

April 26, 2023

MEMORANDUM

TO

All CENROs

FROM

The Provincial Environment and

Natural Resources Officer

SUBJECT

ELECTRONIC MAIL DATED MARCH 23, 2023 RE:

LAMS-PLA PROCESS FLOW

Furnished for information and guidance is the electronic mail dated March 23, 2023 attached the memorandum of the OIC ARD for Technical Services directing to follow the attached LAMS PLA Process Flow in the full implementation of LAMS-PLA.

Accordingly, the subject process flow is per approved Citizen Charter.

Please for compliance.

Copy furnished

The OIC ARD for Technical Services
1515 DENR by the Bay Building, Roxas Blvd.,
Ermita, Manila

TSD RPS DRN 2023-2668 mmo

For the PENRO:

RONIE B. GANDEZA
OIC Chief, TSD/Office-In-Charge

DENR-PALAWAN PENRO-RECORDS RELEASED By

Data: 2 MAY 2023 CN 2-3-266



LAMS-PLA PROCESS FLOW

Thu, Mar 23, 2023 at 5:19 PM Surveys and Mapping MIMAROPA <smdmimaropa@gmail.com> To: "R4B PENRO Occ. Mindoro" <penroocc.mindoro@denr.gov.ph>, "R4B PENRO Or. Mindoro" <penroor.mindoro@denr.gov.ph>, R4B PENRO Marinduque <penromarinduque@denr.gov.ph>, R4B PENRO Romblon <penroromblon@denr.gov.ph>, R4B PENRO Palawan <penropalawan@denr.gov.ph>

Sir/Madam:

Please see attached advance copy of Memorandum dated March 20, 2023 for your ready reference. Kindly acknowledge upon receipt of this email.

Thank you

SURVEYS AND MAPPING DIVISION DENR MIMAROPA Region 1515 DENR By the Bay Bldg., Roxas Boulevard, Barangay 668, Ermita, Manila (02) 8248-3367/ 8249-3368 loc. 2713

DENR PENRL PALAWAN REGURDS

2 attachments

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MEMO-All PENROs-LAMS PLA.jpg 472K

LAMS PLA Flow Chart.jpg



Republic of the Philippines
Department of Environment and Natural Resources
MIMAROPA Region

MEMORANDUM

TO

ALL PENR OFFICERS

ALL CENR OFFICERS

FROM

THE ASSISTANT REGIONAL DIRECTOR

FOR TECHNICAL SERVICES

SUBJECT

PROCESS FLOW PER APPROVED CITIZEN CHARTER FOR THE IMPLEMENTATION OF LAND ADMINISTRATION AND MANAGEMENT SYSTEM-PUBLIC LAND APPLICATION (LAMSPLA) IN THE PROVINCIAL ENVIRONMENT AND NATURAL RESOURCES OFFICE (PENRO) AND COMMUNITY ENVIRONMENT AND NATURAL RESOURCES OFFICE (CENRO)

DATE

: NAR 20281

This pertains to the implementation of Land Administration and Management System-Public Land Application (LAMS-PLA) at all PENR and CENR Offices.

Please be informed that you are hereby directed to follow the process flow per approved Citizens Charter (copy attached) for the full implementation of LAMS-PLA.

FOR STRICT COMPLIANCE.

MAXIMO C. LANDRITO

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SMD/SEG/03-10-2023

1515 DENR By the Bay Building, Roxas Boulevard, Barangay 668, Ermita, Manila DENR VOIP (02) 8248-3367/8249-3367 loc: 2701 Website: http://mimaropa.denr.gov.ph/ Email. mimaroparegion@denr.gov.ph

FLOW CHART OF PUBLIC LAND APPLICATION UNDER LAMS

FOR SUPERVISING PENRO

provide pending letter to Payment. (If there is Preliminary Verification, the applicant). lacking document/s, and Prepare order of Acceptance of Application Front Desk

Application Submit Duly Applicant Form with Accomplish

includes Lot Certificate

from LRA

supporting

documents

Staff CENRO Records Unit

and forward the applica-Scan and upload applicain the application form, number, amount paid, assign PLA No. and date tion to Chief, RPS supporting tion together with the documents

Accept OR, indicate OR

Chief RPS

investigation Land Management

Review application. Assign (DPLI) for inspection/ Inspector (LMI)/ Deputized Public Land Inspector

Alienable and Disposable Certification (LC Confirmation)

Posting of Notices in the Barangay where the property is situated. Prepare posting of notices at the barangay, municipal, or provincial hall

Hall.

the Barangay fifteen (15) days after Get the signed proof of posting from

mit investigation report, with geo-tag ing applied for. Prepare, sign and sub-Conduct investigation on the land bephoto on the land being applied and posting.

forward to LMO L

LMO/CARTO

Geodetic Engineer

Screen the carpeta and pre-pare V37/certified lot data computation, Order of Award, and Judicial Form,

Technical correctness

of

Verify and certify

the Lot

Engineer forward to Geodetic

Review and initial file Endorsement to PENRO copy of Patent and Sign A

Chief RPS

CENRO Officer

CENRO for recommendacarpeta and forward to Do final screening of

Chief TSD

for approval of application and issuance of Patent. and forward to PENRO cate copy of Judicial Form, Final review of carpeta, Affix Signature for dupli-

Chief RPS

Receive and Review Carpeta and forward Chief TSD ಕ

Staff PENRO Records Unit

Receive Carpeta and forward to Chief RPS

Transmit

Staff CENRO Records

carpeta to

PENRO

FOR IMPLEMENTING PENRO

PENRO Officer and Staff

for Numbering Review and sign order of Forward to PENRO record approval and free patent. -

PENRO Officer and Staff

Sign transmittal letter and forward to PENRO records for transmittal to-Registry of Deeds.(ROD).

-different

Staff PENRO Records Unit

Assign Patent Number/Indexing, Prepare Transmittal letter and forward to PENRO for signature

Spanie A

Staff PENRO Records Unit

Patent and transmittal letter. Upload to ROD, and copy furnish the client. System (LAMS). Transmit documents to Scan the order of Approval, signed Free Land Administration and Management