

**Administrative Order
No. 56
June 13, 1990**

SUBJECT: Prescribing Guidelines in the Acceptance of Plans in the Hands of Private Persons for Validation Before they can be Considered Official Records.

In order to preclude the reconstitution and validation of survey records, copies of which have been destroyed during the last world war or lost during the decentralization of records, a uniform procedure in accepting plans or lot descriptions presented by private parties is hereby prescribed as follows:

1. Survey plans submitted in the Regional Offices:
 - a. The survey record shall be transmitted to the CENRO concerned for field investigation to determine whether the submitted document is the true representation of the field situation.
 - b. The CENRO shall submit a report of his findings to the Regional Technical Director, Lands Management Service concerned who in turn will forward to the Director, Lands Management Bureau thru the Chief, Geodetic Surveys Division the report of investigation for evaluation.
 - c. The Lands Management Bureau, after evaluation of the report and cross-checking with other available information in its file or in the field of the Land Registration Authority (LRA), shall forward the same to the Regional Technical Director, Lands Management Service for reconstruction and approval and thereafter furnish copies to the Lands Management Bureau, PENRO, CENRO for their reference.
2. Survey plans submitted to the Lands Management Bureau shall be transmitted to the concerned RTD, Lands Management Service. The procedure in item 1 above shall then be followed.
3. These measures are necessary in the wake of many questionable original transfer certificates of title based on spurious survey plans.

4. **The practice of the regions of accepting from interested parties print copies of plans or technical descriptions, reconstructing them without verification as to authenticity and issuing certified copies for legal purposes is hereby ordered to be discontinued.**
5. **This Order is for the good public service and shall take effect immediately.**

FULGENCIO S. FACTORAN, JR.
Secretary