



REPUBLIKA NG PILIPINAS  
KAGAWARAN NG KATARUNGAN  
PANGASIWAAN SA PATALAAN NG LUPAIN  
(LAND REGISTRATION AUTHORITY)  
East Avenue cor. NIA Road  
Quezon City



LRA Circular No.: 11 - 2021

**SUBJECT: IMPLEMENTING GUIDELINES ON THE USE OF THE PHILIPPINES PERSONAL PROPERTY SECURITY REGISTRY ("PPSR") FOR THE CREATION OF USER ACCOUNTS TO ACCESS THE PPSR**

**WHEREAS**, the Land Registration Authority ("LRA") is a government agency under the Department of Justice ("DOJ") mandated by law to preserve the integrity of the land registration process, protect the sanctity of the Torrens System, and act as a central repository of records relative to original registration of land titled under the Torrens System, including subdivision and consolidation plans of titled lands and, through its Registry of Deeds ("RD") Offices nationwide, be the repository of records of instruments affecting registered and unregistered lands and chattel mortgages in the province and the city wherein such office is situated;

**WHEREAS**, to support its mandate, LRA is currently implementing the Land Titling Computerization Project ("LTCP") which seeks, among others, to maintain online information on titles that is current, complete and accurate; maintain the security and integrity of records by safeguarding these from tampering or destruction and deter substitution or insertion of questionable data; ensure the integrity of the land titling registration system by moving from a largely paper-based to a largely paperless system; protect land titles from loss due to fire, theft, natural disasters and the normal ravages of time; and, implement more reliable and predictable land registration procedures;

**WHEREAS**, Republic Act 11057, otherwise known as the Personal Property Security Act ("PPSA"), signed on August 17, 2018, was enacted to strengthen the secured transactions framework in the Philippines, and provide for the creation, perfection, determination of priority and enforcement of security interests in personal properties;

**WHEREAS**, pursuant to the PPSA and its Implementing Rules and Regulations (the "PPSA IRR"), LRA shall establish and administer an Electronic Registry, which shall provide an electronic means for registration and searching of notices;

**WHEREAS**, LRA caused, through the LTCP, the design, development, testing and implementation of the PPSA Electronic Registry (i.e., the "Philippines Personal Property Security Registry" or the "PPSR" or "the Registry"), which shall be accessible to LRA Clients online or over the public internet;

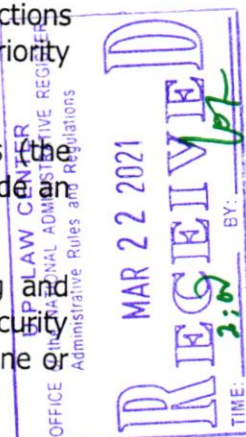
**WHEREAS**, all transactions, deeds and instruments affecting personal property, are currently recorded in the LRA's Registries of Deeds Chattel Mortgage Registries, pursuant to Act No. 1508, entitled "An Act providing for the Mortgaging of Personal Property and for the Registration of the Mortgages so Executed";

**WHEREAS**, to ensure the seamless transition from the existing Chattel Mortgage Registries, which were established and maintained by LRA in its various Registries of Deeds, LRA shall initially allow its Clients to register and secure User Accounts to the PPSR;

**WHEREFORE**, in consideration of the foregoing premises, this Authority shall allow the registration of User Accounts in the PPSR, as follows:

**Article I  
Coverage and Objective**

Sec. 1.1. This Circular shall provide the general rules and features for the creation of User Accounts in the PPSR.



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*[Signature]*  
NORILYN T. TOMAS  
Chief, Central Records Section



Sec. 1.2. This Circular shall also cover the guidelines and procedures for account registration and management for Individual Users and Juridical Entity.

**Article II  
Responsibility for and Acceptable Use of User Accounts and the PPSR**

- Sec. 2.1. LRA Clients shall be solely responsible for the use and management of their User Accounts.
- Sec. 2.2. LRA Clients shall provide only factual information as required by LRA through the PPSR.
- Sec. 2.3. Protection of User Accounts and the use of "strong passwords" shall be the responsibility of the User Account owner.
- Sec. 2.4. Acceptable Use -
  - a. LRA Clients shall only use the PPSR and their User Accounts for valid and lawful purposes, and shall not use the same for unauthorized and illegal activities, such as but not limited to:
    - 1) Phishing or engaging in identity theft;
    - 2) Distributing computer viruses, worms, trojan horses or other malicious code;
    - 3) Distributing pornography;
    - 4) Promoting or facilitating violence or terrorist activities; or,
    - 5) Infringing the intellectual property or other proprietary rights of others.
  - b. With the creation and use of the User Accounts, LRA Clients agree to comply with all applicable laws, rules, and regulations in connection with the use of the PPSR.
  - c. LRA may suspend a User Account, with or without notice, should the Agency determine that this User Account or the Account Owner violated any of the Agency's policies.
  - d. With respect to the PPSR, LRA reserves the right to change the Policies, Standards, Guidelines and Procedures at any given time.
- Sec. 2.5. LRA shall ensure that the relevant provisions under Chapter III of Republic Act 10173, otherwise known as the Data Privacy Act of 2012, are complied with.

**Article III  
General Rules and Features of the Registry for User Account Management**

- Sec. 3.1. The LRA shall establish and administer the centralized, nationwide Registry, as provided in Section 26 of the PPSA and Section 5.01 of the PPSA IRR.
- Sec. 3.2. The Registry may be accessed through [www.philppsr.lra.gov.ph](http://www.philppsr.lra.gov.ph), and shall be made available for the registration of User Accounts to access starting on March 25, 2021.
- Sec. 3.3. Clients shall be able to obtain their Individual User Accounts through self-service registration, which shall not require any payment.
- Sec. 3.4. Users shall be able to reset their passwords by providing their registered username in the self-service forgot password page of the Registry.

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- Sec. 3.5. The following rules and procedures shall be observed to access the Registry:
- a. Electronic access to the Registry shall be available on a twenty-four by seven (24 x 7) basis.
  - b. Notwithstanding Section 3.5 Item (a):
    - 1) The Registry may suspend access to its service in whole or in part for a period of time that is as short as practicable; and,
    - 2) Notification of the suspension and its expected duration shall be published on the Registry's website in advance.

**Article IV**  
**Procedure for the Creation of User Account**

- Sec. 4.1. The Registry shall be accessible to the LRA Clients through the public internet.
- Sec. 4.2. LRA Clients shall create individual and unique User Account IDs, which shall be activated once the User Account registration process is completed.
- Sec. 4.3. LRA shall have specific LRA User Accounts to administer and manage the PPSR. Meanwhile, LRA Clients may have any of the following types of User Accounts:
- a. Individual User Account; or,
  - b. Juridical Entity User Account.
- Sec. 4.4. The following rules and procedures shall be observed for User Account registration of an Individual User:
- a. Individual Users shall be able to create and register their Accounts online through the PPSR, which shall not require any further approval from LRA; and,
  - b. Users shall take all necessary measures to safeguard their User Accounts from unauthorized use or misuse. User Accounts shall not be lent out for use by other persons.
- Sec. 4.5. The following rules and procedures shall be observed for User Account registration of a Juridical Entity:
- a. Users representing a Juridical Entity shall be able to register their Accounts through the following options:
    - 1) Self-Service Online Mode, which shall be done through the PPSR; or,
    - 2) LRA-Assisted Offline Mode, which shall be done by requesting through the designated LRA Officer.
  - b. In the event that a Juridical Entity shall need to create multiple user accounts for their affiliates, subsidiaries, or branch offices, an authorized representative from the parent entity shall need to coordinate with the LRA for the creation of their Juridical Entity Account.
  - c. The Juridical Entity representative who is applying to register an account shall provide the following:
    - 1) Juridical User Details which shall include the representative's identification ("ID") type and number, mobile number and email address.
    - 2) Juridical Entity Details which shall include its company name, which was registered in their most recent Articles of Incorporation, and its company

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registration number.

- d. The detailed procedure for Juridical Entities to request for the creation of User Accounts through the LRA-assisted Offline Mode shall be provided by LRA to the requesting Juridical Entities.
- e. Users shall take all necessary measures to safeguard their User Accounts from unauthorized use or misuse. User Accounts shall not be lent out for use by other persons.

Sec. 4.6. In the event that a User Account is compromised, and the information contained therein was used, altered, or damaged by any unauthorized party for any reason, the LRA shall take necessary action subject to a court order.

**ARTICLE V  
Use of the PPSR for Notice Registration**

Sec. 5.1. The LRA shall subsequently issue the necessary instructions and guidance to the general public for the use of the PPSR for the registration of Notices and use of the Search services of the PPSR; and, the closing of all Chattel Mortgage Registries for new registrations, and other transactions involving personal and movable properties, in the Registries of Deeds nationwide.

Sec. 5.2. For clarity, the operationalization of the PPSR with respect to User Account creation shall not mean that the Registry has been fully established and operational, as contemplated in Sec. 55 item d of the PPSA, nor does this mean that the PPSR is now fully implemented as provided in Section 8.3 item a (ii) and 10.03 of the PPSA IRR.

**ARTICLE VI  
Common Provisions**

Sec. 6.1. If any provision of this Circular, or any application thereof, is declared invalid or unconstitutional, the other provisions not affected thereby shall remain valid and subsisting.

Sec. 6.2. LRA shall publish updates and amendments to this Circular as may be required.

Sec. 6.3. This Circular shall take effect immediately after its publication in a newspaper of general circulation, the filing of three (3) copies hereof with the University of the Philippines Law Center, and the official declaration of the LRA that the PPSR is operational with respect to User Account Creation, unless it is otherwise provided.

Issued MAR 15 2021, Quezon City, Philippines.

  
**RENATO D. BERMEJO**  
Administrator





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**NORILYN T. TOMAS**  
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