



Republic of the Philippines
Department of Education
 REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

March 11, 2024

DIVISIONAL MEMORANDUM
 No. 093, s. 2024

RECONSTITUTION OF COMMITTEE ON ANTI-RED TAPE (CART)

TO : Assistant Schools Division Superintendent
 Chief Education Supervisors, CID and SGOD
 Public Elementary and Secondary School Heads
 Division Office Personnel
 This Division

1. Pursuant to Memorandum DM-OUHROD-2024-0268 "Composition of the DepEd Committee on Anti-Red Tape (CART)", the CART of this Office is hereby reconstituted, as follows:

Chairperson: **NIMFA R. LAGO, Ph.D., CESO VI**
 OIC – Schools Division Superintendent

Co-Chair: **DIONESIO L. LIWAGON, JR., CESE**
 OIC – Assistant Schools Division Superintendent

Members:

SUSAN EPIFANIA B. CARPIO, Chief ES (SGOD)
ANACLETA A. GACASAN, Chief ES (CID)
ATTY. VINCENT SHELDON A. ZABALA, Attorney III
REGIE A. CATEDRAL, IT Officer
MARICEL D. AVILA, Accountant III
DOROTHY JOY B. YTING, Administrative Officer V (Admin)
IVY J. CABUAL, Administrative Officer V (Budget)
ADDA LIZA J. SAQUIN, Administrative Officer IV (Personnel)
VICTORIO C. MARIGOMEN JR., Administrative Officer IV (Supply)
ELSIE E. OSTIA, Administrative Officer IV (Records)

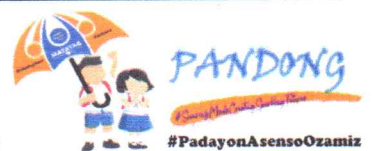
Secretariat: **JOEL T. ACLAO**, Public Schools District Supervisor
MARY JOY D. DOROMAL, Senior Education Program Specialist

2. All public elementary and secondary schools shall establish its CART with the composition stated in the Memorandum, which shall be composed of the following:

Chairperson	School Head
Members (at least one each)	Teacher designate
	Non-teaching Personnel



Address: IBJT Compound, Carangan, Ozamiz City
 Telephone No: (088) 545-09-88
 Telefax: (088) 545-09-90
 Email Address: ozamiz.city@deped.gov.ph





Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

3. The DepEd CART shall be responsible for the implementation of the Republic Act No. 11032, otherwise known as the “Ease of Doing Business and Efficient Government Service Delivery Act of 2018” especially the following:

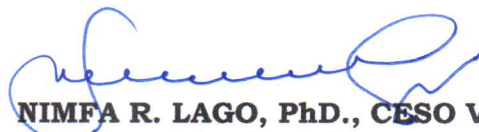
- Reengineering of Systems and Procedures
 - Streamlining and digitization
 - Whole-of-Government Approach
 - Regulatory Management System and Regulatory Impact Assessment
- Registration of new regulations and issuances
- Citizen’s Charter
- Zero Contact Policy
- Adoption of working schedules to serve clients
- Identification Card
- Public Assistance and Complaints Desk
- Client feedback mechanism and satisfaction measurement
- Knowledge transfer of ARTA-related trainings
- Dissemination of ARTA information, education, and communication materials for public consumption

Additionally, the responsibilities of DepEd CART within the Department are the following:

- a. coordinate with the ARTA and other stakeholders for RA 11032 – related updates and concerns;
- b. lead and allocate funding for RA 11032-related programs, projects, and activities (PPAs)
- c. enlist awareness and support on RA 11032 through information dissemination; and
- d. provide technical assistance on RA 11032-related matters.

4. The duly signed PDF file of school CART composition shall be uploaded to the link <https://bitly.ws/3fBfv> not later than **March 15, 2024**.

5. Immediate dissemination and strict compliance of this Memorandum is desired.


NIMFA R. LAGO, PhD., CESO VI
Assistant Schools Division Superintendent
OIC – Office of the Schools Division Superintendent

Encl: As stated
To be indicated in the Perpetual Index
Under the following subjects:
Committee Anti-Red Tape



Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
Telefax: (088) 545-09-90
Email Address: ozamiz.city@deped.gov.ph





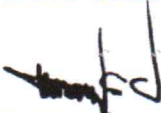
Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-0268

TO : **Undersecretaries**
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
All others concerned

FROM :  **WILFREDO E. CABRAL**
Regional Director
Officer-in-Charge, Office of the Undersecretary
Human Resource and Organizational Development
Vice Chairperson, DepEd Committee on Anti-Red Tape

SUBJECT : **COMPOSITION OF THE DEPED COMMITTEE ON ANTI-RED TAPE (CART)**

DATE : 19 February 2024

In compliance with Republic Act (RA) No. 11032 or the *Ease of Doing Business and Efficient Government Service Delivery Act of 2018* and Memorandum Circular No. 2023-08 titled *Amendment on Certain Provisions of Anti-Red Tape Authority (ARTA) Memorandum Circular (MC) No. 2020-07 dated 30 September 2020, Pertaining to the Guidelines on the Designation of a Committee on Anti-Red Tape (CART)*, this Order is being issued to reiterate the **Composition of the DepEd Committee on Anti-Red Tape or the DepEd CART**, as previously issued under OO-OSEC-2022-108:

Chairperson:	Secretary of Education (or her designated representative)
Vice Chairperson:	Execom in-charge of Human Resource and Organizational Development
Members:	1. Execom in-charge of Operations and one (1) technical staff 2. Execom in-charge of Administration and one (1) technical staff

	<p>3. Member-units as represented by a Director, one Chief, and at least one technical staff:</p> <ul style="list-style-type: none"> • Administrative Service (AS) • Information and Communication Technology Service (ICTS) • Legal Service (LS) • Planning Service (PS) • Public Affairs Service (PAS) <p>4. From each CO unit – two (2) representatives each</p>
--	--

Field offices and schools are likewise reminded to have a **DepEd Sub-CART** in place, composed of the following:

	Regional Office	Schools Division Office	School
Chairperson	Regional Director	Schools Division Superintendent	School Head
Members*	At least one representative each: <ul style="list-style-type: none"> • Administrative Division • ICT Unit • Legal Unit • Public Affairs Unit 	At least one representative each: <ul style="list-style-type: none"> • Administrative Service • ICT • Legal • Schools Governance and Operations Division 	At least one (1) each: <ul style="list-style-type: none"> • Teacher-designate • Non-teaching personnel

**Personnel from other functional units may also be invited as Members of the CART, e.g. Regional and Division Public Assistance Coordinators (RPAC/DPAC).*

The CART emphasizes the role of government agencies and the accountability of agency heads to reduce bureaucratic red tape and corruption. Based on the Law, the CART shall be responsible for the implementation of RA 11032, especially the following:

- Reengineering of Systems and Procedures
 - Streamlining and digitization
 - ~~Whole-of-Government Approach~~
 - Regulatory Management System and Regulatory Impact Assessment
- Registration of new regulations and issuances
- Citizen's Charter
- Zero Contact Policy
- Adoption of working schedules to serve clients
- Identification Card
- Public Assistance and Complaints Desk
- Client feedback mechanism and satisfaction measurement
- Knowledge transfer of ARTA-related trainings
- Dissemination of ARTA information, education, and communication materials for public consumption

The functions, duties, and responsibilities of the DepEd CART are stated in detail in ARTA MC 2023-08, which can be accessed from <https://arta.gov.ph/wp-content/uploads/2023/12/MC-2023-08.pdf>.

Additionally, the responsibilities of DepEd CART within the Department are the following:

- a. coordinate with the ARTA and other stakeholders for RA 11032-related updates and concerns;
- b. lead and allocate funding for RA 11032-related programs, projects, and activities (PPAs);
- c. enlist awareness and support on RA 11032 through information dissemination; and
- d. provide technical assistance on RA 11032-related matters.

The DepEd CART shall be supported by a Secretariat, lodged at the Bureau of Human Resource and Organizational Development-Organization Effectiveness Division (BHROD-OED), which shall:

- a. provide administrative assistance to the DepEd CART, as needed;
- b. manage the communication channels and database of RA 11032 documents; and
- c. monitor the status of compliance with RA 11032 requirements.

For more information, contact the DepEd CART Secretariat at citizenscharter@deped.gov.ph or (02) 8633-5375.

Copy furnished:

OFFICE OF THE SECRETARY



ORGANIZATION EFFECTIVENESS DIVISION

Tei No.: (02) 8 633-5375

Department of Education

DepEd Complex, Meralco Ave., Pasig City, Metro Manila

www.deped.gov.ph



Republic of the Philippines
Department of Education

21 DEC 2022

OFFICE ORDER
OO-OSEC-2022-108

RECONSTITUTION OF DEPED COMMITTEE ON ANTI-RED TAPE

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Division Chiefs
All Others Concerned

1. In compliance with Republic Act (RA) No. 11032 or the **Ease of Doing Business and Efficient Government Service Delivery Act of 2018** and Memorandum Circular No. 2020-07 or the **Guidelines on the Designation of the Committee on Anti-Red Tape (CART)** issued by the Anti-Red Tape Authority (ARTA) in July 2019, the Department of Education (DepEd) formed the CART in the Central Office (CO) with counterparts in the regional offices (ROs), schools division offices (SDOs), and schools through the following issuances:

Date of Issuance	Issuance No.	Title	Content
October 19, 2020	DM-PHROD-2020-00364	Implementation of EODB-EGSD and Updating of DepEd Citizen's Charter (CC) in compliance with PBB Requirements for Fiscal Year (FY) 2020	<ul style="list-style-type: none">• Updating of the DepEd CC FY 2020• Streamlining and Process Improvement of Critical Services• Designation of Focal Persons for RA 11032 Implementation
June 4, 2021	N/A	Submission of List of DepEd CART to ARTA	<ul style="list-style-type: none">• Names and contact details of DepEd CART
June 7, 2021	OM-PHROD-2021-0449	Designation of Anti-Red Tape Focal Persons and Online Orientation on RA 11032 for the DepEd Central Office	<ul style="list-style-type: none">• Registration of CART in the DepEd Central Office• Invitation to the orientation
July 1, 2021	DM-PHROD-2021-0539	RA11032 Implementation Workshop for the DepEd Regional and Schools Division Offices	<ul style="list-style-type: none">• Online registration of CART in ROs and SDOs• Invitation to the workshop
September 28, 2021	DM-HROD-2021-0242	Updating the DepEd Citizen's Charter for FY 2021	<ul style="list-style-type: none">• Designation of ART Focal Persons and DepEd CC FY 2021 Technical Working Group• Online registration of CART in schools• Call for feedback on the DepEd CC 2020• Call for submissions of Charter and streamlining initiatives from field offices and schools

2. The creation of CART emphasizes the role of government agencies and the accountability of agency heads to reduce bureaucratic red tape and corruption. In DepEd, the CART led the annual alignment, update, and implementation of the Citizen's Charter, Client/Citizen Satisfaction Survey, and capacity-building activities on RA 11032, and fulfilled other regulatory requirements of ARTA.

3. Due to the change in administration and in the exigency of service, the DepEd CART is reconstituted as follows:

Chairperson:	Secretary of Education (or her designated representative)
Vice Chairperson:	Executive Committee (EXECOM) in-charge of Human Resource and Organizational Development
Members:	<ol style="list-style-type: none"> 1. EXECOM in-charge of Governance and Field Operations and one technical staff 2. EXECOM in-charge of Administration and one technical staff 3. Member-units as represented by a Director, one Chief, and at least one technical staff: <ul style="list-style-type: none"> • Administrative Service (AS) • Information and Communication Technology Service (ICTS) • Legal Service (LS) • Planning Service (PS) • Public Affairs Service (PAS) 4. From each CO unit - two representatives each

4. Based on the Law, the CART shall be responsible for the implementation of RA 11032, especially the execution of the following:

- a. Reengineering of Systems and Procedures;
- b. Registration of new regulations and issuances;
- c. Citizen's Charter;
- d. Zero Contact Policy;
- e. Adoption of working schedules to serve clients;
- f. Identification Card;
- g. Public Assistance and Complaints Desk;
- h. Client feedback mechanism and satisfaction measurement;
- i. Knowledge transfer of ARTA-related trainings; and
- j. Dissemination of ARTA information, education, and communication materials for public consumption

5. As a member of the DepEd CART, the EXECOM in-charge of Governance and Field Operations shall ensure that DepEd-initiated RA 11032 issuances and initiatives are communicated and implemented in the ROs, SDOs, and schools.

6. The DepEd CART shall be supported by a Secretariat, lodged at the Bureau of Human Resource and Organizational Development-Organization Effectiveness Division (BHROD-OED), which shall:

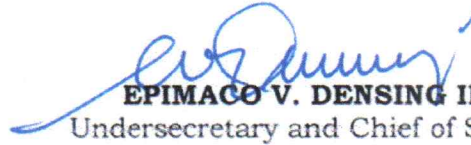
- a. provide administrative assistance to the DepEd CART, as needed;
- b. manage the communication channels and database of RA 11032 documents; and
- c. monitor the status of compliance with RA 11032 requirements.

7. All other Orders, issuances, rules, and regulations which are inconsistent with the provisions of this Order are repealed accordingly. A DepEd Order shall be issued to detail the designation and accountabilities of the CART, including those in the field offices and schools, as well as other pertinent matters on RA 11032.

8. For more information, please contact the **Bureau of Human Resource and Organizational Development-Organization Effectiveness Division** through email at citizenscharter@deped.gov.ph or at telephone number (02) 8633-5375.

9. Immediate dissemination of this Order is directed.

By Authority of the Secretary:


EPIMACO V. DENING III
Undersecretary and Chief of Staff

JDMC, APA, MPC, OO Reconstitution of DepEd Committee on Anti-Red Tape (CART)
0400 - December 13, 2022



To authenticate this document,
please scan the QR code



OO-OSEC- 478968