



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF AGRARIAN REFORM

Tunay na Pagbabago sa Repormang Agraryo

POLICY, PLANNING &
RESEARCH OFFICE

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Date & Time: 9/31/23

SPECIAL ORDER NO. 032

Series of 2023

Subject : **DESIGNATION OF THE AGENCY'S COMMITTEE ON ANTI-RED TAPE (CART)**

In the interest of the service and in compliance to Department Memorandum No. 123, dated 15 March 2023 with the subject: **UPDATING/RECONSTITUTION OF COMMITTEE ON ANTI-RED TAPE AT THE DAR REGIONAL OFFICES AND THE DAR PROVINCIAL OFFICES**, the Agency's Committee on Anti-Red Tape (CART) and Secretariat are as follows:

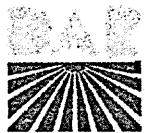
Committee		Position	Contact No. and Email Address
Chairperson	Lailani A. Cortez	OIC-PARPO II	0917-1740666 taraycortez@gmail.com
Vice Chairperson	Atty. John A. Bayangan	Atty. V, Legal Division	0929-1076394 iabayangan@gmail.com
Members	Ernesto H. Contero	SARPO II, Land Tenure Services	0907-3374579 contero.ernesto.com.ph
	Peter D. Bantasan	Chief Administrative Officer	0908-8776266 pbantasan@yahoo.com
	Rodolfo B. Agustin	SARPO, Designated Planning Officer	0919-6383805 rudvagustin95@yahoo.com
	Amelia T. Abdos	ARPT, Designated Records Officer	0912-8597486 records.benguet@dar.gov.ph

Secretariat

	May Rose B. Baldo	ARPO II, Legal Division	0908-2015867 maybarroga@yahoo.com
	Teofilo P. Tamid-ay	Planning Officer/ Designated Provincial Information Officer	0930-9305404 7102pio@gmail.com

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Under this order, said committee and Secretariat have the following functions, to wit:

Committee

1. Responsible for the overall PBB compliance and monitoring and shall act as the authorized body that will receive and deliberate submissions, reports, and any PBB-related concerns;
2. Directs and ensures the implementation and compliance with the Provisions of Republic Act No. 11032 or the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018" and its Implementing Rules and Regulations;
3. Disseminates information on Anti-Red Tape issuances;
4. Maintains the posting of the DAR Citizen's Charter;
5. Maintains the Public Assistance Information Desk;
6. Resolves complaints received;
7. Submits Client Satisfaction Report; and
8. Performs functions as stipulated under ARTA MC No. 2020-07 as may apply.

Secretariat

1. Receives, records, files, dispatches, and serves as the custodian of Committee Records;
2. Coordinates and tracks the compliance of actionable records/matters;
3. Monitors the posting of updated Citizen's Charter not later than March 31st of every year and compliance of its provision;
4. Coordinates with the different Office sectors/division relative to the implementation of this Act;
5. Prepares and submits reports but not limited to the Client Satisfaction Report; and
6. Performs other duties and functions that maybe assigned from time to time by the committee.

This Order takes effect immediately.

Done this 23rd day of March 2023.


LAILANI A. CORTEZ

OIC-PARPO II