



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS NA YAMAN**



MEMORANDUM

FOR/TO : The Assistant Secretary for Legal Affairs and Enforcement
Director, Biodiversity Management Bureau
Director, Ecosystems Research and Development Bureau
Director, Environmental Management Bureau
Director, Forest Management Bureau
Director, Mines and Geosciences Bureau
Director, Climate Change Service
Director, Foreign-Assisted and Special Projects Service
Director, Internal Audit Service
Director, Strategic Communication and Initiatives Service
Chief of Staff/HEA, Office of the Undersecretary for Legal and Administration
Chief of Staff/HEA, Office of the Undersecretary for Finance, Information Systems and Climate Change
Chief of Staff/HEA, Office of the Undersecretary Policy, Planning and International Affairs
Chief of Staff/HEA, Office of the Undersecretary for Field Operations (FO) - Luzon, Visayas and Environment
Chief of Staff/HEA, Office of the Undersecretary for FO – Mindanao
Chief of Staff/HEA, Office of the Undersecretary for Integrated Environmental Science
Chief of Staff/HEA, Office of the Undersecretary for Special Concerns and Legislative Affairs
Chief of Staff/HEA, Office of the Assistant Secretary for Policy, Planning, International Affairs, and Climate Change
Chief of Staff/HEA, Office of the Assistant Secretary for Legal Affairs
Chief of Staff/HEA, Office of the Assistant Secretary for FO - Luzon and Visayas
Chief of Staff/HEA, Office of the Assistant Secretary for FO - Mindanao
Chief of Staff/HEA, Geospatial Database Office

FROM : The Assistant Secretary
Policy, Planning, International Affairs and Climate Change and In-Charge, Office of the Director, Policy and Planning Service

SUBJECT: **REQUEST FOR COMMENT/CONCURRENCE ON THE REVISED DRAFT DENR ADMINISTRATIVE ORDER (DAO) RE STANDARD PROCEDURES FOR LAND ADMINISTRATION AND MANAGEMENT SYSTEM PHILIPPINES – INSPECTION, VERIFICATION AND APPROVAL OF SURVEYS (LAMS-IVAS)**

DATE : 19 SEP 2024

This refers to the Memorandum from the Director, Land Management Bureau (LMB) dated 09 September 2024, submitting the above-cited revised draft DAO

MEMO NO. 2024 - 850

which was subject of review during the PTWG Meeting No. 2024-04 held on 23 May 2024 at the OASIA Conference Room. Upon review, the Policy Studies Division requested the revision of the process flow to reflect the two (2) separate lanes mentioned in Section 9 of the draft policy, in an email dated 12 September 2024. The proponent revised and resubmitted the process flow in an email dated 16 September 2024. As agreed during the said meeting, the revised draft policy shall be circulated to the PTWG members for final vetting.

In this regard, may we request your comment/concurrence on the revised draft policy. We will appreciate receiving your feedback on or before **26 September 2024**. If we do not receive any response from you by the said deadline, we will interpret it as your endorsement of the draft policy.

We have attached a copy of the Summary of Agreements during PTWG No. 2024-04, for your reference.

For your consideration, please.


NORALENE M. UY, Ph.D.

Copy furnished:

The Director
Land Management Bureau

64

2/24/24



Republic of the Philippines
Department of Environment and Natural Resources
LAND MANAGEMENT BUREAU
Direct Line: (02) 8255-4362



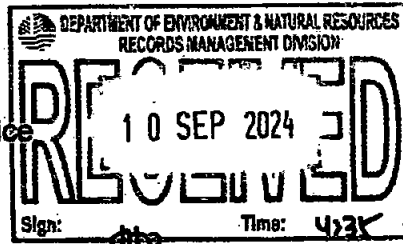
MEMORANDUM

FOR : The OIC, Director
Policy and Planning Service

FROM : The Director

SUBJECT : RE-SUBMISSION OF THE DRAFT DAO RE: STANDARD PROCEDURES FOR LAMS IVAS

DATE : 09 SEP 2024

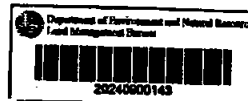


We are respectfully endorsing herewith the revised DAO re: Standard Procedures for LAMS IVAS.

Please be informed that all comments and suggestions of the DENR Policy Technical Working Group (PTWG) during the deliberation last May 23, 2024 were already incorporated in the revised DAO.

For your information and reference.

Emelyne V. Talabis
 ATTY. EMELYNE V. TALABIS, CESO III
 P-0



Encs: As stated

08/29/2024
PDS-LVG



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS YAMAN**



**DENR ADMINISTRATIVE ORDER
NO. 2024 - _____**

**SUBJECT: STANDARD PROCEDURES FOR LAND
ADMINISTRATION AND MANAGEMENT SYSTEM
PHILIPPINES – INSPECTION, VERIFICATION AND
APPROVAL OF SURVEYS (LAMS-IVAS)**

Pursuant to Executive Order (EO) No. 192 or the "Reorganization Act of the Department of Environment and Natural Resources;" Republic Act No. 11032 otherwise known as the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018;" DENR Administrative Order (DAO) No. 2007-29 or the "Revised Regulations on Land Surveys;" and in line with the objectives of DAO No. 2010-18 on improving the management of land information through the adoption of the Land Administration and Management System (LAMS) Philippines, the standard procedures for the inspection, verification and approval of surveys is hereby prescribed for the guidance of all concerned.

SECTION 1. Basic Policy. It is the policy of the State to take appropriate measures to promote transparency in government offices with regard to public service by streamlining the procedures and simplifying the requirements thereby reducing red tape and expedite business and nonbusiness-related transactions in government.

SECTION 2. Objective. This Order aims to promote the delivery of quality and efficient land administration services, through the adoption of the following measures:

- 2.1. Prescribe the standard procedures in the conduct of IVAS;
- 2.2. Identify the critical stages that involve multiple tasks, which extend the processing time of LAMS-IVAS transactions; and
- 2.3. Classify LAMS-IVAS transactions as "Highly Technical Application," as defined by R.A. 11032, and use this classification to prescribe the maximum processing time, in order to balance the expectations of the transacting public with the commitment of DENR in providing quality and efficient public service.

SECTION 3. Scope and Coverage. This Order shall cover all kinds of land surveys submitted to the DENR Regional Offices for inspection, verification and approval through LAMS Philippines.

SECTION 4. Definition of Terms. The following terms as used in this Order shall be defined as follows:

DRAFT DAO RE STANDARD PROCEDURES FOR LAND ADMINISTRATION AND MANAGEMENT SYSTEM PHILIPPINES – INSPECTION, VERIFICATION AND APPROVAL OF SURVEYS (LAMS-IVAS)

- 4.1. **Cadastral Map (CM)** – a map made as a result of a cadastral survey, drawn to appropriate scale and showing all land parcels and important natural and man-made features within a municipality/city/project, for purposes of describing and recording ownership.
- 4.2. **Complex Subdivision** – subdivision survey of previously approved parcel of land into ten (10) or more parcels of land.
- 4.3. **Digital Cadastral Database (DCDB)** – a database of land records containing textual, scanned documents, maps, and spatial data created and stored within LAMS Philippines.
- 4.4. **Digital Land Survey Data (DLSD)** – an XML file containing all the coordinate data and other textual information of the survey plan.
- 4.5. **eSurveyPlan** – an easy-to-use windows application designed for the preparation of survey plans in digital land survey data format.
- 4.6. **Evaluation** – the assessment of the quality and compliance of survey returns, including technical correctness and adherence to applicable regulations and standards.
- 4.7. **First-In First-Out (FIFO) Rule** – the order of processing of transactions in LAMS Philippines, wherein the system automatically assigns the next transactions to be processed from the queue, to prevent the users from prioritizing their preferred clients. The transaction queues are listed by date and time, and newly created transactions are placed at the bottom of the queue for processing at the next stage.
- 4.8. **Inspection** – the process of examining and reviewing survey documents and plans to ensure they meet the required standards and completeness before further processing.
- 4.9. **Inspection, Verification and Approval of Surveys (IVAS)** – a system designed for the verification and approval process of land surveys at the DENR Regional Offices. It has special Geographic Information System (GIS) functionalities to facilitate automated checks which aid in the automated verification process.
- 4.10. **Highly Technical Application** – an application which requires the use of technical knowledge, specialized skills and/or training in the processing and/or evaluation thereof (as defined in R.A. 11032).
- 4.11. **Land Administration and Management System (LAMS) Philippines** – a system-enhanced land record management facility that ensures integrity of and access to land information such as cadastral maps, isolated survey plans, public land applications,

DRAFT DAO RE STANDARD PROCEDURES FOR LAND ADMINISTRATION AND MANAGEMENT SYSTEM PHILIPPINES – INSPECTION, VERIFICATION AND APPROVAL OF SURVEYS (LAMS-IVAS)

patents and titles, and also to perform quick processing of land transactions and updating of land records as well as the tracking of applications undergoing processing. This is supported by a digital cadastral database that provides a spatial reference.

- 4.12. **Lot Data Computation (LDC)** – the boundary computation of each land parcel which form part of the survey return submitted to the Geodetic Engineer.
- 4.13. **No “To Follow” Rule** – the clients are required to submit the complete requirements upon application. Incomplete applications will not be accepted and later submission of lacking requirements is not allowed.
- 4.14. **Projection Map (PM)** – a provisional Cadastral Map prepared in a scale of 1:4000 used for monitoring, verification and approval of surveys.
- 4.15. **Simple Subdivision** – subdivision survey of previously approved parcel of land into nine (9) or less parcels of land.
- 4.16. **Survey Return (SR)** – the complete survey documents required for the approval of survey plans, such as, but not limited to, survey plan, transmittal of survey returns, field notes cover and inside, traverse computation, Lot Data Computation (LDC), Digital Land Survey Data (DLSD), boundary computation, title and reference plans.
- 4.17. **Transaction Pipeline** – includes all on-going and pending LAMS-IVAS transactions.
- 4.18. **Verification** – the process of confirming the accuracy and correctness of survey data and documentation against established criteria and standards.

SECTION 5. Standard Stages in the Conduct of IVAS. The following stages shall be observed in the conduct of IVAS. The process flow is hereto attached as Annex A.

- 5.1. **Preliminary Assessment of the Survey Returns (SR)** – at this stage, the completeness of the application is assessed. A pro-forma checklist of minimum requirements (Annex B) shall be used to check if the survey returns submitted is complete. Incomplete SRs upon initial evaluation shall not be accepted and shall be returned with attached notice to the Geodetic Engineer (GE) (Annex C), indicating the lacking documents for compliance.

A No “To Follow” rule shall be strictly imposed. All digital, supplementary and documentary requirements should be complete

DRAFT DAO RE STANDARD PROCEDURES FOR LAND ADMINISTRATION AND MANAGEMENT SYSTEM PHILIPPINES – INSPECTION, VERIFICATION AND APPROVAL OF SURVEYS (LAMS-IVAS)

upon submission, otherwise, applications with lacking requirements shall not be accepted.

- 5.2. Acceptance of Survey Returns in LAMS-IVAS** – after passing the preliminary evaluation and upon payment of fees, the DLSD file shall be uploaded in the LAMS kiosk or online, through eSurveyPlan, and a unique LAMS-IVAS transaction number will be assigned to the application. Afterwards, the survey returns are endorsed for technical verification.

Acceptance shall mean that the application will be acted upon by the agency. The reckoning date for the counting of the processing time shall be upon payment of official verification fees.

The First-In-First-Out rule shall be followed.

- 5.3. Technical Verification** – at this stage, the technical correctness of the submitted survey, as well as, the compliance to the technical standards, is ensured. This stage includes the following sub-stages:

5.3.1. Records Stage – digital verification of the conformity of the submitted Survey Returns with the Digital Cadastral Database. This also includes research, encoding and verification of other references that are not available in the LAMS DCDB.

5.3.2. Projection Stage – projection of the submitted survey plan against the DCDB, Cadastral Maps, and Projection Maps.

5.3.3. Verification Stage – verification of the submitted LDC against the uploaded DLSD and reference title/plan.

5.3.4. Cartography Stage – review and checking of the technical description on the survey plan, annotation of information/documents attached to the survey returns.

- 5.4. Final Verification and Evaluation** – the Survey Returns (SRs) shall undergo final verification and evaluation. If all survey plans and documents are in order, the appropriate initials shall be affixed on the verified survey plan as outlined in the process flow (Annex A).

- 5.5. Approval and Rejection of Survey Returns.** Survey plans shall undergo recommendation and final approval as outlined in the process flow, in accordance with DAO No. 2022-13¹.

¹ DAO No. 2022-13 re Delegation of Authority to Approve Land Surveys to the Chief of Surveys and Mapping Division

DRAFT DAO RE STANDARD PROCEDURES FOR LAND ADMINISTRATION AND MANAGEMENT SYSTEM PHILIPPINES – INSPECTION, VERIFICATION AND APPROVAL OF SURVEYS (LAMS-IVAS)

Survey returns with technical pending adverse findings shall be returned to the concerned Geodetic Engineer, who has forty (40) days to comply with the lacking requirements. LAMS Philippines will send an automated SMS and/or email to notify the Geodetic Engineer and landowner, which shall have the effect of tolling/interrupting the transaction period. If compliance is met within the aforesaid grace period, the transaction shall resume. Failure to comply will result in automatic rejection by LAMS Philippines and the issuance of a Rejection Order.

Upon final approval, a survey number shall be assigned and inscribed on the lower right-hand portion of the signed survey plan. The Tabular Technical Description will be generated by LAMS Philippines in order of approval, and certified as outlined in the process flow.

- 5.6. **Withdrawal of Survey Returns** – The SRs shall only be allowed to be withdrawn by the concerned Geodetic Engineer, upon written consent of the landowner/claimant.

Likewise, SRs may be withdrawn by the claimant/landowner, upon notice to the concerned Geodetic Engineer by the DENR Regional Office.

- 5.7. **Releasing of Approved SRs** – The approved Survey Plan and the Tabular Technical Description shall be released from the Office of the Chief, SMD to the concerned landowner and Geodetic Engineer and shall be transmitted to the Land Records Section.

SECTION 6. Archiving of Approved Survey Returns. The approved SRs shall only be considered as part of the official records of the DENR upon scanning and uploading by the Land Records Section of the aforesaid approved SRs to the LAMS DCDB.

SECTION 7. Notification on the Status of Approval of Survey Returns. The claimants/landowners and the concerned Geodetic Engineers shall be apprised and/or notified by SMS or e-mail of the status of the approval of SRs, whether it is accepted, pending, rejected, withdrawn, and approved.

SECTION 8. Standard LAMS-IVAS Processing Time. The inspection, verification, and approval of survey returns under the LAMS Philippines shall be categorized as highly technical applications, as prescribed in R.A. 11032, and shall be processed within twenty (20) working days. The said period may be extended only once, for another twenty (20) working days, provided that the client shall be notified, citing the reasons for the extension thereof.

Non-compliance with this Order shall be subject to the provisions of R.A. 11032 and its Implementing Rules and Regulations (IRR).

DRAFT DAO RE STANDARD PROCEDURES FOR LAND ADMINISTRATION AND MANAGEMENT SYSTEM PHILIPPINES – INSPECTION, VERIFICATION AND APPROVAL OF SURVEYS (LAMS-IVAS)

SECTION 9. Separate Lanes in the Transaction Pipeline for Surveys.

To ensure efficient approval of surveys while adhering to the FIFO rule, the DENR Regional Offices shall establish two (2) separate lanes in the transaction pipeline:

9.1. Private Surveys Lane: This lane will handle all private surveys; and

9.2. Government Surveys Lane: This lane will manage all government surveys.

Each lane will follow the appropriate verification and approval processes as outlined in the process flow. This segregation will facilitate more efficient processing and ensure that each type of survey is handled according to its specific requirements.

SECTION 10. Monitoring and Evaluation. The Land Management Bureau shall oversee and monitor the IVAS activities of all the DENR Regional Offices which are available real-time in the LAMS Philippines.

In the course of monitoring the accomplishments under LAMS-IVAS, all SRs that were approved, withdrawn, and rejected from verification are to be considered as completed transactions under the system.

SECTION 11. Enhancement of the LAMS Philippines. The LAMS-IVAS shall be enhanced to conform to this Order.

SECTION 12. Separability Clause. If any provision of this Order shall be declared invalid or unconstitutional, such declaration shall not affect the validity of the remaining provisions of this Order.

SECTION 13. Repealing Clause. All orders, circulars, memoranda, and other issuances inconsistent herewith are hereby repealed and/or amended accordingly.

SECTION 14. Effectivity. This Order shall take effect fifteen (15) days after the publication thereof in a newspaper of general circulation and upon acknowledgement of the receipt of a copy thereof by the Office of the National Administrative Register (ONAR).

MARIA ANTONIA YULO LOYZAGA
Secretary

ANNEX A

PROCESS FLOW OF LAMS-IVAS

Process	Processing Time	Responsible Unit/Personnel
A. PRELIMINARY		
1. Preliminary Inspection of SRs	1 day	SMD Front Desk
2. Payment of Verification Fees		Collecting Officer
B. ACCEPTANCE		
3. Kiosk or online submission of complete SRs through e-SurveyPlan. Assign LAMS Transaction ID. Forward SRs for technical verification. <i>Note: Two (2) lanes after Acceptance – one for private surveys (Private Surveys Lane) and all government surveys (Government Surveys Lane). The transaction lanes shall remain separate all throughout the stages of Technical Verification.</i>	1 day	SMD Front Desk
C. TECHNICAL VERIFICATION		
C-1. RECORDS STAGE		
4. Digital verification of the submitted SRs with the Digital Cadastral Database (DCDB). Scan, upload and encode approved LDCs and plans (can be dispensed with if DCDB is complete)	3 days	SMD Records Section
C-2. PROJECTION STAGE		
5. Check position. Plotting on the Projection/Cadastral Maps.	2 days	Projection Unit
C-3. VERIFICATION STAGE		
6. Verification of the submitted LDC against the uploaded DLSD and reference plan. Checking of technical correctness.	3 days	Verification Unit

Process	Processing Time	Responsible Unit/Personnel
C-4. CARTOGRAPHY STAGE		
<p>7. Review and check the technical description on the survey plan. Ensure that the submitted survey plans have complied with the technical standards. Annotate information/documents attached to the SRs.</p> <p>Note: The separate transactions lanes shall converge at the Final Verification and Evaluation.</p>	3 days	Cartographers
D. FINAL VERIFICATION AND EVALUATION		
<p>8. Final verification and evaluation of the technical correctness and completeness of the documentary requirements of the SRs</p>	2 days	Chief, OOSS/ACS
E. RECOMMENDING APPROVAL		
<p>9. Recommending approval</p>	2 days	Assistant Chief-SMD
F. FINAL APPROVAL		
<p>10. Final approval</p>	2 days	Chief-SMD
G. RELEASING		
<p>11. Assignment of survey number of the Approved Survey Plan. Releasing of the Approved Survey Plan and Tabular Technical Description to the concerned GEs.</p>	1 day	Office of the Chief-SMD/SMD Front Desk



**DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES
KAGAWARAN NG KAPALIGIRAN AT LIKAS NA YAMAN**



MEMORANDUM

FOR/TO : The Director, Legal Affairs Service (Vice- Chairperson, PTWG)
Assistant Director, Biodiversity Management Bureau
Assistant Director, Ecosystems Research and Development Bureau
Assistant Director, Environmental Management Bureau
Assistant Director, Forest Management Bureau
Assistant Director, Land Management Bureau
Assistant Director, Mines and Geosciences Bureau
Representative, Office of the Undersecretary for Legal and Administration
Representative, Office of the Undersecretary for Finance, Information Systems and Climate Change
Representative, Office of the Undersecretary Policy, Planning and International Affairs
Representative, Office of the Undersecretary for Field Operations (FO) - Luzon, Visayas and Environment
Representative, Office of the Undersecretary for FO – Mindanao
Representative, Office of the Undersecretary for Integrated Environmental Science
Representative, Office of the Undersecretary for Special Concerns and Legislative Affairs
Representative, Office of the Assistant Secretary for Policy, Planning and Foreign-Assisted and Special Projects
Representative, Office of the Assistant Secretary for Legal Affairs
Representative, Office of the Assistant Secretary for FO - Luzon and Visayas
Representative, Office of the Assistant Secretary for FO - Eastern Mindanao
Representative, Office of the Assistant Secretary for FO - Western Mindanao
Representative, Legal Affairs Services
Representative, Climate Change Service
Representative, Foreign-Assisted and Special Projects Service
Representative, Internal Audit Service
Representative, Strategic Communication and Initiatives Service
Representative, Geospatial Database Office

FROM : The OIC Director
Policy and Planning Service

SUBJECT: SUMMARY OF AGREEMENTS DURING POLICY TECHNICAL WORKING GROUP (PTWG) MEETING NO. 2024-04 HELD ON

**23 MAY 2024, 9:30 AM AT THE OASIA CONFERENCE ROOM,
5/F DENR-CENTRAL OFFICE BUILDING AND VIA ZOOM**

DATE : **30 MAY 2024**

We are furnishing herewith the summary of agreements during the PTWG Meeting No. 2024-04 held on 23 May 2024, 9:30 AM at the OASIA Conference Room and online via Zoom, which tackled the proposed policies from the Land Management Bureau.

As agreed upon, the proposed policies shall be circulated to the PTWG members for further comment/s, once revised by the proponent.

For your information and consideration, please.


CHERYL LOISE T. LEAL



**PTWG Meeting No. 2024-04
SUMMARY OF AGREEMENTS**

23 May 2024 | 9:30 AM |

OASIA Conference Room, 5/F DENR-CO Bldg. and via Zoom

I. Call to Order

Chairperson: Director Cheryl Loise T. Leal	
Vice Chairperson: Director Norlito A. Eneran	
Members:	
BMB – Mr. Francisco B. Feliciano	OULA – Ms. Lolita S. Presbitero
Ms. Jennelyn A. Ramos	OUFOLVE – Engr. Myla Carungi
ERDB – Asst. Dir. Conrado B. Marquez	OUFISCC – Mr. AJ Zapata
For. Paul Cuadra	OUFOM – Mr. Benjamin Gaerlan
FMB – For. Dianne A. Lanugan	OUPPIA – Mr. Jeremy Q. Rola
MGB – Engr. Jenette C. Ponce	OASFOEM – Ms. Ariane Gale Balbedina
LMB – Asst. Dir. Romeo P. Verzosa	OASPPFASP – Mr. Marc Nicome Ramirez
Engr. Ariel T. Reyes	OASFOLV – Ms. Josefina M. Ocampo
Engr. Bienvenido F. Cruz	Engr. Alex D. Venzon
Ms. Ma. Gina F. Pascua	OASFOWM – Ms. Juanita C. Timola
Atty. Kim Darriel P. Colis	IAS – Mr. Jake Lorenz C. Aldovino
For. Lovella B. Galindon	CCS – Ms. Imelda Matubis
Ms. Alexandra M. Labore	SCIS – Mr. Roy O. Gulane
Mr. Mohamad Said Ben M. Paniorotan	
Secretariat:	
For. Llarina S. Mojica	Ms. Zayrelle Ann U. Suello
Ms. Mary Lou Retos	Ms. Nim Hyde Eusebio
Ms. Debra Z. Tante	For. Kelsie Miniano
Mr. Nehemiah Leo Carlo B. Salvador	For. Hazel D. Chua

II. Adoption of the Provisional Agenda

Director Norlito A. Eneran introduced the proposed policies for review by the PTWG. Ms. Lolita Presbitero moved for the approval of the agenda, seconded by other members of the group.

III. Discussions on Proposed Policies

- a. Draft DENR Administrative Order (DAO) re Guidelines on the Annotation of Legal Basis in the Survey Plans and Amendment of Political Boundary Maps in Case of Change of Political Jurisdiction or Names of Local Government Units (LGUs)

Provision	Comments/Agreements
Subject/Title	Revise as "Guidelines on the Annotation of Legal Basis in the Survey Plans in case of Change of Political Jurisdiction or Names of Local Government Units (LGUs)"
Prefatory Statement	<ul style="list-style-type: none"> • Ms. Presbitero proposed the inclusion of DAO No. 2007-29 or the Revised Regulations on Land Surveys among the legal bases. The proposal was adopted. • Ms. Matubis raised the appropriateness of citing RA No. 11961 among the legal basis of the proposed policy considering that this was not tackled in the provisions. It was agreed that the same be deleted.
SECTION 1. Basic Policy	Ms. Presbitero suggested rephrasing the provision as "It is the policy of the State to accelerate land surveys in the entire country in support of the effective land management and administration through an effective and efficient system x x x."
SECTION 2. Objective	Adopted
SECTION 3. Scope and Coverage	Revise the scope by covering survey plans that are existing/in the possession of the DENR. In such cases, the Department may initiate the annotation, subject to availability of funds. LMB may come up with an inventory/roadmap, for funding considerations.
SECTION 4. Definition of Terms	<ul style="list-style-type: none"> • On Annotation, Director Eneran suggested providing a generic definition thereof. He also suggested checking the definition under PD 1529 or the Property Registration Decree. Upon checking, annotation is not defined under the said law.

	<ul style="list-style-type: none"> • On Philippine Standard Geographic Code (PSGC), Director Eneran suggested separating the city from the municipality. • Include definitions of "Legal Basis" and "LAMS-IVAS"
SECTION 5. Annotation of Legal Basis in Survey Plans	<ul style="list-style-type: none"> • Include a sub-section (5.4.) for Office-initiated annotations and define the procedures or process flow, as suggested by Ms. Presbitero • Director Eneran suggested providing examples of annotation for items indicated under Section 5.2., similar to the example provided under Section 5.1, for uniformity. • On sub-item 5.2.2, include among the legal basis for annotation the entry of judgment citing the decision of the Supreme Court, and delete the word "official" • On sub-item 5.2.2.1, judgement should be corrected as "judgment"
SECTION 6. Other Documentary Evidence in the Change and Correction of Political Names	Delete Section 6 and transfer the provision under sub-item 5.2.2.5
SECTION 7. Issuance of Amendment Order	<ul style="list-style-type: none"> • On the first sentence, delete the phrase "those falling under items 1 to 5," as proposed by Ms. Presbitero • Evaluate the possibility of changing the Amendment Order into a Memorandum re instruction on implementation
SECTION 8. Evaluation of the Annotation in the Survey Plan	<ul style="list-style-type: none"> • Re-number as Section 6 • Define and segregate the process for private GE-initiated and office-initiated annotation. Include as an Annex of the draft policy the process-flow for such procedures. • For office-initiated annotation, specify the Surveys and Mapping Division (SMD) of the DENR Regional Office as the responsible office. • On sub-section 6.3, indicate that the changes shall be effected by the

	authorized DENR personnel in coordination with the private GE
SECTION 9. Transitory Provision	Renumber as Section 8
Agreement	Ms. Presbitero moved for the approval of the proposed policy, subject to the corrections and inputs of the PTWG. For. Lanugan seconded the motion. Director Eneran declared the approval by the PTWG of the proposed policy, subject to the comments and recommendations.
Way Forward	Once revised by the proponent, the draft policy will be circulated to the PTWG members for further comment/s.

b. Draft DAO re Standard Stages and Processing Time of Land Administration and Management System Philippines – Inspection, Verification and Approval of Surveys (LAMS-IVAS)

Provision	Comments/Agreements
Subject/Title	Ms. Presbitero suggested revising the title of the proposed policy by using the standard phrase. The proponent may consider "Standard Procedures for Land Administrative and Management System Philippines – Inspection, Verification and Approval of Surveys (LAMS-IVAS)"
Prefatory Statement	<ul style="list-style-type: none"> • Include DAO No. 2007-29 or the Revised Regulations on Land Surveys among the legal bases • Use semicolon instead of comma to separate the legal bases
SECTION 1. Basic Policy	Adopted
SECTION 2. Objective	Mr. Feliciano suggested reformulating the line "to ease the burden to the transacting public..." as the same appears negative. The proponent may consider "This Order aims promote the delivery of quality and efficient lands administration services x x x"
SECTION 3. Scope and Coverage	Revise as "This Order shall cover all kinds of land surveys submitted to the DENR Regional Offices for inspection,

	verification and approval through LAMS Philippines"
SECTION 4. Definition of Terms	<ul style="list-style-type: none"> ● On Cadastral Map (CM) – add "city" after municipality ● On Inspection, Verification and Approval of Surveys (IVAS): <ul style="list-style-type: none"> - spell-out the acronym "GIS" - delete the line "tracking of the" to ensure that the definition conforms to the highly technical nature of the application ● On LAMS Philippines, insert a hyphen in system enhanced ● On No-To-Follow-Rule, revise the phrase as <i>No "To Follow" Rule</i> to prevent confusion ● Include definitions of "Inspection," "Verification" and "Evaluation"
SECTION 5. Standard Stages in the Conduct of IVAS	<ul style="list-style-type: none"> ● On the heading of sub-section 5.1, replace the term "verification" with "assessment" ● On sub-section 5.4, revise the heading as "Final Evaluation and Verification" ● Delete the responsible person/s for the activities and indicate these instead in the Annex. The provisions should be focused on the process. ● Merge/harmonize sub-sections 5.5 and 5.6 ● Maintain the 40 days grace period and inform the Geodetic Engineers of the Philippines (GEP), Inc. that the prescribed period is in conformity with RA 11032. ● On sub-section 5.7, Director Eneran proposed that instead of a written consent, the Department should inform the Geodetic Engineer regarding the landowner's withdrawal of the survey returns. ● On sub-section 5.9, Director Eneran suggested adding "landowner and" after the term "concerned."

	<ul style="list-style-type: none"> • LMB clarified that "inspection" pertains to the preliminary inspection/checking of documents; "evaluation" is focused on the requirements; while "verification" concerns the process.
SECTION 6. Archiving of Approved Survey Returns	Adopted
SECTION 7. Notification on the Status of Approval of Survey Returns	Adopted
SECTION 8. Standard LAMS-IVAS Processing Time	Adopted
SECTION 9. Separate Lanes in the Transaction Pipeline for Simple and Complex Subdivision Surveys, and Government Surveys	Director Eneran suggested spelling out/defining how to operationalize the separate lanes
SECTION 10. Monitoring and Evaluation	Director Eneran proposed indicating in the provision that information on IVAS activities are available real-time under the LAMS Philippines
SECTION 11. Enhancement of the LAMS Philippines	Director Eneran suggested adding a statement, i.e., "The LAMS-IVAS shall be enhanced to conform to this Order."
Agreement	Engr. Venzon moved for the approval of the proposed policy, subject to the corrections and inputs of the PTWG. Mr. Feliciano seconded the motion. Director Eneran declared the approval by the PTWG of the proposed policy, subject to the comments and recommendations.
Way Forward	Once revised by the proponent, the draft policy will be circulated to the PTWG members for further comment/s.

- c. Draft DAO re Guidelines on the Issuance of Authority to Print (ATP) LMB Survey Forms for Exclusive Use of Government Agencies and Local Government Units (LGUs)

Provision	Comments/Agreements
Agreement	Deferred due to time constraints

The PTWG meeting was adjourned at 4:35 PM.

Prepared by the Secretariat

Noted by:


ATTY. NORLITO A. ENERAN
Director, Legal Affairs Service and
Vice Chairperson, DENR-PTWG

PHOTO DOCUMENTATION

