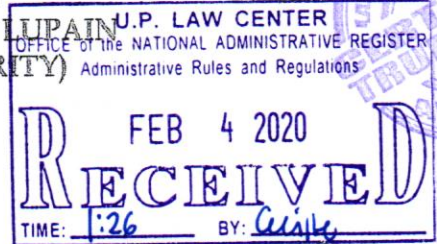




REPUBLIKA NG PILIPINAS
KAGAWARAN NG KATARUNGAN
PANGASIWAAN SA PATALAAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)
East Avenue cor. NIA Road
Quezon City



LRA Circular No.: 02 - 2020

SUBJECT: CONFIRMATION OF ENCODED TITLE INFORMATION THROUGH THE TRANSACTION PREVIEW NOTICE ("TPN")

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 the 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 has substantially implemented in its Registries of Deeds nationwide the Land Titling Computerization Project ("LTCP" or the "Project"), which seeks among others, to maintain on-line 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 loss due to fire, theft, natural disaster and the normal ravages of time; and implement more reliable and predictable land registration procedures;

WHEREAS, the LTCP involves, among others, the supply of IT products and services, training of end-users, conversion of titles and documents from physical to digital format, nationwide interconnection, rehabilitation and construction of IT-enabled government offices, and the development of customized applications systems;

WHEREAS, in the implementation of the LTCP, and even with the use of the LRA Computerized System delivered through the Project (the "System"), it has been noted that incorrect Title Information (e.g., name of the Registered Owner, marital status of the Registered Owner, technical description, title status, etc.), may, at times, be inadvertently entered by the System User ("User Error") on the issued title;

WHEREAS, the Transaction Preview Notice ("TPN") was introduced to help reduce User Errors by allowing the LRA clients to check and verify the encoded title details (i.e., the New Owner Information, Notarial/Consular Details, Technical Description or Condominium Information, and Title History Information) to ensure the accuracy of the information captured by LRA System Users, which shall be reflected on the Newly-Generated Title and/or annotation, as the case may be.

WHEREAS, the various Registries of Deeds have been mandated by this Authority to ensure that clients verify the encoded title details and affix their signature on the TPN once the details are confirmed to be correct, as provided in LRA Memorandum dated October 15, 2018, with subject: "Review and Confirmation of Encoded Title Details in the Transaction Preview Notice";

WHEREAS, despite the implementation of the TPN since October 2018, User Errors have still occurred, and instances were observed wherein TPNs were left unsigned;



PROJECT MANAGEMENT OFFICE LIBRARY
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CERTIFIED TRUE COPY:
By 02/03/2020
NORILYN T. TOMAS
Chief, Central Records Section



WHEREFORE, in consideration of the foregoing premises, the transacting public is hereby informed that the signing of the TPN, which shall signify confirmation that the encoded details are correct, shall be mandatory for the processing of entered transactions. The following instructions are hereby issued:

1. The Entry Clerk shall remind the Client to proofread the TPN and submit possible correction(s) within two (2) days from receipt of the TPN. Once the entries are confirmed to be correct, the Client shall sign the TPN.
2. The Signed TPN shall be a mandatory supporting document for all transactions under the Registered Land and Unregistered Land Book Types. Thus, the Designated Cashier of the Registry of Deeds shall check if the TPN, which is attached to the Assessment Form and Payment Order ("AFPO"), has been signed by the Client, before accepting payment for the transaction.
3. Further, the Examiner of the Registry shall check that the TPN is indeed signed before recommending the approval of the transaction.
4. The Signed TPN shall be uploaded into the System, so that it may be used for future validation.
5. In case the registration is approved by the Head of the Registry and the Title has been released, any subsequent correction(s) may require approval of the appropriate court.

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. All orders, guidelines, circulars, rules and regulations inconsistent herewith are hereby repealed or amended accordingly.

This Circular shall take effect fifteen (15) days after its publication in a newspaper of general circulation, and the filing of (3) copies hereof with the University of the Philippines Law Center.

Issued JAN 29 2020, Quezon City, Philippines.

RENATO D. BERMEJO

Administrator

CERTIFIED TRUE COPY:

02/03/2020
NORILYN T. TOMAS

Chief, Central Records Section



Republic of the Philippines
UNIVERSITY OF THE PHILIPPINES DILIMAN

Diliman, Quezon City
 TIN - 000-864-006-002



OFFICIAL RECEIPT

No. **UPD- 3869337**

DATE: *2-4-2020*

PAYOR

LRA

PARTICULARS

AMOUNT

shaving fee 1 piece

P *20 -*

20 -

AMOUNT IN WORDS:


TOTAL → P

Twenty piece only

mc

MODE OF PAYMENT

CHECK/PMO CASH

Received the amount stated above. 

MARILYN N. CELLOVA
 Special Collecting Officer
 U.P. Law Complex
CASHIER

Drawee Bank/Location _____

Check No.: _____ Date: _____

ORIGINAL (Payee)

Note: Write the number and date of this receipt on the back of check or money order received.