



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF AGRARIAN REFORM

Tunay na Pagbabago sa Repormang Agraryo

MEMORANDUM 257

FOR : ALL UNDERSECRETARIES AND ASSISTANT SECRETARIES OF
FOO, SSO, FASPO, LAO, FMAO, SC, PPRO
HEAD EXECUTIVE ASSISTANT –OSEC
MEMBERS OF THE DARAB AND DARAB SECRETARIAT EXECUTIVE DIRECTOR
BUREAU DIRECTORS AND ASSISTANT DIRECTORS OF BARBD, BLTI, BALA
SERVICE DIRECTORS OF PMS, PAMRS, PS, PRS, FMS, ADSERVE, MISS,
ARCDS, PARC SECRETARIAT, LEGAL SERVICE, EARS
DIRECTOR, INTERNAL AUDIT DIVISION-OSEC
SPECIAL ASSISTANTS TO THE OFFICE OF THE SECRETARY AND PPRO
ALL REGIONAL DIRECTORS
ALL RARADs
ALL ASSISTANT REGIONAL DIRECTORS
ALL PROVINCIAL AGRARIAN REFORM PROGRAM OFFICERS II
ALL PROVINCIAL AGRARIAN REFORM PROGRAM OFFICERS I
ALL REGIONAL PLANNING OFFICERS

FROM : THE UNDERSECRETARY
PLANNING, POLICY AND RESEARCH OFFICE

SUBJECT: ACTION POINTS BASED ON AGREEMENTS REACHED DURING THE ONLINE
2020 FIRST SEMESTER NATIONAL FORMATIVE ASSESSMENT AND
PERFORMANCE REVIEW

DATE: 20 JULY 2020

Below are the action points for compliance by concerned offices and for consideration by the Sectoral Undersecretaries in crafting their national directives for the 2nd semester of 2020. These action points were derived from the agreements reached during the online 2020 First Semester Formative Assessment and Performance Review held on July 13-17, 2020.

These action points will serve as basis for the 2020 2nd semester monthly compliance monitoring which will be conducted by Planning Service starting July 2020.

LAND TENURE SECURITY PROGRAM (LTSP):

Action Point 1. Regional and Provincial Offices to Prepare/Update Catch Up Plans (With Corresponding Contingency Plan) Supported byB Validated List of Landholdings

1. Confirm and/or update 2020 2ND Semester projections in the light of operational developments to rationally distribute the balances ending June 2020 and projected targets for the year and determine with finality the total area that can be delivered within the 2nd semester of 2020 (whether this would meet the target or not). It should also be emphasized that backlogs from previous years are to be captured in a separate catch-up plan. Accomplishments for these previous years' backlogs are to be reported separately from the accomplishments from current (2020) targets.
2. The catch-up plans should also reflect the area of problematic lands that can be transformed into workable lands and delivered within the second semester of 2020.
3. Assess the pace of implementation and prepare contingency plans containing replacement options or buffer accomplishments (outside of what has been targeted in 2020)

Action Point 2. Make Further Headways in EO 75 Lands and SPLIT Program

On EO 75 Lands

1. Field offices to fast track conduct of field validation and submission of FVRs and proposals to DARCO and submit report and supporting documents for landholdings in GOL inventory that are being proposed for deduction
2. FOO to deploy BLTI survey teams to the provinces to expedite the coverage of EO 75 lands
3. If despite exhausting all efforts and continuous coordination, agencies refuse to issue Deed(s) of Transfer (DOT), the DAR through the FOO and OSec should issue Notice to Proceed (NTP)

On SPLIT Program

1. Field offices to ensure that ARBs in lands covered by collective CLOAs are not arbitrarily replaced/expelled by cooperatives/ARBOs
2. Field offices to prioritize landholdings (covered by collective CLOAs) already with approved survey plans (ASPs)
3. Field offices to submit inventory of areas covered by Collective CLOAs for SPLIT/subdivision survey. Further, determine the number of ARBs who are still managing/maintaining lands covered by collective CLOAs

Action Point 3. Provide Need-Based Support Mechanisms

Policy

1. ULAO, FOO and PPRO to facilitate the issuance of the following Administrative Orders:
 - a. Reallocation of Collective CLOA
 - b. Fast Tracking the Issuance of Transfer Clearance

2. ULAO and FOO to facilitate the issuance of a joint circular with DENR ensuring the security of tenure of ARBs in covered areas now classified as timber lands

Operational

1. FOO to provide field offices access to survey equipment and BLTI survey teams
2. FOO to coordination with LRA to prioritize performance of CARP-LAD-related tasks by COS personnel
3. DARCO intervention to facilitate issuance of LRA report on landholdings for reconstitution of titles

Finance and Administrative

1. FMAO in coordination with FOO, to look into the feasibility of augmenting funds for conduct of survey
2. FMAO in coordination with OSec, to look into possibility of extending authority of OIC-RDs to appoint MARPOs

Action Point 4. Address Commitments and Areas of Special Concern

1. Monitor and file cases against violators to deter illegal conversion
2. Field offices to submit inventory of uninstalled ARBs to FOO; case briefs and proposals for the installation of uninstalled ARBs should be submitted immediately; adopt proactive approach in installation of uninstalled ARBs based on the directive of the Secretary
3. Field offices to submit to FOO list/inventory of landholdings to be affected by the proposed lifting of Administrative Order No. 5
4. Specific directives of the Secretary for the following regions must be addressed immediately:
 - a. **CALABARZON Region:** Pursue coordination efforts with the following agencies state colleges, universities leading to the coverage of GOL lands under EO 75: a) MWSS; b) University of the Philippines; c) Don Severino College; d) DSWD-Tanay; and e) Philippine Veterans Bank
 - b. **Region III:** Pursue coordination with the Local Government Unit of Cabanatuan City to submit within the month of July 2020 the inventory of all occupants in the Crisostomo Estate in Cabanatuan City. Also, pursue adjustments in lease contracts based on prevailing prices. Tendering of new lease contracts shall be done before the end of the July 2020.
 - c. **Region II:** Submit to FOO status reports as well as recommendations in the coverage of Cagayan State University properties.

Region II officials shall likewise coordinate with FOO and LAO to facilitate the reconstitution of titles of affected landholdings in Region II.

- d. **Region IX:** Pursue and complete efforts (segregation/subdivision survey) to cover and finally distribute Pagkain ng Bayan properties. Look also into the possibility of covering Jose Rizal Memorial State University's landholdings in Zamboanga Norte
- e. **CARAGA Region:** Submit immediately to FOO all documents related to the coverage of the following properties: a) Surigao Norte College of Agriculture b) CARAGA State University; c) Nasipit Lumber; and d) Malimono School of Fisheries
- f. **Region I:** Submit to FOO briefers on GOL properties, i.e., military reservations, DENR landholdings, that can be subjected to coverage
- g. **Region VI:** Pursue coordination with management of Iloilo West Visayas University to cover landholdings. Submit status report immediately
- h. **Region XII:** Submit to FOO validation reports and other relevant documents on Lanzones Settlements/landholdings

AGRARIAN JUSTICE DELIVERY PROGRAM (AJDP)

Action Point 1. Prepare/Update Catch Up Plan to Comply With Zero Backlog Policy and Health Protocols under the "New Normal"

1. Ensure that for the months of July and August, priority shall be given to pending cases as of end of 1st Semester.
2. Ensure also that the catch-up plans shall include pending cases beginning 2019, if any, and these shall be given priority
3. Include strategies, i.e., use of/participation in online proceedings, to fast track/facilitate the resolution of cases even under the "new normal" and in compliance with the health protocols

Action Point 2. Focus on Outcomes Of Issuances Of Writs

1. Field offices to ensure that writs are not only issued but are likewise served and executed/satisfied. Accomplishments, therefore, would not only be measured in terms of number of writs issued but also if the same are served and satisfied

Action Point 3. Maintain Integrity of Data

1. Field offices to ensure that the Legal Case Monitoring System (LCMS) is regularly updated so that reports coming in and submitted to oversight units, i.e, Planning Service, Finance and Management Service, are accurate, consistent and updated
2. Field offices to designate an ARPO II or SARPO or any employee with permanent position as LCMS point person responsible enough to handle the system; and coordinate with DARCO LCMS point person for LCMS cleansing.

Action Point 4. Address Commitments and Areas of Special Concern

1. LAO in coordination with FMAO to address dearth of permanent positions, i.e., PARADs, legal officers, in the field
2. LAO in coordination with MISS to strengthen connectivity in certain areas to ensure utilization of online platforms for proceedings that cannot be undertaken through physical presence of DAR legal officers/lawyers
3. Specific directives for the following regions must be addressed immediately:
 - a. **Region III:** Monitor cases of illegal conversion and provide LAO reports on the results of the monitoring (of special interest is the Hacienda Dolores).
 - b. **Calabarzon Region:** Focus on the following cases: a) Eton case; b) Task Force Lian, Batangas – DAR shall submit to the Office of the Solicitor General the findings of the Task Force; c) Lungsod Silangan Reservation; d) Hacienda Matias – for installation of ARBs; and e) Philcomsat case - for relocation site of farmers within 3 kilometers radius zone.
 - c. **Region II:** Monitor critical cases on transfer clearance and illegal conversion.
 - d. **Region XI:** Report on the status of the Marshman case **on July 24, 2020**

AGRARIAN REFORM BENEFICIARIES DEVELOPMENT AND SUSTAINABILITY PROGRAM (ARBDSP)

Action Point 1. The Regional and Provincial Offices shall Prepare/Update Catch Up Plan To Incorporate Programs, Activities Under ARBold and to Ensure that the most Number of ARBs are Reached and Supported amid the Pandemic

1. The catch up plans shall maintain the original 2020 NEP targets. However, we must be able to link or relate the NEP targets and accomplishments with ARBold. Thus, the catch-up plans should also reflect the ARBold activities in the context of sustaining the social and economic status of our ARBs amid the pandemic.
2. The catch up plans shall likewise ensure that the 2020 targets in availment of credit and microfinance and programs with marketing and production components are achieved. Strategies to achieve these would have to be formulated and reflected in the catch up plans

Action Point 2. The Regional and Provincial Offices shall Sustain, if not Improve Performance In Priority and Critical Programs and Activities even under the “New Normal”

1. The need to organize 1,000 ARBOs in 2020 remain a priority for DAR.
2. Continue to transform more ARBOs into eligible borrowers from credit windows/Land Bank of the Philippines (LBP).

3. Availment of ARISE and credit programs. These are still readily available even amid the pandemic. The DAR need to continue to encourage our beneficiaries/ARBOs to avail of these programs
4. Prioritize the registration of ARBs in the RSBSA in order for them to avail of the ARB Agricultural Insurance Program.
5. Early procurement for CRFPS program to ensure delivery of needed support to our beneficiaries

FINANCE AND ADMIN MATTERS

Action Point 1. The Regional and Provincial Offices shall Revisit 2020 Plan and Budget and Assess Absorptive Capacity for the Second Semester Of 2020

1. The 2020 plan and budget, particularly the fund balances ending June 2020 should be revisited. The absorptive capacity of the regions across all programs, activities and projects (PAPs) for the second semester should be assessed. Determine if there is a need to modify, divert or realign some of the fund balances to other PAPs that can be fully delivered in the second semester and thus assure a higher fund utilization rate by end of 2020.
2. The modified plan and budget, however, should not in anyway compromise the delivery of critical or priority programs.
3. The assessment of the 2020 plan and budget should also delve on the inverse correlation between the physical and financial performance of the field offices in the first semester of 2020. Cost parameters would have to be reviewed for these activities to minimize over- or under funding

Action Point 2. Participatory Formulation of 2020 2nd Semester National Sectoral Directives to Serve As Guide In Accomplishing Physical And Financial Balances and Targets

1. Conduct an expanded ExeCOM/ManCom Conference primarily to review and finalize the 2020 2nd semester sectoral directives which was crafted immediately after the Mid-year review. This shall be participated by the Regional Directors to ensure that regional and provincial concerns are adequately addressed.

POLICY, PLANNING AND RESEARCH OFFICE (PPRO)

Action Point 1: For the Provincial Offices to complete the encoding of the names of the ARBs covered in ARBOLD in the DAR Database System (DDS). The encoding should have been completed by June 30, 2020.

SPECIAL CONCERNS:

Action Point 1: If the current situation on COVID-19 pandemic normalized, the Special Concerns Office shall conduct CLOA validation activities in Region I and Cavite in compliance with the directives of President Duterte.

GENERAL REMINDER TO THE REGIONAL AND PROVINCIAL OFFICES:

Please be reminded that:

- (1) In crafting the FY 2020 2nd semester catch-up plan strategies and quantified deliverables, consider the restrictions and circumstances of the COVID-19 pandemic of the region/ province so that this COVID-19 crisis situation will not be the reason for non-delivery of targets;
- (2) Any proposal for fund augmentation, i.e, for survey, should be prepared and submitted as early as now to give the sectors enough window for vetting;
- (3) Any proposal for budget modification and realignment of funds shall be submitted to DARCO within July or early August for processing and approval by DBM; and
- (4) Timeline for the aforementioned action points are all immediate and these are urgent concerns that we need to look into.

GENERAL REMINDER TO ALL DAR OFFICIALS:

1. All the regional presentations and documentations/ highlights and agreements during the regional discussions are accessible in Office 365 SharePoint.
2. The presentation of the Sectoral Directives for the FY 2020 2nd Semester is scheduled on July 29-31, 2020. The presentors are the Undersecretaries of the FOO, LAO, SSO, FASPO, FMAO, PPRO and SPECIAL CONCERNS. The expected participants are all DARCO Third Level Officials and all Regional Directors and OIC-Regional Directors. Further notice will be issued if the conference will be conducted on face-to-face or online methodology. You will be notified of the details accordingly.

For compliance.

VIRGINIA N. OROGO



Inde

