



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

February 22, 2024

DIVISION MEMORANDUM
No. 140 s. 2024

**COMPOSITION OF THE DIVISION COMMITTEE ON ANTI-RED TAPE ACT
(CART)**

To : Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Public School District Supervisors
Public Elementary and Secondary School Heads
Division Personnel
This Division

1. In compliance with Memorandum DM-OUHROD-2024-0268, issued by OIC-Undersecretary for Human Resource and Organizational Development, Wilfredo E. Cabral, entitled "Composition of the DepEd Committee on Anti-Red Tape (CART)", the Schools Division Office of Tacloban City establishes the Division Committee on Anti-Red Tape (CART) with the following members:

Chairperson	Sherlita A. Palma EdD, CESO VI	Schools Division Superintendent
Members:	Melani D. Escobarte	Chief, SGOD
	Francisco A. Anchojas	Administrative Officer V-Admin
	Ma. Trinidad Carmela E. Torres	ITO Officer
	Atty. Maria Socorro T. Pancipanci	Legal Officer

2. The CART shall be responsible for the implementation of RA 11032 and its IRR, especially the following:

- a. Reengineering of Systems and Procedures
 - Streamlining and digitization
 - Whole-of-Government Approach
 - Regulatory Management System and Regulatory Impact Assessment
- 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 Complaint Desk
- h. Client feedback mechanism and satisfaction measurement
- i. Knowledge transfer of ARTA-related trainings





- j. Dissemination of ARTA information, education, and communication materials for public consumption
3. Further, schools shall also create School CART, which shall also be responsible for the abovementioned tasks. The School CART shall have a minimum composition of the following:

Lead: School Head

Members: At least one (1) each

- 1. Teacher-designate**
- 2. Non-Teaching Personnel**

4. The Public School District Supervisors are requested to submit a copy of their district report of the School CART to the office of the SDO-Administrative Officer on or before February 28, 2024.
5. Immediate dissemination of and compliance with this Memorandum are desired.


SHERLITA A. PALMA EdD, CESO VI
OIC-Schools Division Superintendent 

Enclosures: Memorandum DM-OUHROD-2024-0268
References: Republic Act (RA) No. 11032 (Ease of Doing Business and Efficient Government Service Delivery Act of 2018)

