



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF TACLOBAN CITY

March 2, 2023

DIVISION MEMORANDUM

No. 099 s. 2023

TO : ALL DEPARTMENT AND UNITS HEADS

**SUBJECT : PROVISION OF CITIZEN'S CHARTER BROCHURES/
BOOKLETS**

Pursuant to Republic Act 9485: "An Act to Improve Delivery of Government Service to the Public by Reducing Bureaucratic Red Tape, Preventing Graft and Corruption, and Providing Penalties Therefor", all departments/units are hereby directed to provide brochures/booklets of its Citizen's Charter, written in English, Filipino, or in the local dialect. Said booklets/brochures shall be made available at your front desk/information counter for easy access by all clients transacting in your office.

This Memorandum shall be enforced and complied immediately upon receipt hereof.


MARIZA S. MAGAN, Ed.D., CESO V
Schools Division Superintendent

