



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

March 4, 2025

DIVISION MEMORANDUM
 No. 181, s. 2025

**SUBMISSION OF SCHOOL COMMITTEE ON ANTI-RED TAPE
 (SCART) FOR CY 2025**

To: Assistant Schools Division Superintendents
 CID and SGOD Chiefs
 Division Unit Heads
 Education Program Supervisors
 Public Schools District Supervisors
 Public and Private Elementary and Secondary School Heads
 Teaching and Non-Teaching Personnel
 All Others Concerned

1. 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), the field is hereby directed to submit their School Committee on Anti-Red Tape (SCART) and School Citizen's Charter Technical Working Group (SCC-TWG) for Calendar Year 2025.

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 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/update/reconstitute their School CART aligned with Memorandum DM-OUHROD-2024-0268, as follows:

SCART Composition		Duties and Responsibilities
Chairperson	School Head	a. Lead the review and update of services in the School Citizen's Charter (SCC) b. Implement streamlining and digitization activities
Members	<i>At least one (1) each:</i> <ul style="list-style-type: none"> Teacher-designate 	



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	<ul style="list-style-type: none">• Non-teaching personnel	<ul style="list-style-type: none">c. Coordinate compliance requirements for the ARTA/AO25/DCARTd. Participate in capacity-building activities provided by BHROD/Division Officee. Review the submitted CC (frontline services) of different offices within the schoolf. Consolidate the citizen charter into a school citizen's charter reflective of the service standards applied at the various government levels; andg. Endorse the school citizen charter to the Division Office for vetting and approval of the DCART.
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4. The composition of the SCART shall be submitted through this link <https://forms.office.com/r/TVc0Z1CfcX> not later than **March 10, 2025, 5:00 pm.**

5. Wide dissemination and compliance with this Memorandum is highly enjoined.

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

AOAS/03-017-25

