



Republic of the Philippines  
**Department of Agrarian Reform**  
**Provincial Agrarian Reform Office**  
Pagadian City, Province of Zamboanga del Sur

POLICY, PLANNING &  
RESEARCH OFFICE

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By: email

Date & Time: 7/11/23

**PROVINCIAL SPECIAL ORDER No. 046**  
Series of 2023

**SUBJECT: RECONSTITUTION OF THE PROVINCIAL COMMITTEE ON ANTI-RED TAPE**

In the interest of the service and following recent personnel movements affecting the composition of the existing Provincial Committee on Anti-Red Tape (P-CART), the herein mentioned Committee is hereby reconstituted and shall consist of the following:

Chairperson	-	<b>ENGR. JOSEPHINE G. SISICAN</b> OIC PARPO I
Members	-	<b>ATTY. ALMA JOSEFA V. DELA CERNA</b> Chief, Legal Division
	-	<b>ANA GEORGINA C. SAYSIP</b> PCAO
Secretariat	-	<b>SERGIO D. DRAGON</b> SARPO-Legal
	-	<b>JENNIFER R. PRINCILLO</b> ARPO II-Legal

**Functions of the P-CART:**

1. Directly oversee and ensure 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;
2. Report to the PARPO the status of compliance;
3. Adopt a communication strategy that engages employees 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 deadlines;
6. Recommend policies, process and systems to improve regulatory management to increase productivity, efficiency, and effectiveness of the services;
7. Handle complaints received; and
8. Recommend solutions to issues/problems arising in complying with the provisions of the Act.

The Secretariat shall:

1. Coordinate with DARRO ARTA Committee 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 province-wide and ensure that the same is submitted to the DARCO-ARCDS on or before 31<sup>st</sup> of January of every year.

This Order takes effect immediately.

All orders inconsistent herewith are hereby revoked, amended, or modified accordingly.

March 21, 2023, Dao, Pagadian City.

ENGR. ~~JENIA~~ C. SALAUG

OIC Provincial Agrarian Reform Program Officer II

MJ