



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRARIAN REFORM
Tunay na Pagbabago sa Repormang Agraryo

POLICY, PLANNING &
RESEARCH OFFICE

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Regional
Special Order No. 037
Series 2023

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SUBJECT: RECONSTITUTION OF THE REGIONAL OFFICE COMMITTEE ON ANTI-RED TAPE (CART)

In the exigency of the service and in compliance with RA 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:

Chairperson	: Atty. Merlita S. Capinpuyan	- Regional Director
Vice Chairperson	: Engr. Daylinda P. Narisma	- ARD for STO and ARBDSP
Members	: Loida L. Jones	- PARPO II
	: Joie L. Ceballos	- RCAO
	: Atty. Marie Lou Nueva – Ruiz	- Attorney V, LSD
	: Josephine L. Yordan	- CARPO, LTI
	: Hermegina M. Gabor	- CARPO – Admin
Head Secretariat	: Rodiardianne E. Sambaan	- ARPO I
Members		
Records	: Ma. Jessie P. Daquipil	- AO III
LTI	: Glizel T. Estorque	- ARPO II
LSD	: Perluz B. Reyes	- ARPT
ARBDSP	: Rowaida D. Maca-ayan	- ARPT
Admin (Personnel)	: Helen Y. Tudlasan	- ARPO II
Admin (GSS)	: Jose E. Bagood	- AO III
DARAB	: Mariano P. Guerrero Jr.	- ARPO II

Functions of the Committee:

1. Directly oversee and ensure compliance with the provisions of the Republic Act No. 11032 or the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018" and its Implementing Rules and Regulations;
2. Adopt a communication strategy that engages employee in the process of understanding the Act;
3. Regularly monitor and periodically review the DAR Regional Office Citizen's Charter;
4. Ensure submission of Client Satisfactory 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;
5. Recommend policies, processes and systems to increase the productivity, efficiency and effectiveness of the services;
6. Handle complaints received; and
7. Recommend solutions to issues/problems arising in complying the provisions of the Act.

Functions of the Secretariat:



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Head Secretariat:

1. Farm out complaints to concerned offices;
2. Monitors the compliance of different offices/ divisions/ sections;
3. Coordinate with the different offices/divisions/sections/sectors relative to the implementation of the Act;
4. Ensure that an updated Citizen's Charter is posted not later than March 31st of every year;
5. Consolidate Client Satisfaction Report Caragawide and ensure that the same is submitted to DAR Central Office on or before 5th day of the month of the ensuing quarter.

Members (Office/ Division/ Section):

1. Monitors and facilitates compliance in the filling-up of Client Satisfaction Form in their respective office/ division/ section;
2. Collate monthly Client Satisfaction Report in their respective office/ division/ section;
3. Consolidate and prepare monthly Client Satisfaction and other ARTA related report in their respective office/ division/ section;
4. Submit Client Satisfaction and other ARTA related report to the Head Secretariat every 2nd day of the ensuing month;
5. Coordinate with the Head Secretariat relative to the implementation of the Act;
6. Attends/ participates to ARTA related concerns and activities

This order takes effect immediately and shall cancel all other issuances found to be inconsistent herewith.

Issued this 22 day of FEB 2023, DAR Regional Office, Butuan City. *Agustin del Norte*


ATTY. MERLITA S. CARINPUYAN,
Regional Director