SIGNING AND APPROVING AUTHORITY OF LAND PATENTS AT THE REGIONAL/PROVINCIAL LEVELS

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Pursuant to DENR Administrative Order No. 98-24 on the DENR Manual of Approvals and to further promote efficiency in public land dispositions the signing authority of the Regional Executive Directors (REDs), Provincial and Community Environment and Natural Resources Officers PENROs/CENROs) are hereby reaffirmed as follows:

ACTIVITY/LIMITS OF AUTHORITY

APPROVING AUTHORITY

1.

Homestead and Free Patents

- Up to 6 hectares (ha)

- PENRO

- More than 5 ha to 10 ha

- RED

2.

For Sales

- Up to 1,000 square meters (sq m)

- PENRO

- More than 1,000 sq m to 5 ha

- RED

3.

Insular Government Property Sales Application (IGPSA)/Government Sales Application (GSA)

-Up to 3 ha

-RED

The RED of NCR shall likewise approve/sign Miscellaneous Sales Patents over public lands and Deed of Sale of Patrimonial Properties covered by Presidential Proclamations and in isolated areas within Metro Manila.

All patents and other Public Land Applications (PLAs) with an area exceeding the limits of the regional/field offices as authorized herein, shall be approved/signed by the Secretary. The signing authority of all other

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applications, orders and documents relative to the processing and issuance of PLAs not mentioned in this Order shall remain, except for the appraisal which shall coincide with the levels of authority as provided herein.

To facilitate/ensure the strict compliance with the requirements of all existing laws, rules and regulations pertaining to land disposition, the Regional Offices shall conduct quarterly random review on the quality of patents being processed/issued by the regional/field offices. They are likewise directed to submit quarterly compliance report, including the duplicate copy of the transmittal letter duly received by the concerned Registry of Deeds (RODs) to the Central Office, thru the USEC for Field Operations, attention: Planning Service, copy furnished the DENR-CARP National Secretariat.

All pending documents currently with the Central Office shall continue to be processed and signed by the Secretary. Henceforth, all Regional Offices must refrain from forwarding to the Central Office all documents covered by their signing limits.

A nationwide information and education campaign shall be conducted by the Regional Offices and the DENR-CARP National Secretariat to inform all clientele about the provisions of this Order.

This Order takes effect immediately and revokes/supersedes all other issuances, orders and instructions inconsistent herewith.

Adopted: 03 June 2003

(SGD.) ELISEA G. GOZUN
Secretary

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