



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

52-2024-2563

Office of the Schools Division
Superintendent

APR 04 2024

MEMORANDUM

COMPOSITION OF SDO MUNTINLUPA COMMITTEE ON ANTI-RED TAPE (CART)

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads/OICs
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. 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), and *Memorandum DM-OUHROD-2024-0268*, this Office hereby creates the SDO Muntinlupa Committee on Anti-Red Tape (CART)

2. Thus, the CART is composed of the following:

Chairman: Evangeline P. Ladines, CESO V
Schools Division Superintendent

Members: Lourdes V. Rodilla
AO IV / Records Officer

May L. Borjal
Information Technology Officer I

Atty. Erness Faith J. Regacho-Espanto
Attorney III

Dr. Zoren P. Gubalane
SEPS, Monitoring and Evaluation

3. Likewise, all Public Schools are hereby directed to have a school-based CART in place, following the advised composition in the attached Memorandum.

115

UN-2024-115

115



Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City

(02) 8805 - 9935, (02) 8805 - 9940

sdo.muntinlupa@gmail.com



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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

4. 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>.
5. Immediate and wide dissemination of this Memorandum is desired.

EVANGELINE P. LADINES CESO V
Schools Division Superintendent

Enclosure: As stated

References: None

To be indicated in the Perpetual Index under the following subjects:

COMMITTEE

EFJRE / **COMPOSITION OF SDO MUNTINLUPA COMMITTEE ON ANTI-RED TAPE (CART)**

115 April 1, 2024

UN-2024-115



Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
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Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-0543

TO : Undersecretaries
Assistant Secretaries
Bureau/Service Directors
Regional Directors
Schools Division Superintendents
Members, DepEd CART and Sub-CART
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 : **FY 2024 ORIENTATION ON THE IMPLEMENTATION OF RA 11032 IN THE DEPARTMENT OF EDUCATION**

DATE : 20 March 2024

Since the enactment of Republic Act (RA) No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018, the Department of Education (DepEd) has consistently complied with requirements of the Law, such as the Citizen's Charter, Client Satisfaction Measurement (CSM), Zero Backlog Program, Report Card Survey (RCS) 2.0, and Committee on Anti-Red Tape (CART).

This year, to strengthen compliance with the Law, the Office of the Undersecretary for Human Resource and Organizational Development invites all concerned to the **FY 2024 Orientation on the Implementation of RA 11032 in the Department of Education** on **April 2, 2024**, from 8:30 AM to 2:00 PM.

The first part of the orientation shall be delivered by resource persons from the Anti-Red Tape Authority, the agency mandated to administer, implement, and ensure compliance with RA 11032 and its Implementing Rules and Regulations. The second part shall be led by the DepEd CART Secretariat and shall focus on the DepEd Citizen's Charter.

The activity shall provide an opportunity to

1. review the provisions of RA 11032, especially the Citizen's Charter, Zero Backlog Report, and CART;
2. highlight the importance of the CSM;
3. present the results of the RCS 2.0 and Onsite Inspections conducted in selected DepEd offices;
4. familiarize participants in the processing of complaints;
5. engage with the Anti-Red Tape Authority (ARTA) to clarify DepEd-specific concerns;
6. recognize notable RA 11032 Implementers in DepEd; and
7. review the DepEd Citizen's Charter.

The target participants are the DepEd CART in the Central Office and Sub-CART in regional and schools division offices, as designated in DM-OUHROD-2024-0268 titled *Composition of the DepEd Committee on Anti-Red Tape* (Enclosure No. 1).

Pre-activity registration of in-person and online participants is requested at the link/QR code below; the online meeting link shall be provided only upon registration.

<https://forms.office.com/r/Cqj.HPWFNh>



The indicative schedule of activities are as follows:

Schedule	Activity / Topic	Target Participants - In-Person (Bulwagan ng Karunungan, DepEd Central Office)	Target Participants - Online (Field offices)
8:30 – 9:00	• Registration	• Members of the DepEd CART in the Central Office (one representative per office)	DepEd Sub-CART in regional and schools division offices
9:00 – 9:30	• Preliminaries		
9:30 – 12:00	• Orientation c/o Anti-Red Tape Authority	• Members of the Sub-CART in Regional Offices (three representatives each) 1. NCR 2. IV-A 3. IV-B	
12:00 – 1:00	• Lunch break	• Members of Sub-CART in NCR schools division offices (one representative each)	
1:00 – 2:00	• Continuation of Orientation • Awarding of Certificates and Photo Opportunity	• Members of Sub-CART in SDO Sto. Tomas, a newly-created SDO (two representatives) • CART, National Academy of Sports (three representatives)	

To accommodate more online participants, offices are encouraged to set-up “viewing sessions” in offices/conference rooms to accommodate more participants to the orientation and email their group photos to the DepEd CART Secretariat.

On the other hand, participation of field offices for the in-person activity at the DepEd Central Office shall be on **official business**.

Certificates of Participation and reference materials shall be provided upon completion of both the registration form and post-activity feedback form. On the other hand, hard copies of Certificates of Recognition for RA 11032 Implementers shall be sent to field offices via courier.

Travel expenses to be incurred by participants shall be charged against their respective local funds, subject the usual accounting and auditing rules and regulations.

For more information on this activity, contact Ms. Diane-Joyce G. Perez, DepEd CART Secretariat through (02) 8633-5375, citizenscharter@deped.gov.ph, or 0929-951-9845 (Viber).

Copy furnished:

Office of the Secretary

The functions, duties, and responsibilities of the DepEd CART are stated in detail in ARTA MC 2023-08, which can be accessed from

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 [02] 8633 5375

Copy furnished:

OFFICE OF THE SECRETARY

3. Member units as represented by a Director, one Cmet, and at least one technical staff:
 - 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 (2) representatives each

Field offices and schools are likewise reminded to have a **DcpEd 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

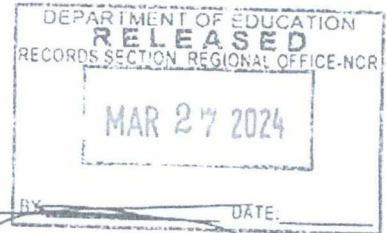
**This includes the members of the municipal school boards. Members of the ARTA shall include the members of the ARTA.*

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



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



March 27, 2024

REGIONAL MEMORANDUM

No. 276, s. 2024

To: Schools Division Superintendents
Functional Division Chiefs
Unit/Section Heads
All Others Concerned

**FY 2024 ORIENTATION ON THE IMPLEMENTATION OF RA 11032
IN THE DEPARTMENT OF EDUCATION**

1. In reference to the attached Memorandum DM-OUHROD-2024-0543 dated March 20, 2024, all concerned are invited to attend the above-captioned activity on April 2, 2024, 8:30 a.m. at Bulwagan ng Karunungan, DepEd-Central Office, Meralco Avenue, Pasig City.
2. The target participants to attend in- person are the DepEd Sub-Committee on Anti-Red Tape (CART) as designated in DM-OUHROD-2024-0268, are as follows:

Regional Office - 3
Schools Division Offices - 1/per SDO
3. Other members of the Sub-CART shall attend online.
4. The field offices are encouraged to set up "viewing sessions" in offices/conference rooms to accommodate more participants to the orientation and email their group photos to the DepEd CART Secretariat through email: citizenscharter@deped.gov.ph.
5. In person and online participants must register through the link/QR code provided, meeting link shall be provided only upon registration.
6. For information, guidance, and compliance of all concerned.


JOCELYN DR ANDAYA
Director IV

Encls: As stated
OR/PAU

LEGAL



SDO Muntinlupa <sdo.muntinlupa@gmail.com>

Fw: [DM-OUHROD-2024-0543] FY 2024 ORIENTATION ON THE IMPLEMENTATION OF RA 11032 IN THE DEPARTMENT OF EDUCATION

3 messages

Organization Effectiveness Division <bhrod.oed@deped.gov.ph> Mon, Mar 25, 2024 at 1:23 PM

To: DEPED CAUAYAN CITY <cauayan.city@deped.gov.ph>, DEPED NUEVA VIZCAYA <nueva.vizcaya@deped.gov.ph>, DEPED PALAWAN <palawan@deped.gov.ph>, SDS LEYTE <sds.leyte@deped.gov.ph>, DEPED SIQUIJOR <deped.siquijor@deped.gov.ph>, NEGROS OCCIDENTAL <negros.occidental001@deped.gov.ph>, SCHOOLS DIVISION OFFICE QUEZON CITY <sdo.quezoncity@deped.gov.ph>, AKLAN 1958 <aklan.1958@deped.gov.ph>, SARANGANI DIVISION <sarangani@deped.gov.ph>, ISABELA CITY DIVISION <isabelacity.division@deped.gov.ph>, SDS NORTHERNSAMAR <sds.northernsamar@deped.gov.ph>, NORTHERN SAMAR DIVISION <northernsamar@deped.gov.ph>, CEBU PROVINCE <cebu.province@deped.gov.ph>, DEPED LACARLOTA <deped.lacarlot@deped.gov.ph>, SAGAY CITY <sagay.city001@deped.gov.ph>, Dapian City Division Office <dapitancity@deped.gov.ph>, SDO TAPAT <sdo.tapat@deped.gov.ph>, SDOTACLOBANCITY DIVISION <sdotaclobancity@deped.gov.ph>, DEPED SAMAR <samar@deped.gov.ph>, "deped_romblon@yahoo.com" <deped_romblon@yahoo.com>, DEPED CALAPAN <deped.calapan@deped.gov.ph>, DEPED PARANAQUE <deped.paranaque@deped.gov.ph>, SDO VALENZUELA <sdovalenzuela@deped.gov.ph>, "division.pasig2016@gmail.com" <division.pasig2016@gmail.com>, COTABATO DIVISION <northcotabato@deped.gov.ph>, SOUTHERN LEYTE DIVISION <southernleyte.division@deped.gov.ph>, TALISAY CITY DIVISION <talisaycity.division@deped.gov.ph>, TAPAT RECORDS <tapat.records@deped.gov.ph>, DEPED ILOCOS NORTE <ilocos.norte@deped.gov.ph>, DEPED ILOCOS SUR <ilocos.sur@deped.gov.ph>, DEPED La Union <la.union@deped.gov.ph>, DEPED PANGASINAN 1 <pangasinan1@deped.gov.ph>, DEPED PANGASINAN 2 <pangasinan2@deped.gov.ph>, DEPED ALAMINOS CITY <alaminos.city@deped.gov.ph>, DEPED BATAAC CITY <bataac.city@deped.gov.ph>, DEPED CANDON CITY <candon.city@deped.gov.ph>, DEPED DAGUPAN CITY <dagupan.city@deped.gov.ph>, DEPED LAOAG CITY <laoag.city@deped.gov.ph>, "DEPED SAN CARLOS CITY (REG. 1)" <sancarlos.city1@deped.gov.ph>, "depedcsfp@gmail.com" <depedcsfp@gmail.com>, DEPED URDANETA CITY <urdaneta.city@deped.gov.ph>, DEPED VIGAN CITY <vigan.city@deped.gov.ph>, DEPED BATANES <batanes@deped.gov.ph>, SDO CAGAYAN <sdo.cagayan@deped.gov.ph>, DEPED ISABELA <isabela@deped.gov.ph>, "nuevavizcaya.depedro2@gmail.com" <nuevavizcaya.depedro2@gmail.com>, Quirino Quirino <quirino.depedro2@gmail.com>, "cauayan.depedro2@gmail.com" <cauayan.depedro2@gmail.com>, "ilagan.depedro2@gmail.com" <ilagan.depedro2@gmail.com>, DEPED SANTIAGO CITY <santiago.city@deped.gov.ph>, DEPED TUGUEGARAO <tuguegarao@deped.gov.ph>, Division Aurora <aurora@deped.gov.ph>, DEPED BATAAN <bataan@deped.gov.ph>, DEPED BULACAN <bulacan@deped.gov.ph>, DEPED NUEVA ECIJA <nueva.ecija@deped.gov.ph>, DEPED PAMPANGA <pampanga@deped.gov.ph>, DEPED TARLAC <tarlac@deped.gov.ph>, DEPED ZAMBALES <zambales@deped.gov.ph>, DEPED ANGELES CITY <angeles.city@deped.gov.ph>, DEPED BALANGA CITY <balanga.city@deped.gov.ph>, DEPED CABANATUAN CITY <cabanatuan.city@deped.gov.ph>, DEPED GAPAN CITY <gapan.city@deped.gov.ph>, DEPED MABALACAT CITY <mabalacat.city@deped.gov.ph>, DEPED MALOLOS CITY <malolos.city@deped.gov.ph>, DEPED MEYCAUAYAN CITY <meycauayan.city@deped.gov.ph>, DEPED OLONGAPO CITY <olongapo.city@deped.gov.ph>, DEPED SAN JOSE CITY <sanjose.city@deped.gov.ph>, DEPED SAN JOSE DEL MONTE CITY <sanjosedelmonte.city@deped.gov.ph>, DEPED MUNOZ SCIENCE CITY <munozscience.city@deped.gov.ph>, DEPED TARLAC CITY <tarlac.city@deped.gov.ph>, DEPED BATANGAS <deped.batangas@deped.gov.ph>, DEPED CAVITE <deped.cavite@deped.gov.ph>, DEPED LAGUNA <laguna@deped.gov.ph>, DEPED QUEZON <quezon@deped.gov.ph>, DEPED RIZAL <rizal@deped.gov.ph>, DEPED ANTIPOLO CITY <antipolo.city@deped.gov.ph>, DEPED BACOR CITY <bacoor.city@deped.gov.ph>, DIVISION BATANGASCITY <division.batangascity@deped.gov.ph>, DEPED BINANCITY <deped.binancity@deped.gov.ph>, DIVISION CABUYAO <division.cabuyao@deped.gov.ph>, DEPED CALAMBA CITY <calamba.city@deped.gov.ph>, DEPED Cavite City <cavite.city@deped.gov.ph>, Dasmariñas City <dasmariñas.city@deped.gov.ph>, DEPED IMUS CITY <imus.city@deped.gov.ph>, DEPED LIPACITY <deped.lipacity@deped.gov.ph>, DEPED LUCENA CITY <lucena.city@deped.gov.ph>, DEPED SAN PABLO CITY <sanpablo.city@deped.gov.ph>, "DEPED Sta. Rosa City" <santarosa.city@deped.gov.ph>, DEPED TANAUAN CITY <tanauan.city@deped.gov.ph>, DEPED TAYABAS CITY <tayabas.city@deped.gov.ph>, GENERAL TRIAS <division.gentri@deped.gov.ph>, SAN PEDRO DIVISION <division.sanpedro@deped.gov.ph>, SANTO TOMAS CALABARZON <sdo.santotomas@deped.gov.ph>, RECORDS SDO MARINDUQUE <records.sdomarinduque@deped.gov.ph>, DEPED OCCIDENTAL MINDORO <occidental.mindoro@deped.gov.ph>, DEPED ORIENTAL MINDORO <oriental.mindoro@deped.gov.ph>, "deped.palawan2@gmail.com" <deped.palawan2@gmail.com>, DEPED ROMBLON <romblon@deped.gov.ph>, DEPED CALAPAN CITY <calapan.city@deped.gov.ph>, PUERTO PRINCESA CITY SDO <puertoprincesa@deped.gov.ph>, DEPED ALBAY <albay@deped.gov.ph>, DEPED CAMARINES NORTE <camarines.norte@deped.gov.ph>, DEPED CAMARINES SUR <camarines.sur@deped.gov.ph>, catanduanes <catanduanes@deped.gov.ph>, DEPED MASBATE <masbate@deped.gov.ph>, DEPED SOSOGON <sorsogon@deped.gov.ph>, DEPED IRIGA CITY <iriga.city@deped.gov.ph>, DEPED LEGAZPI CITY <legazpi.city@deped.gov.ph>, DEPED LIGAO CITY <ligao.city@deped.gov.ph>, DEPED MASBATE CITY <masbate.city@deped.gov.ph>, DEPED NAGA CITY <naga.city@deped.gov.ph>, DEPED SORSOGON CITY <sorsogon.city@deped.gov.ph>, DEPED TABACO CITY <tabaco.city@deped.gov.ph>, DEPED AKLAN <aklan@deped.gov.ph>, Sdo Antique <antique@deped.gov.ph>, DEPED CAPIZ <capiz@deped.gov.ph>, DepEd Guimaras <guimaras@deped.gov.ph>, DepEd - Schools Division of Iloilo <iloilo@deped.gov.ph>, DEPED NEGROS OCCIDENTAL <negros.occidental@deped.gov.ph>, DEPED BACOLOD CITY <bacolod.city@deped.gov.ph>, DEPED BAGOCITY <deped.bagocity@deped.gov.ph>, DEPED CADIZCITYDIVISION

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Dear Fellow Public Servants in the Regional and Schools Division Offices,

Since the enactment of Republic Act (RA) No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018, the Department of Education (DepEd) has consistently complied with requirements of the Law, such as the Citizen's Charter, Client Satisfaction Measurement (CSM), Zero Backlog Program, Report Card Survey (RCS) 2.0, and Committee on Anti-Red Tape (CART).

This year, to strengthen compliance with the Law, the Office of the Undersecretary for Human Resource and Organizational Development invites all concerned to the **FY 2024 Orientation on the Implementation of RA 11032 in the Department of Education** on **April 2, 2024**, from 8:30 AM to 2:00 PM.

The first part of the orientation shall be delivered by resource persons from the Anti-Red Tape Authority, the agency mandated to administer, implement, and ensure compliance with RA 11032 and its Implementing Rules and Regulations. The second part shall be led by the DepEd CART Secretariat and shall focus on the DepEd Citizen's Charter.

The activity shall provide an opportunity to

1. review the provisions of RA 11032, especially the Citizen's Charter, Zero Backlog Report, and CART;

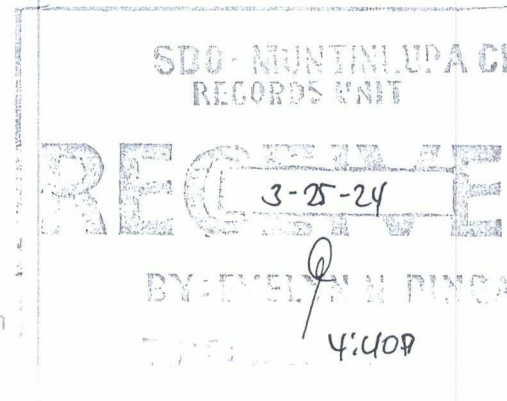
2. highlight the importance of the CSM;
3. present the results of the RCS 2.0 and Onsite Inspections conducted in selected DepEd offices;
4. familiarize participants in the processing of complaints;
5. engage with the Anti-Red Tape Authority (ARTA) to clarify DepEd-specific concerns;
6. recognize notable RA 11032 Implementers in DepEd; and
7. review the DepEd Citizen's Charter.

The target participants are the DepEd CART in the Central Office and Sub-CART in regional and schools division offices, as designated in DM-OUHROD-2024-0268 titled *Composition of the DepEd Committee on Anti-Red Tape* (Enclosure No. 1).

Pre-activity registration of in-person and online participants is requested at the link/QR code below; the online meeting link shall be provided only upon registration.



<https://forms.office.com/r/CqjJfPWFxh>



The indicative schedule of activities are as follows:

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To accommodate more online participants, offices are encouraged to set-up “viewing sessions” in offices/conference rooms to accommodate more participants to the orientation and email their group photos to the DepEd CART Secretariat. On the other hand, participation of field offices for the in-person activity at the DepEd Central Office shall be on **official business**.

Certificates of Participation and reference materials shall be provided upon completion of both the registration form and post-activity feedback form. On the other hand, hard copies of Certificates of Recognition for RA 11032 Implementers shall be sent to field offices via courier.

Travel expenses to be incurred by participants shall be charged against their respective local funds, subject to the usual accounting and auditing rules and regulations.

For more information on this activity, contact Ms. Diane-Joyce G. Perez, DepEd CART Secretariat through (02) 8633-5375, citizenscharter@deped.gov.ph, or 0929-951-9845 (Viber).



Office of the Undersecretary for Human Resource
and Organizational Development (OUHROD)
Tel. No.: (02)8633-7206 | Telefax No.: (02) 8631-8494
DEPARTMENT OF EDUCATION
DepEd Complex, Meralco Ave., Pasig City 1600
www.deped.gov.ph

On Mon, Mar 25, 2024 at 12:54 PM Office of the Undersecretary for Human Resource and Organizational Development (OUHROD) <used.hrod@deped.gov.ph> wrote:

Dear **All**:

Since the enactment of Republic Act (RA) No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018, the Department of Education (DepEd) has consistently complied with requirements of the Law, such as the Citizen's Charter, Client Satisfaction Measurement (CSM), Zero Backlog Program, Report Card Survey (RCS) 2.0, and Committee on Anti-Red Tape (CART).

This year, to strengthen compliance with the Law, the Office of the Undersecretary for Human Resource and Organizational Development invites all concerned to the **FY 2024 Orientation on the Implementation of RA 11032 in the Department of Education on April 2, 2024**, from 8:30 AM to 2:00 PM.

The first part of the orientation shall be delivered by resource persons from the Anti-Red Tape Authority, the agency mandated to administer, implement, and ensure compliance with RA 11032 and its Implementing Rules and Regulations. The second part shall be led by the DepEd CART Secretariat and shall focus on the DepEd Citizen's Charter.

The activity shall provide an opportunity to

1. review the provisions of RA 11032, especially the Citizen's Charter, Zero Backlog Report, and CART;
2. highlight the importance of the CSM;
3. present the results of the RCS 2.0 and Onsite Inspections conducted in selected DepEd offices;
4. familiarize participants in the processing of complaints;
5. engage with the Anti-Red Tape Authority (ARTA) to clarify DepEd-specific concerns;
6. recognize notable RA 11032 Implementers in DepEd; and
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The target participants are the DepEd CART in the Central Office and Sub-CART in regional and schools division offices, as designated in DM-OUHROD-2024-0268 titled *Composition of the DepEd Committee on Anti-Red Tape* (Enclosure No. 1).

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This communication may contain confidential or privileged information, and is intended solely for the individual or entity to whom it is originally addressed. Any disclosure, copying, dissemination, or any action taken in reliance to it by others, other than the intended recipient, is strictly prohibited. The opinions, conclusions, and statements expressed in this message are those of the sender and may not necessarily reflect the views of the Department of Education.

2 attachments

DM-OUHROD-2024-0543 FY 2024 ORIENTATION ON THE IMPLEMENTATION OF RA 11032 IN THE DEPED.pdf
347K




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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Effectivity	03.23.23	Page	1 of 3



	<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




Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-0543

TO : **Undersecretaries**
Assistant Secretaries
Bureau/Service Directors
Regional Directors
Schools Division Superintendents
Members, DepEd CART and Sub-CART
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 : **FY 2024 ORIENTATION ON THE IMPLEMENTATION OF RA 11032 IN THE DEPARTMENT OF EDUCATION**

DATE : 20 March 2024

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Office of the Secretary