



REPUBLIC OF THE PHILIPPINES

# DEPARTMENT OF AGRARIAN REFORM

Tunay na Pagbabago sa Repormang Agraryo

## MEMORANDUM NO. 138

FOR : UNDERSECRETARIES  
ASSISTANT SECRETARIES  
BOARD MEMBERS, DARAB  
EXECUTIVE DIRECTOR, DARAB SECRETARIAT  
BUREAU DIRECTORS  
REGIONAL DIRECTORS  
PROVINCIAL AGRARIAN REFORM PROGRAM OFFICERS II  
MUNICIPAL AGRARIAN REFORM PROGRAM OFFICERS II

FROM : THE UNDERSECRETARY FOR LEGAL AFFAIRS

SUBJECT : IATF PASS

DATE : 03 APRIL 2020

In connection with the submission by the Office of the Secretary to the IATF of the names of DAR personnel nationwide for the issuance of the IATF PASS, the concerned offices of the various sectors at the DAR Central Office and the concerned offices in the DAR regional, provincial, and municipal levels must submit the complete listing of personnel based on the following format (*Note: Prepare listing only on any of these four categories: Central/Regional/Provincial/Municipal*) Office, thus:

### CLEARANCE REQUISITION LISTING OF PERSONNEL

Level: Provincial Office

Complete Name of Personnel	Designation	Specific Assigned Areas	Description of Specific Task
1. Juan dela Cruz	MARPO	Municipality of San Isidro, Brgy. Concepcion	Distribute ARB IDs Support LGU in distribution of Cards Arrange Marketing of Crops
2.			
3.			

CERTIFIED TRUE AND CORRECT:

NAME OF HEAD: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

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

The Office of the Regional Director will collate the list of personnel from the PARPO and MARPO and submit the same on or before Monday, April 6, 2020 to the following e-mail address: [usec\\_lao@yahoo.com.ph](mailto:usec_lao@yahoo.com.ph).

For your compliance.

  
ATTY. LUIS MEINRADO C. PAÑGULAYAN