



# DEPARTMENT OF AGRARIAN REFORM

Tunay na Pagbabago sa Repormang Agraryo

RECEIVED

PROVINCIAL OFFICE  
SPECIAL ORDER NO. 013  
Series of 2023

By: Email  
Date & Time: 9/29/23

SUBJECT: RECONSTITUTION AND STRENGTHENING OF ANTI-RED TAPE COMMITTEE

In the interest of the service and in compliance with Republic Act 11032, otherwise known as the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018", the Anti - Red Tape Committee is hereby created and shall be composed of the following:

Chair - Engr. Emmanuel G. Aguinaldo

Members - Francis Neil T. Pedralvez  
Domingo M. Marin Jr.  
Allan H. Nacin  
Benedick C. de Mesa  
William M. Arceo

Secretariat - Emily Crystal M. Nacin  
Erickson T. Reyes

Functions of the Committee:


1. Directly oversee and ensure compliance with the provisions of the RA No. 11032 or "Ease of Doing Business and Efficient Government Service Delivery Act of 2018" and its Implementing Rules and Regulations;
2. Report to the Regional Director the Status of compliance;
3. Adopt a communication strategy that engages employee in the process of understanding the Act;
4. Regularly monitor and periodically review the DAR Citizen's Charter;
5. Ensure submission of Client Satisfaction Report of each service detailing the scope and period covered, methodology used, the results of the survey and interpretation of data on the set deadline;
6. Recommend policies, processes and systems to improve regulatory management to increase the productivity, efficiency and effectiveness of the services;
7. Handle complaints received; and
8. Recommend solutions to issues/problems arising in complying the provisions of the Act.

The Secretariat shall:

1. Coordinate with the Authority and offices relative to the implementation of the Act;
2. Farm out complaints to concerned offices;
3. Monitor the compliance of different offices;
4. Ensure that an updated Citizen's Charter is posted not later than March 31<sup>st</sup> of every year; and
5. Consolidate Client Satisfaction Report nationwide and ensure that the same is submitted to the Authority on or before 31 January of every year.

All Orders and Memoranda issued by this office which are inconsistent herewith are hereby revoked/repealed.

Dinalupihan, Bataan, March 24, 2023

  
ENGR. EMMANUEL G. AGUINALDO  
PARPO II

Copy furnished:  
All Personnel concerned