



Republic of the Philippines  
**Department of Environment and Natural Resources**  
MIMAROPA REGION  
PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE  
Bgy. Sta. Monica, Puerto Princesa City, Palawan  
Telfax No. (048) 434-8791  
Email Add: [penropalawan@denr.gov.ph](mailto:penropalawan@denr.gov.ph)

DENR MIMAROPA  
RECORDS SECTION  
**RECEIVED**

**MAR 21 2023**

☐ INCOMING ☐ OUTGOING  
BY: \_\_\_\_\_ DATE NO. \_\_\_\_\_  
TIME: \_\_\_\_\_

March 7, 2023

**MEMORANDUM**

**FOR** : The Regional Executive Director  
1515 DENR By the Bay Bldg., Roxas Blvd.  
Barangay 668, Ermita, Manila

**ATTENTION** : The OIC-Assistant Regional Director for Technical Services  
The OIC-Chief, Surveys and Mapping Division

**FROM** : The Provincial of Environment and  
Natural Resources Officer

**SUBJECT** : **REQUEST OF RICHEL TEJANO FOR CADASTRAL  
MAP OF LOT 1084, CAD.1037-D IN BARANGAY VILLA  
LIBERTAD, EL NIDO, PALAWAN**

Forwarded is the memorandum of CENRO Taytay, Palawan dated February 22, 2023 along with the request from Ms. Richel Tejano for a certified copy of Cadastral Map of Lot 1084, Cad.1037-D, Brgy. Villa Libertad, El Nido, Palawan.

Requested documents are classified under Limited Circulation (LC) per DAO No. 97-24 access thereof needs approval of the higher authority hence it is forwarded for consideration.

  
FELIZARDO B. CAYATOC

Reference No: 2023-1932  
TSD/RPS/SMU

DENR-PALAWAN  
PENRO RECORDS  
**RELEASED**  
By: Rhea  
Date: 14 MAR 2023 2023-659

DENR CENRO  
TAYTAY, PALAWAN  
RECEIVED  
BY: *Sub*  
DATE: 2-20-20 CN 1178

## Request for Documents

External  
Inbox



**michelle tolentino** <michtolentino82@yahoo.com.ph>

1:50 PM  
(35 minutes  
ago)

to me

Dear CENRO,

This is to request a certified true copy of the following :

1. Transfer Certificate of Title No. T-21042;
2. Original Certificate of Title No. E-17319
3. Cadastral Map pertaining to the above TCT;
4. Approved plan pertaining to the above TCT;

See attached letter from the owner.

Please let us know when to pick-up and how much we need to pay.

Hope for your immediate response on the above request.

Michelle Tolentino  
Staff of the registered Lot Owner





Republic of the Philippines  
Department of Environment and Natural Resources  
**Region IV- MIMAROPA**  
**COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
by National Highway, Poblacion, Taytay, Palawan. 5312  
Contact Nos./email add: 09121713889 (TNT)/ 09265059335 (TM)/[cenrotaytay@denr.gov.ph](mailto:cenrotaytay@denr.gov.ph)

February 22, 2023

**MEMORANDUM**

**FOR :** The Regional Executive Director  
DENR MIMAROPA  
1515 L&S Bldg., Roxas Blvd.,  
Ermita, Manila

**Attention Please :** Chief, Surveys and Mapping Division

**THRU :** The Provincial Environment and Natural  
Resources Office - Palawan

**FROM :** The Community Environment and Natural  
Resources Office – Taytay-El Nido, Palawan

**SUBJECT :** **REQUEST OF RICHEL TEJANO FOR CADASTRAL MAP OF  
LOT 1084, CAD 1037-D IN BARANGAY VILLA LIBERTAD, EL  
NIDO, PALAWAN**

Respectfully forwarding is the subject request of Richel Tejano (copy attached) for your level of action. Issuance of authenticated survey records is not included in DAO 2022-10. Given the fact that original survey records is in the care of the Regional Office, it is assumed that the authority is in the Chief, Surveys and Mapping Division.

Thank you.

**CONRADO M. CORPUZ**

**DENR CENRO  
TAYTAY, PALAWAN  
RELEASED**

BY:   
DATE: FEB 23 2023 C.N. 823

**DENR PENRO  
PALAWAN RECORDS  
RECEIVED**

BY:   
DATE: FEB 23 2023 CN 23-132

#29 JORJOCAN ST WEST AVB QC

Mailing address (Pahatirang sulat) BRGY: NAYONG KALLUNAN

Date (Petsa) FEB. 20-2023

The Community Environment and Natural Resources Officer  
Taytay-El Nido, Palawan

Sir,

I respectfully request for the following checked items re Lot T-21042 | 1084  
*May paggalang po akong humihingi ng mga sumusunod na aytem ukol sa Lote*

in Barangay VILLA LIBERTAD, Municipality of EL NIDO, Palawan:  
*sa Barangay Bayan ng Palawan:*

1 ☐ Lot verification/classification status  
*Kalagayang uri ng lupain*

2 ☐ Certified records TCT NO T21042  
*Pinatunayang sipi ng talaan*

3 ☐ Certification on area/survey claimant/disposition status  
*(Pinatunayang kabuuang sukat/ Nakatalang nag-aangkin/ kalagayan kung titulado o may aplikasyon nino?)*

4 ☐ Others (specify) CADASTRAL MAP/APPLICABLE PLAN  
*Iba pa (linawin)*

DENR CENRO  
TAYTAY, PALAWAN  
RECEIVED  
BY: CH  
DATE: 2-20-23 CH 1145

Attached for your reference is an updated certification of the concerned Punong Barangay.  
*Lakip po dito ang Certification ng nakakasakop na Punong Barangay).*

This request is for the following purpose: FOR OFFICE GRACE FAVILA  
*Ang kahilingang ito ay kailangan sa layuning:*

Thank you (Salamat po).

Please Check:

Gender: Age:  
(☒) Male ( ) 13-17yo  
( ) Female ( ) 18-59 y.o  
( ) LGBTQI++ ( ) 60 above  
( ) Prefer not to say

Respectfully yours (Pangangailangan)

RIGHT OFFICE

(Signature over printed name (Lagda sa taas ng inimprintang pangalan)

Contact Number 09778105321

(Please don't leave blank/ Huwag iwanan na blanko)



Republic of the Philippines

Department of Environment and Natural Resources

Region IV-MIMAROPA

COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE

by the National Highway, Poblacion, Taytay 5312, Palawan

### ACKNOWLEDGMENT RECEIPT

Valued Customer,

This is an acknowledgment of your letter above. Please cite this code ( 1145 ) each time you inquire of the status of your letter. For letters that cannot be served within the same day it is filed, you will receive an update through text messaging via your contact number within fifteen (15) calendar days. Our Contact numbers are 09121713889 (Talk & Text) / Globe – 09175010503 (Call Only) on Office days/hours only including noon break.

Very truly yours,

(Signature not needed)

The Community Environment and Natural Resources Officer

Received:

[Signature]  
Customer

pasungo attache sa  
CN no. 1145

m

**michelle tolentino**

to me

Hi Cenro,

May I follow-up status of the request.

Feb 21, 2023,  
2:35 PM (23  
hours ago)

pasungo attache sa  
CN no. 1145



**Michelle Tolentino**

Feb 21, 2023,  
2:35 PM (23  
hours ago)

to me

Hi Cenro,

May I follow-up status of the request.



February 16, 2023

Registry of Deeds  
El Nido, Palawan

Gentlemen :

This is to request a certified true copy of the following below :

1. Transfer Certificate of Title No. T-21042;
2. Original Certificate of Title No. E-17319
3. Cadastral Map pertaining to the above TCT;
4. Approved plan pertaining to the above TCT;

Authorized to process and receive the above request is the bearer, RICHEL M. TEJANO, whose specimen signature appears below.

Thank you.

Very truly yours,



GRACE F. FAVILA  
Registered Owner of TCT T-21042

Specimen Signature of  
RICHEL M. TEJANO

---



*Grace F. Favila*

*Grace F. Favila*

*Grace F. Favila*





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Department of Environment and Natural Resources  
**Region IV- MIMAROPA**  
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by National Highway, Poblacion, Taytay, Palawan. 5312  
Contact Nos./email add: 09121713889 (TNT)/ 09265059335 (TM)/[cenrotaytay@denr.gov.ph](mailto:cenrotaytay@denr.gov.ph)

February 22, 2023

**MEMORANDUM**

**FOR :** The Regional Executive Director  
DENR MIMAROPA  
1515 L&S Bldg., Roxas Blvd.,  
Ermita, Manila

**Attention Please :** Chief, Surveys and Mapping Division

**THRU :** The Provincial Environment and Natural  
Resources Office - Palawan

**FROM :** The Community Environment and Natural  
Resources Office – Taytay-El Nido, Palawan

**SUBJECT : REQUEST OF RICHEL TEJANO FOR CADASTRAL MAP OF  
LOT 1084, CAD 1037-D IN BARANGAY VILLA LIBERTAD, EL  
NIDO, PALAWAN**

**DENR PENRO  
PALAWAN RECORDS  
RECEIVED**

**BY:** *[Signature]*  
**DATE:** 03-06-2023 1932

Respectfully forwarding is the subject request of Richel Tejano (copy attached) for your level of action. Issuance of authenticated survey records is not included in DAO 2022-10. Given the fact that original survey records is in the care of the Regional Office, it is assumed that the authority is in the Chief, Surveys and Mapping Division.

Thank you.

**CONRADO M. CORPUZ**

**DENR CENRO  
TAYTAY, PALAWAN  
RELEASED**

**BY:** *[Signature]*  
**DATE:** FEB 23 2023 823



Republic of the Philippines  
Department of Environment and Natural Resources  
MIMAROPA Region  
**COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE**  
Taytay, Palawan

**DOCUMENT ACTION INFORMATION FORM**

Doc. Ref. No.: **2023-1145**

Date and Time received:

02/20/2023 11:14:34 AM

From: Richel Tezano

Document Type: Letters

Bgy. Kanlunan, Quezon City

Subject: Letter/Re: Request for Cadastral map/Approved Plan of lot no. 1084 at Bgy. Villa Libertad. El Nido, Pal.  
*Cal 107-D*

Attachment(s): No attachment(s)

Earmarked As:

Date: <u>2/20/23</u>	From: <u>Canyn</u>	To: <u>PPL</u>	
<b>Action Recommended/Required:</b> <input checked="" type="checkbox"/> For Action <input type="checkbox"/> For Approval <input type="checkbox"/> For Disbursement/ Payment <input type="checkbox"/> For Information, Record and File <input type="checkbox"/> For Indorsement to concerned Party(ies) <input type="checkbox"/> For Official Release <input type="checkbox"/> For Review/Recommendation <input type="checkbox"/> For Signature <input type="checkbox"/> Return to Payee/Sender <input type="checkbox"/> Others		<b>Processing Time:</b> <input type="checkbox"/> Urgent (w/in the day) <input type="checkbox"/> Priority (w/in 3 days) <input type="checkbox"/> Complex ____ w/in 7 days ____ w/in 20 days or shorter W/in ____ days or shorter	<b>Remarks:</b>     <b>Signature:</b>
Date: <u>2/20/23</u>	From: <u>El</u>	To: <u>deapds</u>	
<b>Action Recommended/Required:</b> <input checked="" type="checkbox"/> For Action <input type="checkbox"/> For Approval <input type="checkbox"/> For Disbursement/ Payment <input type="checkbox"/> For Information, Record and File <input type="checkbox"/> For Indorsement to concerned Party(ies) <input type="checkbox"/> For Official Release <input type="checkbox"/> For Review/Recommendation <input type="checkbox"/> For Signature <input type="checkbox"/> Return to Payee/Sender <input type="checkbox"/> Others		<b>Processing Time:</b> <input type="checkbox"/> Urgent (w/in the day) <input type="checkbox"/> Priority (w/in 3 days) <input type="checkbox"/> Complex ____ w/in 7 days ____ w/in 20 days or shorter W/in ____ days or shorter	<b>Remarks:</b> <u>LETTER REPLY ENDORSED TO RELAYAL OFFICE</u>  <b>Signature:</b>
Date:	From:	To:	
<b>Action Recommended/Required:</b> <input type="checkbox"/> For Action <input type="checkbox"/> For Approval <input type="checkbox"/> For Disbursement/ Payment <input type="checkbox"/> For Information, Record and File <input type="checkbox"/> For Indorsement to concerned Party(ies) <input type="checkbox"/> For Official Release <input type="checkbox"/> For Review/Recommendation <input type="checkbox"/> For Signature <input type="checkbox"/> Return to Payee/Sender <input type="checkbox"/> Others		<b>Processing Time:</b> <input type="checkbox"/> Urgent (w/in the day) <input type="checkbox"/> Priority (w/in 3 days) <input type="checkbox"/> Complex ____ w/in 7 days ____ w/in 20 days or shorter W/in ____ days or shorter	<b>Remarks:</b> <div style="border: 1px solid black; border-radius: 50%; padding: 10px; text-align: center;"><p>OFFICE OF THE CENRO, TAYTAY</p><p>RECEIVED: <u>2-21-2023</u></p><p>BY: <u>2</u></p><p>SN: <u>Memo to RO: letter to Tezano</u></p><p>RECORDS MGT. UNIT</p></div> <b>Signature:</b>

Printed on 02/20/2023 11:14:40AM Received at: OFFICE OF THE CENRO Received by: ALLADO, JEANETTE



Mailing address (Pahatirang sulat)

Date (Petsa)

The Community Environment and Natural Resources Officer  
Taytay-El Nido, Palawan

Sir,

I respectfully request for the following checked items re Lot T-21042 | 10 84  
*May paggalang po akong humihingi ng mga sumusunod na aytem ukol sa Lote*

in Barangay VILLA LIBERTAD, Municipality of EL NIDO, Palawan:  
*sa Barangay Bayan ng Palawan:*

1 ☐ Lot verification/classification status

*Kalagayang uri ng lupain*

2 ☐ Certified records

*Pinatunayang sipi ng talaan*

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*(Pinatunayang kabuuang sukat/ Nakatalang nag-aangkin/ kalagayan kung titulado o may aplikasyon nino?)*

4 ☐ Others (specify)

*Iba pa (linawin)*

CADASTRAL MAP/APPROVED PLAN

Attached for your reference is an updated certification of the concerned Punong Barangay.

*Lakip po dito ang Certification ng nakakasakop na Punong Barangay).*

This request is for the following purpose:

*Ang kahilingang ito ay kailangan sa layuning:*

FOR OFFICE GRACE FAVICA

Thank you (Salamat po).

Respectfully yours

RICHEL TEJANO

(Signature over printed name (Lagda sa taas ng inimprintang pangalan))

Contact Number 09778105321

(Please don't leave blank/ Hirwag iwanan na blangko)

Please Check:

Gender:

Age:

(☒) Male

(☐) 13-17 y.o

(☐) Female

(☐) 18-59 y.o

(☐) LGBTQI++

(☐) 60 above

(☐) Prefer not to say



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(Signature not needed)