowner if before the deposit of just compensation is made :

a) The mortgagee is the purchaser in the foreclosure sale and the redemption period, as provided by law, has already expired in cases where the right of redemption exists; or

b) The mortgagee is the purchaser in the foreclosure sale and said foreclosure sale is confirmed by the court in cases where only equity of redemption is provided.

SEC. 5. *Mortgagee Deemed as Lien-holder.* The mortgagee shall be considered a lien-holder if on the date the land transfer claim was received by the Land Bank of the Philippines (LBP) from the Department of Agrarian Reform (DAR):

a) The mortgage debt is not yet due and demandable; or  
b) The mortgage debt is already due and demandable but the mortgagee has not foreclosed on the property; or

c) The mortgagee has already been foreclosed but the period to exercise the right of redemption, in cases provided by law, has not yet expired; or the foreclosure sale has not yet been confirmed by the court in cases where there is only equity of redemption.

SEC. 6. *Consolidation of Mortgagee's Title.* The mortgagee may proceed to effect the cancellation of the mortgagor's certificate of title and the issuance of a new one in his or its name in accordance with Section 63 of PD No. 1529, or the "Property Registration Decree", upon the expiration of the redemption period or upon confirmation by the court of the foreclosure sale, as the case may be.

If the mortgagee fails to cause the issuance of a certificate of title in his or its name within thirty (30) days from receipt of the notice of land valuation and acquisition, the procedure for the transfer of title in the name of the Republic of the Philippines shall be followed in

accordance with DAR AO 2 (1996). The Provincial Agrarian Reform Office shall furnish the Register of Deeds (ROD) all supporting documents to effect the consolidation of title in the name of the mortgagee as provided in Section 63 of PD 1529, as follows:

- a) Where there is only equity of redemption, a certified copy of the final order of the court confirming the sale;
- b) In cases where the right of redemption exists:

- 1) In judicial foreclosure, the final deed of sale executed by the sheriff in favor of the mortgagee;

- 2) In extra-judicial foreclosure, either a final deed of sale executed by the person authorized by virtue of the power of attorney embodied in the deed of mortgage, or an affidavit of the mortgagee attesting to the fact of non-redemption. In case the latter requirement is not executed by the mortgagee, an affidavit executed by the Provincial Agrarian Reform Officer (PARO) attesting to the fact of the mortgagee's failure to execute such affidavit of non-redemption shall be sufficient.

After the submission of said supporting documents, in addition to those required in ordinary acquisition proceedings under AO 2 (1996), and after the corresponding annotations of the consolidation of ownership and of the transfer of the property to the Republic of the Philippines on the mortgagor's title, the mortgagor's title shall be cancelled and a new one issued in the name of the Republic of the Philippines, without the need of issuing a certificate of title in the name of the mortgagee.

#### SEC. 7. *Payment of Taxes, Penalties, Fines, Registrations Fees and Other Impositions. All taxes, penalties, fines, registration fees and other impositions required to be paid by the mortgagor and the mortgagee before title can be registered in the name of the Republic of the Philippines shall be deducted from the proceeds of the land transfer claim and paid by the LBP if the mortgagee fails to pay such fees within fifteen (15) days after due notice and demand either through personal service or registered mail by the PARO. Upon failure of the mortgagee/ landowner to pay said fees within the prescribed period, the PARO shall verify whether an order converting,*

exempting or lifting the coverage or acquisition was issued involving the subject property, and if there is none, he shall direct the LBP to deduct from the proceeds of the land transfer claim the necessary amount and pay the said taxes, penalties, registration fees, fines and other impositions.

SEC. 8. *Rights and Privileges of Mortgagee.* The rights and privileges of the mortgagee as new landowner or lien-holder are as follows:

a) As new landowner, the bank, financial institution, or other concerned person shall be entitled, among others, to:

- 1) Receive all notices, advices, correspondence, and all other communications from the DAR and/or LBP, such as, but not limited to, Notice of Coverage, Notice of Land Valuation and Acquisition, Letter-Requirement for Processing and Payment of Claim, etc.;
- 2) Transact with DAR and/or LBP regarding all aspects of subject land transfer claim, to the exclusion of all other persons;
- 3) Be named as the recipient of all cash and bond deposits; and
- 4) Receive all the proceeds of subject land transfer claim, less deductions to which the land may be liable.

b) As lienholder, the bank, financial institution, or other concerned person shall be entitled, among others, to:

- 1) Receive payment for the obligation of the mortgagor from the land transfer proceeds up to an amount equivalent to the landowner's compensation value; and
- 2) Receive notices, advices, and all other communications pertaining to the obligation of the landowner-debtor (mortgagor).

SEC. 9. *Obligations of Mortgagee.* The obligations of the mortgagee as new landowner or lien-holder are as follows:

a) As new landowner, the mortgagee shall:

1) Comply with all the requirements for processing and payment of the claim such as surrender of the Owner's Duplicate Copy of Title; and

2) Sign all land transfer documents required as a consequence of the processing and payment of the land transfer claim such as: Deed of Assignment, Warranties and Undertaking, Deed of Transfer, Deed of Confirmation of Coverage and Transfer, etc.

b) As lienholder, the mortgagee shall:

1) Issue a release of mortgage, or execute a deed of redemption, and deliver the Owner's Duplicate Copy of Title after payment of the value of the lien; and

2) Sign all other documents necessary to effect the cancellation of the mortgage.

SEC. 10. *Sanctions for Failure to Comply with Obligation.* The proceeds of the land transfer claim shall not be released to the landowner until and unless he complies with his obligations set forth in Section 9 (a). Likewise, the lienholder shall not be paid the amount of his claim until and unless he complies with his obligations enumerated in Section 9 (b).

SEC. 11. *Operating Procedures.* In cases where the mortgagee is considered as the landowner, the following procedures shall apply:

a) Land transfer claim under process by DAR/LBP

Steps	Responsible Person/Office	Activity	Documentary Requirements
1	DARPO	Proceeds with the processing of the claim	Proceeds with the processing of the claim
2	LBP-LVICO	Proceeds with the usual processing & approval of the land transfer claim	amended folder in accordance with AO 2 (1996), as amended

Steps	Responsible Person/Office	Activity	Documentary Requirements
3	LBP-LVICO	Sends Memorandum of Valuation (MOV), together with Claim Folder Profile and Valuation Summary to PARO with advice to send notice to the mortgagee (new landowner), for consolidation of ownership in mortgagee's name	CARP Form No. 9 - Memorandum of Valuation and Claim Folder Profile and Valuation Summary
4	DARPO	Sends Notice of Land Valuation and Acquisition (NLVA) to the mortgagee (new landowner), together with the Notice to Consolidate Ownership within thirty (30) days from receipt thereof. If there is a subsequent transfer or reconveyance of the property, the mortgagee shall notify DAR of said transfer/reconveyance within fifteen (15) days from receipt of DAR's Notice to Consolidate Ownership. Otherwise, the mortgagee shall be deemed owner of the property notwithstanding the subsequent transfer. In case the mortgagee does not respond, the PARO shall consolidate the ownership in the mortgagee's name.	CARP Form No. 10 - Notice of Land Valuation and Acquisition CARP Form No. 10.b - Notice to Consolidate Ownership CARP Form No. 10.c - Affidavit of Consolidation of Ownership
5	Mortgagee as new landowner	Accepts or rejects the land valuation. (Note: Procedures on the acceptance or rejection of the valuation outlined in AO 2 [1996] shall apply) Executes affidavit of consolidation duly annotated/registered or a certified copy of the new title in mortgagee's name and forwards same to DARPO. DAR shall request ROD to issue TCT in the name of RP as provided in AO 2 (1996). In such case, the PARO shall furnish the ROD all documents showing the consolidation of title in the name of the mortgagee.	CARP Form No. 10.a - LO's Reply to NLVA Copy of New Title CARP Form No. 18 - Request to Issue TCT in the name of RP
6	DARPO	Sends LBP a request to pay or to deposit the land transfer claim. i. In case the mortgagee (new landowner) has effected consolidation of ownership, forwards to LBP a certified copy of the new title; In case the mortgagee (new landowner) has effected consolidation of ownership, forwards to LBP a certified copy of the new title;	CARP Form No. 12 - Request to Pay or CARP Form No. 15 - Request to Deposit (as the case may be)



Steps	Responsible Person/Office	Activity	Documentary Requirements
7	LBP	<p>ii. In case the mortgagee (new landowner) has not effected consolidation of ownership, furnishes LBP affidavit of consolidation duly executed by PARO with a statement of account on the expenses incurred (such as taxes, impositions, penalties and other fees) to effect the transfer of title. Verifies if an order was issued converting, exempting or lifting the coverage or acquisition of subject property, and if there is none, directs LBP to deduct said expenses from the proceeds of the land transfer claim.</p> <p>Prepares payment and remits the same to agencies concerned; issues Certification of Deposit (COD) to the DAR.</p>	<p>CARP Form No. 10.c - Affidavit of Ownership</p> <p>CARP Form No. 15.a - Request to Deduct Expenses</p> <p>CARP Form No. 17 - Certification of Deposit</p>

b) Land transfer claim already approved by LBP and Certificate of Deposit issued in favor of former registered owner where the redemption period has expired or the foreclosure sale has been confirmed by the court, as the case may be.

Steps	Responsible Person/Office	Activity	Documentary Requirements
1	DAR	Sends notice/invitation to new landowner for conference to discuss matters pertaining to the land transfer claim and other information relative thereto	CARP Form No. 2.b - Notice to Mortgagee/ New Landowner
2	DAR/ LBP-LVO	Mortgagee as new landowner may, during the conference, present specific issues and/or concerns which shall be discussed and resolved by DAR, LBP-LVO, and other agencies concerned	
3	The mortgagee as new landowner	If no issues and/or concerns are raised, mortgagee as new landowner will execute affidavit of consolidation of ownership	
4	DAR	Issues order directing LBP to inscribe in the COD and in other pertinent documents contained in the claim folder the name of the mortgagee as new landowner in place of the former owner	CARP Form No. 18.b - Letter to the LBP
5	The mortgagee as new landowner DAR	<p>If mortgagee as new landowner raises issues and/or concerns pertinent to land transfer claim and other information relative thereto:</p> <p>i. If the issue involves coverage, shall advise the mortgagee, as the new landowner, that the matter shall be resolved administratively by filing a written protest thereof.</p>	

c) Procedures for transfer of title and registration

Steps	Responsible Person/Office	Activity	Documentary Requirements
6	DAR The mortgagee as the new landowner	<p>i. Issues order directing LBP to inscribe the name of the mortgagee as the new landowner in the COD and in other pertinent documents contained in the claim folder in place of the former landowner.</p> <p>ii. Issues COD in the name of the mortgagee as the new landowner. In such case, processing of the land transfer claim shall proceed accordingly.</p> <p>b) If the mortgagee (new landowner) refuses or fails to execute the affidavit of consolidation, the activity provided under Sec. 6(b) (2) hereof, shall be undertaken.</p>	<p>PARO shall request mortgagee (new landowner) to execute affidavit of consolidation.</p> <p>a) The mortgagee as the new landowner executes affidavit of consolidation</p> <p>i. Issues order directing LBP to inscribe the name of the mortgagee as the new landowner in the COD and in other pertinent documents contained in the claim folder in place of the former landowner.</p> <p>ii. Issues COD in the name of the mortgagee as the new landowner. In such case, processing of the land transfer claim shall proceed accordingly.</p> <p>b) If the mortgagee (new landowner) refuses or fails to execute the affidavit of consolidation, the activity provided under Sec. 6(b) (2) hereof, shall be undertaken.</p>
	DAR		CARP Form No. 10.b - Notice to Consolidate Ownership
	DAR		18.b - Letter to LBP CARP Form No.
	LBP		CARP Form No. 17 - Certification of Deposit

Steps	Responsible Person/Office	Activity	Documentary Requirements
1	DARPO	Requests ROD to issue title in the name of RP	a) CARP Form No. 18 or 18, a - Request to Issue TCT in the name of RP b) CARP Form No. 10.c - Affidavit of Consolidation c) CARP Form No. 17 - LBP Certification of Deposit
2	ROD	Issues title in the name of RP	New TCT in the name of RP

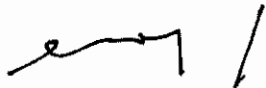
Note: Procedures on the generation and registration of CLOA outlined under the Joint DAR-LRA Memorandum Circular No. 9 (1996) shall apply.

Sec. 12. *Procedure when Mortgagee is Lienholder.* In case the period of redemption has not yet expired or the foreclosure sale has not been confirmed by the court at the time item D. 1, Step 25 or item D.2, Step 26 of DAR Administrative Order No. 2, Series of 1996 is undertaken, the mortgagee shall be simply paid the amount of the mortgage debt but not exceeding the equivalent of the landowner's compensation value. For this purpose, the guidelines outlined in the said administrative order shall apply.

SEC. 13. *Repealing Clause.* All other previous orders circulars, memoranda and other issuances inconsistent herewith are hereby revoked or modified accordingly.

SEC. 14. *Effectivity.* This Order shall take effect ten (10) days after its publication in two (2) national newspapers of general circulation pursuant to Section 49 of RA 6657.

Diliman, Quezon City, May 31, 2000



HORACIO R. MORALES, JR.

Secretary



Published in two (2) national newspapers  
of general circulation:

1. MALAYA

2. THE PHILIPPINE DAILY INQUIRER

Date of Publication - June 6, 2000

# CARP FORMS

<u>Form No.</u>	<u>Title/Description</u>
2.b	Notice to Mortgagee/New Landowner
2.c	LO's Letter-Request to LBP
9	Memorandum of Valuation and Claim Folder Profile and Valuation Summary
10	Notice of Land Valuation and Acquisition
10.a	LO's Reply to the Notice of Land Valuation and Acquisition
10.b	Notice to Consolidate Ownership
10.c	Affidavit of Consolidation of Ownership
12	Request to Pay
15	Request to Deposit
15.a	Request to Deduct Expenses
17	Certification of Deposit
18	Request to Issue TCT in the Name of RP
18.a	Request to Register Deed of Transfer and to Issue RP Title
18.b	Letter to LBP

*[Handwritten signature]*

**CARP FORM NO. 2.b: NOTICE TO MORTGAGEE/ NEW LANDOWNER**  
(LT Claim already approved by LBP)

Date \_\_\_\_\_

Dear Sir/ Madam:

This refers to your landholding embraced by OCT/TCT/TD No. \_\_\_\_\_ with an area of \_\_\_\_\_ located at \_\_\_\_\_ which was covered by the Comprehensive Agrarian Reform Program (CARP) pursuant to R. A. No. 6657

In this connection and in order to expedite payment of your land compensation claim, we are furnishing you with copies of the following documents for your information and ready reference:

- Notice of Coverage
- Field Investigation Report
- Notice of Land Valuation and Acquisition
- Certificate of Deposit

The Land Bank of the Philippines (LBP) has already issued a Certification of Deposit on \_\_\_\_\_ in the name of \_\_\_\_\_ pursuant to DAR Administrative Order No. \_\_\_\_\_, Series of 2000. This means that such deposit and subsequent release will be made in your name as the new owner.

In case you have no further question or clarification relative to the coverage or any of the foregoing documents, may we request that you sign the attached form requesting LBP to place the compensation proceeds in your name/bank and effect immediate payment pursuant to the aforesaid A. O. (See CARP Form No. 2.c)

If you need to be clarified on any of the foregoing documents, we invite you to a conference on \_\_\_\_\_ at \_\_\_\_\_ o'clock at the Provincial Agrarian Reform Office located at \_\_\_\_\_

Should you fail to attend or to respond within fifteen (15) days from receipt hereof, the Field Investigation Report (FIR) as well as the land value reflected in the Notice of Land Valuation and Acquisition shall be considered in its entirety, and the landowner's compensation shall be placed in the name of the bank/your name (if private person) as the new owner of the foreclosed property.

In the event that a deposit has been made in the name of the former landowner/mortgagor, the same shall be placed in the name of the bank/your name (if private person), and such deposit shall be released to you pursuant to DAR Administrative Order No. \_\_\_\_\_, Series of 2000, copy of which is attached for your reference.

Thank you for your cooperation.

Very truly yours,

Provincial Agrarian Reform Officer

Copy distribution:

Original - LO  
Duplicate - CF  
Triplicate - DARRO  
Quadruplicate - DARMO  
Quintuplicate - File



Date

Sir:

In connection with the VOCE/CACF in the name of \_\_\_\_\_ covering a parcel of agricultural land under OCT/TCT No. \_\_\_\_\_ located at \_\_\_\_\_, may I request that the compensation proceeds be placed in my name/bank and that immediate payment be effected pursuant to AO No. \_\_\_\_\_, Series of 2000.

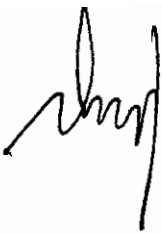
Thank you.

Very truly yours,

Landowner

Copy distribution:

Original - LBP  
Duplicate - CF  
Triplicate - DARRO  
Quadruplicate - DARMO  
Quintuplicate - LO



**CARP FORM NO. 9: MEMORANDUM OF VALUATION, CLAIM FOLDER  
PROFILE AND VALUATION SUMMARY**

**MEMORANDUM**

**FOR**

The Secretary  
Department of Agrarian Reform  
Diliman, Quezon City

**THRU**

The Provincial Agrarian Reform Officer  
DAR Provincial Office

**SUBJECT**

MEMORANDUM OF VALUATION, CLAIM FOLDER PROFILE  
AND VALUATION SUMMARY OF AGRICULTURAL LAND  
OCT/TCT/TD No. \_\_\_\_\_  
Area Per OCT/TCT/TD \_\_\_\_\_  
Name of LO/Claimant \_\_\_\_\_  
Location of the Property \_\_\_\_\_  
Owner's Postal Address \_\_\_\_\_

**DATE**

In connection with your Memorandum Request for Valuation of the above-named property, we are pleased to inform you that after taking into consideration the land valuation factors under existing guidelines and the applicable provisions of RA 6657, we have determined the value of the land covering an area of \_\_\_\_\_ hectares, including improvements thereon, in the total amount of Pesos \_\_\_\_\_ (P \_\_\_\_\_), details of which are indicated in the attached CF Profile and Valuation Summary. This total compensation, however, shall be subject to adjustments to conform with the actual area covered as determined by final survey.

For your information and appropriate action.

\_\_\_\_\_  
Name & Signature  
Land Bank of the Philippines

Copy distribution:

Original }  
Duplicate } DARPO  
Triplicate } DARRO  
Quadruplicate } DARMO  
Quintuplicate - File





CLAIM FOLDER PROFILE AND VALUATION SUMMARY

BASIC INFORMATION/DATA:

The agricultural property of LANDOWNER  
located at \_\_\_\_\_  
covered by OCT /TCT No./s/Survey/Lot No./s \_\_\_\_\_  
registered in the name/s of \_\_\_\_\_

\_\_\_\_\_ has been the subject of:

[ ] voluntary offer to sell (VOS) by the landowner or his authorized representative

dated \_\_\_\_\_ or the total area of \_\_\_\_\_ hectares  
at P \_\_\_\_\_ per hectare.

[ ] compulsory acquisition by the government for the total area of \_\_\_\_\_  
hectares at P \_\_\_\_\_ per hectare.

FINDINGS:

Based on the data/information in the documents transmitted by the \_\_\_\_\_  
per letter transmitted dated \_\_\_\_\_  
the land was jointly inspected by the representatives from the DAR, LBP and BARC per  
ocular inspection report dated \_\_\_\_\_ with the following  
results/findings:

[ ] The land is devoted to certain crops such as:

[ ] The land is not planted to any crop; is idle/abandoned since the year \_\_\_\_\_  
up to the present;

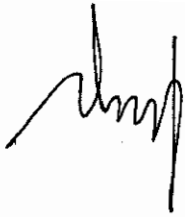
[ ] Based on interviews from the farmers living nearby or adjacent landholdings, the  
subject land was once planted to crops, like \_\_\_\_\_  
sometime in the year \_\_\_\_\_

[ ] Per certification dated \_\_\_\_\_ of the \_\_\_\_\_  
the land is suitable to agriculture;

[ ] There are \_\_\_\_\_ actual farmer-occupants; \_\_\_\_\_ tenants; \_\_\_\_\_ farm-workers;  
\_\_\_\_\_ seasonal workers; \_\_\_\_\_ others;

[ ] There is no production/farm income reported/derived by the landowner or by the  
tenants from said land;





_____ REVIEWED BY/DATE:	
_____ PREPARED BY/DATE:	
_____ VALUATION GROUP	_____ PROCESSING GROUP

FOR DAR'S INFORMATION AND APPROPRIATE ACTION

Therefore, the total compensation for the land including the above improvements, is \_\_\_\_\_ (P)  
Please refer to the attached Land Valuation Worksheet for the land valuation for subject property.



\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

STRUCTURES

APPRAISED VALUES

[ ] There are existing improvements in the property which shall be considered for compensation or payment in the total amount of \_\_\_\_\_ (P) the details of which are stated in the Field Investigation Report and the appraised values considered are as follows:

[ ] There are no existing improvements in the property.

ON PERMANENT IMPROVEMENTS:

[ ] Tax declaration and tax clearance (are/are not) on file.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[ ] Other lacking data or documents needed from the landowner are as follows: (Use additional sheets, if necessary) \_\_\_\_\_

[ ] Market Value per Mortgage (MVM) (is/is not) relevant.

[ ] Cost of acquisition (is/is not) relevant.

\_\_\_\_\_  
\_\_\_\_\_

[ ] located outside the municipality but within the province because \_\_\_\_\_

[ ] located within the same municipality where the land is located;

[ ] comparable to subject landholding as to land uses, topography, etc.;

for the subject properties were found to be: \_\_\_\_\_

The land transaction as gathered by the \_\_\_\_\_

[ ] The landowner derives farm income from the land, the data of which were verified and duly confirmed by the \_\_\_\_\_ and subsequently compared against industry figures from the \_\_\_\_\_

**CARP FORM NO. 10: NOTICE OF LAND VALUATION AND ACQUISITION**

Date \_\_\_\_\_

Sir/ Madam:

This refers to your agricultural land covered by the Comprehensive Agrarian Reform Program pursuant to RA 6657, described as follows:

OCT/CT No/s.	_____	Location
Total Area (Ha)	_____	
Tax Dec. No/s.	_____	

Please be informed that out of the total area indicated in the aforesaid title/s, an area of \_\_\_\_\_ hectares is subject to immediate acquisition and distribution to qualified agrarian reform beneficiaries under VOS/CA arrangement of the CARP.

Furthermore, based on the value determined by the LBP per attached Memorandum of Valuation, Claim Folder Profile and Valuation Summary, we offer you as compensation a total amount of Pesos \_\_\_\_\_ (P \_\_\_\_\_), covering \_\_\_\_\_ hectares including improvements, if any. This total compensation, however, shall be subject to price adjustments to conform with the actual area covered as determined by final land survey (Section 17 of RA 6657).

We request that you inform the Department of Agrarian Reform (DAR), through this Provincial Office, within thirty (30) days upon receipt of this Notice whether you accept or reject the amount of compensation offered for your property, by accomplishing the attached CARP Form No. 10.a.

In case of acceptance, the LBP shall deposit the compensation proceeds in a Savings Account in your name based on our Request to Pay. However, the actual release of payment shall be effected only upon your submission of all documentary requirements enumerated in the attached Claim Folder Profile and Valuation Summary. If within 7 days from LBP receipt of our Request to Pay, you fail to submit the necessary documents required for the release of payment, we will ask the Register of Deeds to transfer your title covering subject property to the Republic of the Philippines and effect the distribution of the land to qualified agrarian reform beneficiaries.



In the same manner, in case of your rejection or failure to reply to this Notice within the thirty (30) day period, the LBP, shall on the basis of our Request, deposit in your name the cash and bonds representing the compensation proceeds, which you may withdraw upon submission of all release requirements listed in the Claim Folder Profile & Valuation Summary hereto attached. The DARAB/RARAD/PARAD shall conduct summary administrative proceedings, with due notice to you, to determine the compensation for the property, wherein you, the LBP, and other parties shall be requested to submit evidence as to its just compensation.

In any event, the DAR shall take immediate possession of the property, upon your receipt of payment, or upon our receipt of the Certification of Deposit.

Very truly yours,

Name & Signature  
Provincial Agrarian Reform Officer

Attached: as stated

Copy distribution:

- LO Original
- LBP Duplicate
- For Posting Triplicate
- DARMO Quaduplicate
- File Quintuplicate



**CARP FORM NO. 10.b: NOTICE TO CONSOLIDATE OWNERSHIP**

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Mortgagee)  
\_\_\_\_\_  
\_\_\_\_\_

Sir/ Madam:

This refers to the foreclosed property registered in the name of \_\_\_\_\_ with an area of \_\_\_\_\_ situated at \_\_\_\_\_ which has been covered by the Comprehensive Agrarian Reform Program (CARP) pursuant to Republic Act No. 6657.

Since the redemption period has already expired and the right of the mortgagor to redeem the property has not been exercised, the ownership over the said property, by operation of law, has been legally consolidated in your name (mortgagee).

In this regard, you are advised to execute within 15 days from receipt hereof an Affidavit of Consolidation so that the corresponding new Transfer Certificate of Title (TCT) shall be issued in your name, otherwise the DAR through the undersigned shall execute the same.

Very truly yours,

\_\_\_\_\_  
(Printed Name and Signature)  
Provincial Agrarian Reform Officer

Copy distribution:

- Original
- Duplicate
- CF
- DARPO
- DARMO
- Quaduplicate
- File



Date \_\_\_\_\_

The Secretary  
Department of Agrarian Reform  
Diliman, Quezon City

THRU:

The Provincial Agrarian Reform Officer

Sir:

This is in reply to your Notice of Land Valuation and Acquisition dated \_\_\_\_\_  
regarding my property covered under CARP located at \_\_\_\_\_  
described as follows:

OCT/TCT No.	_____
Tax Dec. No.	_____
Area/Title (Ha.)	_____
Area for Acquisition (Ha.)	_____
Value for the land	P _____
Value for the improvements	P _____
Total	P _____

Please be informed that I ☐ Accept ☐ Reject (check appropriate box) the  
value offered for my property, pursuant to the terms and conditions of the Notice of  
Land Valuation and Acquisition.

Attached herewith are the documents required by LBP for the payment of my  
land and its improvement, if any, as enumerated in the Claim Folder Profile and  
Valuation Summary.

Very truly yours,

\_\_\_\_\_  
Name and Signature  
Landowner

\_\_\_\_\_  
Address



**CARP FORM NO. 10.c: AFFIDAVIT OF CONSOLIDATION OF OWNERSHIP**

I, \_\_\_\_\_, of legal age, the duly appointed/ designated Provincial Agrarian Reform Officer for \_\_\_\_\_, and in behalf of the Department of Agrarian Reform, a government agency with principal address at \_\_\_\_\_, Elliptical Road, Diliman, Quezon City, Metro Manila, hereby depose and say:

1. The Department of Agrarian Reform (DAR) is mandated under Republic Act No. 6657, otherwise known as the Comprehensive Agrarian Reform Law of 1988 to cover, regardless of tenurial arrangement and commodity produced, all public and private agricultural lands as provided in Proclamation No. 131 and Executive Order No. 229, including other lands of the public domain suitable for agriculture.

2. On \_\_\_\_\_, a Deed of Real Estate Mortgage was executed by \_\_\_\_\_ (Full Name of Mortgagor) in favor of the \_\_\_\_\_ (Full Name of the Mortgagee) as a security for a loan over a certain real property covered by Original/ Transfer Certificate of Title No. \_\_\_\_\_, issued by the Register of Deeds of the City/ Province of \_\_\_\_\_, and more particularly described as follows;

(Copy technical description in Certificate of Title)





3. The mortgaged property has been the subject of the foreclosure proceedings as evidenced by the Sheriff's Certificate of Sale issued in the name of \_\_\_\_\_ and duly registered with the Register of Deeds of \_\_\_\_\_ on \_\_\_\_\_

4. The mortgagor or any other person allowed by law to redeem failed to exercise the right of redemption within the reglementary period thereby ipso jure consolidating ownership over the property in favor of the purchaser at public auction who is entitled to execute an affidavit of consolidation for the issuance of a certificate of title in his/ her/ its name.

5. The property above described was the subject of compulsory acquisition proceedings by the Department of Agrarian Reform but DAR cannot effect the transfer of title in the name of the Republic of the Philippines because of the failure/ refusal of the mortgagee/ purchaser to execute the Affidavit of Consolidation notwithstanding affiant's Notice dated \_\_\_\_\_

6. By virtue of its acquisition pursuant to the Comprehensive Agrarian Reform Law of the parcel of land heretofore described, the DAR, through the undersigned Provincial Agrarian Reform Officer, hereby consolidates ownership over the aforesaid parcel of land and requests the Register of Deeds to cancel Original/Transfer Certificate of Title No. \_\_\_\_\_ and Philippines after the corresponding annotation of the consolidation of ownership and the transfer of the property to the Republic of the Philippines on the mortgagor's title.

IN TESTIMONY WHEREOF, affiant has set his/her hand at \_\_\_\_\_, Philippines, this \_\_\_\_\_ day of \_\_\_\_\_, 2000.

\_\_\_\_\_  
(Printed Name and Signature)  
Provincial Agrarian Reform Officer  
(Affiant)





**CARP FORM NO. 12: REQUEST TO PREPARE DEED OF TRANSFER AND TO  
PAY LANDOWNER**

**MEMORANDUM**

**FOR :** The President  
Land Bank of the Philippines  
Makati, Metro Manila

**ATTENTION :** The LBP-LVO

**SUBJECT :** REQUEST TO PREPARE DEED OF TRANSFER AND  
TO PAY LANDOWNER

**DATE :**

This refers to the VOCC/CACF under the name of \_\_\_\_\_  
covering a parcel of agricultural land under OCT/TCT No. \_\_\_\_\_ located at \_\_\_\_\_

The landowner had accepted the price as per your valuation of the subject land,  
improvements and facilities thereon.

It is therefore requested that the LBP cause the execution of the Deed of Transfer and  
pay the landowner, and secure the Transfer Certificate of Title in the name of the RP, copy  
furnished DAR.

\_\_\_\_\_  
Name & Signature  
Provincial Agrarian Reform Officer

Copy distribution:

- LBP Original
- LO Duplicate
- DARRO Triplicate
- DARMO Quaduplicate
- File Quintuplicate



**CARP FORM NO. 15: REQUEST TO DEPOSIT**  
(Revised, July 1996)

**MEMORANDUM**

**FOR**

**The President and CEO**  
Land Bank of the Philippines  
Makati City

**ATTENTION :**

**The Head**  
LCD \_\_\_\_\_/LVICO \_\_\_\_\_

**SUBJECT :**

**REQUEST TO DEPOSIT COMPENSATION PROCEEDS IN  
THE NAME OF  
RE: AGRICULTURAL PROPERTY LOCATED AT**

**COVERED BY OCT/TCT/TD NO.**

**DATE**

In view of the rejection by the landowner of the offered value for his land per Notice of Land Valuation and Acquisition (NLVA) dated \_\_\_\_\_ or failure to reply within the prescribed period, it is hereby requested that the cash and bonds covering the compensation proceeds be deposited in the name of subject landowner in the total amount of Pesos \_\_\_\_\_ (P \_\_\_\_\_) representing the valuation of his agricultural property covering an area of \_\_\_\_\_ hectares, including the improvements thereon, if any, based on LBP's Memorandum of Valuation dated \_\_\_\_\_

Withdrawal of said deposit shall be subject to compliance with all documentary requirements listed in the Claim Folder Profile and Valuation Summary attached to the NLVA.

It is likewise requested that LBP issue a Certification of Deposit to serve as our basis in requesting the Register of Deeds to effect the transfer of said property in favor of the Republic of the Philippines pursuant to RA 6657.

\_\_\_\_\_  
Name & Signature  
Provincial Agrarian Reform Officer

Copy distribution:

- Original
- Duplicate
- Triplicate
- PARAD/RARAD/DARAB
- DARRO
- DARMO
- Quintuplicate
- Sixuplicate
- File





- LBP Original
- CF Duplicate
- DARRO Triplicate
- DARMO Quadruplicate
- File Quintuplicate

Copy distribution:

Provincial Agrarian Reform Officer

In this connection, it is hereby requested that the expenses incurred in the execution of the Affidavit of Consolidation (such as taxes, impositions, penalties & other fees) be deducted from the proceeds of the aforesaid property.

This refers to the VOCE/CACF in the name of \_\_\_\_\_  
covering a parcel of agricultural land under OCT/TCT No. \_\_\_\_\_  
located at \_\_\_\_\_

SUBJECT : Request to Deduct Expenses from the Proceeds  
of the Land Transfer Claim

ATTENTION : LBP-LVO

FOR : The President  
Land Bank of the Philippines  
Makati City

MEMORANDUM

Date \_\_\_\_\_

CARP Form No. 15.a: REQUEST TO DEDUCT EXPENSES

CARP FORM NO. 17: CERTIFICATION OF DEPOSIT (LBP)

LAND BANK OF THE PHILIPPINES

Claim No. \_\_\_\_\_

CERTIFICATION

This is to certify that the Land Bank of the Philippines has deposited the sum

of PESOS

(P) \_\_\_\_\_ in cash and in Agrarian Reform bonds on

\_\_\_\_\_ as compensation for \_\_\_\_\_ hectares of

the parcel/s of land situated at \_\_\_\_\_ covered by

OCT/TCT No./s/Survey/Lot No./s \_\_\_\_\_ in the name/s

of

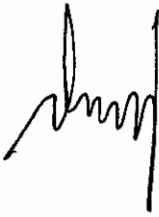
pursuant to:

[ ] PD 27 [ ] EO 228 [ ] EO 229 [ ] RA 6657

This certification is issued in accordance with LRA Circular No. 96-06 dated 23 July 1996 and DAR Administrative Order No. 2, series of 1996.

Done this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_\_\_\_ at \_\_\_\_\_

LBP Authorized Representative



**CARP FORM NO. 18: REQUEST TO ISSUE TCT IN THE NAME OF RP**

**MEMORANDUM**

**FOR** : The Register of Deeds

**SUBJECT** : REQUEST TO ISSUE TRANSFER CERTIFICATE OF TITLE IN THE NAME OF THE REPUBLIC OF THE PHILIPPINES

**DATE** :

This refers to the agricultural lands of \_\_\_\_\_ which has been subjected to Voluntary Offer to Sell (VOS)/Compulsory Acquisition (CA) pursuant to RA 6657, with the following information:

OCT/TCT No. \_\_\_\_\_  
 Tax Dec. No. \_\_\_\_\_  
 Area/Title (Ha) \_\_\_\_\_  
 Area Acquired (Ha) \_\_\_\_\_  
 Location: \_\_\_\_\_  
 Barangay \_\_\_\_\_  
 Municipality \_\_\_\_\_  
 Province \_\_\_\_\_

The landowner

[ ] has rejected the value of his landholdings as determined by the Land Bank of the Philippines (LBP) and DAR.

[ ] has failed to reply the Notice of Valuation sent by this Office within thirty (30) days upon receipt thereof, hence, is deemed to have rejected the value indicated therein.

[ ] has accepted the value of his landholdings as determined by the Land Bank of the Philippines and DAR but failed to comply with/submit the requirements for payment within seven (7) days from receipt of the DAR Request to Pay (CARP Form No. 12).

Thus, the Land Bank of the Philippines, upon request of this Office, deposited the compensation proceeds in the name of the herein landowner.

In view thereof and in accordance with pertinent guidelines, we are transmitting herewith a Certification from LBP and a copy of the segregation/subdivision plan and its corresponding technical descriptions approved by the DENR where property is partially covered by CARP.

It is therefore requested that the Register of Deeds issue the corresponding Transfer Certificate of Title in the name of the Republic of the Philippines in accordance with Section 16 of RA 6657.

Name & Signature  
Provincial Agrarian Reform Officer

Copy distribution:

- ROD Original
- LBP Duplicate
- DARRO Triplicate
- DARMO Quaduplicate
- DARPO Quintuplicate





**CARP FORM NO. 18.a: REQUEST TO REGISTER THE DEED OF  
TRANSFER AND TO ISSUE RP TITLE**

**MEMORANDUM**

**FOR : The Register of Deeds**

**SUBJECT : Request to Register the Deed of Transfer and to issue  
Transfer Certificate of Title in the name of the Republic of  
the Philippines**

**DATE :** \_\_\_\_\_

This refers to the Deed of Transfer (DOT) executed by  
\_\_\_\_\_ covering a parcel of agricultural land under  
OCT/ TCT No. \_\_\_\_\_ located at \_\_\_\_\_

The landowner had accepted the valuation of the property, improvements and  
facilities thereon.

It is therefore requested that the ROD cause the registration of the DOT and  
corresponding Transfer Certificate of Title in the name of the Republic of the  
Philippines be issued, copy furnished the DAR.

\_\_\_\_\_  
(Name and Signature)  
Provincial Agrarian Reform Officer

Copy distribution:

- ROD Original
- CF Duplicate
- DARRO Triplicate
- DARMO Quaduplicate
- File Quintuplicate



**CARP FORM NO. 18.b: LETTER TO THE LAND BANK OF THE PHILIPPINES**

Date \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sir/Madam:

This pertains to the property registered in the name of \_\_\_\_\_  
embraced by OCT/ TCT No. \_\_\_\_\_ with an area \_\_\_\_\_  
of \_\_\_\_\_ located at \_\_\_\_\_  
which has been covered by the Comprehensive Agrarian Reform Program (CARP)  
pursuant to Republic Act No. 6657.

The subject property was mortgaged by the registered owner to the  
prescribed. As a consequence, the ownership over the said property is consolidated in  
the name of said mortgagee as the new owner thereof.

Inasmuch as the Land Transfer Claim has already been approved by your office and a  
Certificate of Deposit (COD) has been issued in the name of the original owner, it is  
therefore requested that the name of the new owner shall be inscribed in the pertinent  
land transfer documents in lieu of the original owner.

Thank you for your usual cooperation.

Very truly yours,

\_\_\_\_\_  
(Printed Name and Signature)  
Provincial Agrarian Reform Officer

Copy distribution:

- Original
- LBP
- CF
- DARPO
- Triplicate
- Quaduplicate
- MARO
- Quintuplicate
- File

