



Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF PAMPANGA

February 29, 2024

DIVISION MEMORANDUM
No. **133**__, s. 2024

**RECONSTITUTION OF THE DIVISION COMMITTEE ON ANTI-RED TAPE
(DCART) AND CREATION OF SCHOOL SUB-COMMITTEE ON ANTI-RED TAPE
(School Sub-CART)**

To: Assistant Schools Division Superintendents
Division Chiefs
Division Unit Heads
Public Schools District Supervisors
Education Program Supervisors
Public Elementary and Secondary School Heads
Others Concerned

1. The field is hereby informed of the reconstitution of the Division Committee on the Anti-Red Tape (DCART) in Compliance with Republic Act (RA) No. 11032, otherwise known as the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018," and its Implementing Rules and Regulations (IRR) and Memorandum DM-OUHROD-2020-0268 dated February 19, 2024, as follows:

Lead: **Romeo M. Alip, PhD, CESO V**
Schools Division Superintendent

Members: **JB B. Manalang**
Administrative Officer V
Administrative Services

John Paul B. Pallasigui
Information Technology Officer I
Information Communication and
Technology Services Unit

Atty. Arnold Adelo P. Obillos
Legal Officer III
Legal Unit/ Focal

Dorotea D. Soliman
Education Program Specialist II
School Mobilization and Networking

2. The Anti-Red Tape (ART) Focal Persons are integral in the forthcoming activities as they are expected to lead in reviewing and updating the office processes and services for the Citizen's Charter, implementing any streamlining



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activities, and coordinating compliance with the requirements of the Anti-Red Tape Authority (ARTA), among others.

3. Accordingly, all Heads of public elementary and secondary schools shall create a Sub-CART at their level as follows:

	School
Chairperson	School Head
Members	At least one (1) each: <ul style="list-style-type: none">• Teacher-designate• Non-teaching personnel

4. The functions, duties, and responsibilities of the 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 the CART within the Department are the following:

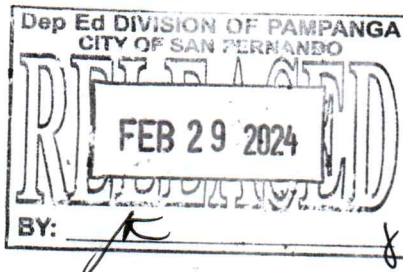
- coordinate with the ARTA and other stakeholders for RA 11032-related updates and concerns;
 - lead and allocate funding for RA 11032-related programs, projects, and activities (PPAs);
 - enlist awareness and support on RA 11032 through information dissemination; and
 - provide technical assistance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

ROMEO M. ALIP, PhD, CESO V
Schools Division Superintendent

Encl.: As stated.

AOAS/02-16-24

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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:

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