



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ
Banica, Roxas City

March 6, 2024

DIVISION MEMORANDUM

No. 154, s. 2024


COMPOSITION OF THE SDO COMMITTEE IN ANTI-RED TAPE (CART)

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Program Supervisors, SGOD & CID
Public Schools District Supervisors
Heads of Public Elementary, Secondary and Integrated Schools
All Others Concerned

1. Pursuant to **Memorandum DM-OUHROD-2024-0268** titled **Composition of the DepEd Committee in Anti-Red Tape (CART)**, this office hereby comprises the Division CART effective immediately as follow:

Designation	Name	Position
Chairperson	MIGUEL MAC D. APOSIN EdD, CESO V	Schools Division Superintendent
Members	KENNETH D. ANOCHE	OIC, Office of the Administrative Officer V
	EMMANUEL V. LATI	Information Technology Officer I
	ATTY. JOSEPH A. ITURRALDE	Attorney III
	EDNA B. AZCARRAGA, PhD	Education Program Supervisor OIC, Office of the Chief Education Supervisor-SGOD

2. Immediate dissemination of this Memorandum is desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

Enclosure: As stated

Reference: As stated

To be indicated in the Perpetual Index
Under the following subjects

COMMITTEE

ARTA



Address: Banica, Roxas City, 5800
Contact Number: (036) 651-8454
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>

osds/admin



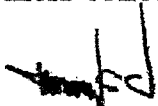
Republika ng Pilipinas

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



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	<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>
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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



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-PHRD-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-PHRD-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-PHRD-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 (BHRD-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-Rad Test (CART)
0400 - December 13, 2022



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OO-OSEC- 478668