



Republic of the Philippines
Department of Education
Schools Division of Benguet

DepEd-Benguet Division
AUG 14 2025
RELEASED

August 13, 2025

Division Memorandum
 No: 350 s.2025

To: Office of the Assistant Schools Division Superintendent
 Chief Education Supervisors- SGOD and CID
 Public Schools District Supervisors/ Districts In-charge
 School Heads All
 Others Concerned

COMPOSITION OF THE SDO BENGUET on SUB-COMMITTEE ON ANTI-REDTAPE (SUB-CART)

1. In reference to DepEd Memo No. 40s. 2025 and in compliance with Republic Act (RA) No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 and Memorandum Circular (MC) No. 2023-08, s. 2023 titled Amendment on Certain Provisions of Anti-Red Tape Authority (ARTA) Memorandum Circular No. 2020-07 dated September 30, 2020, Pertaining to the Guidelines on the Designation of a Committee on Anti-Red Tape (CART), this office issues this Memorandum to update the Composition of the SDO Benguet Sub-CART.

2. The members of SDO Benguet Sub-Cart are:

Chairperson	ESTELA P. LEON CARIÑO, CESO III Regional Director and Concurrent Officer in Charge Office of the Schools Division Superintendent
Co-Chairperson	SAMUEL T. EGSAEN JR., EdD, CESO VI Assistant Schools Division Superintendent
Members	MAHAL M. RIFANI , Administrative Service ERIC S. WANSON , ITO ATTY. NOVER B. SINGGANGAN , Legal Officer CORAZON QUIPOT/JOVEN AGTANI , SGOD- SMME JEVECCA GYLE NEGRADAS , Secretariat

3. The CART emphasizes the role of government agencies and the accountability of agency heads to reduce bureaucratic red tape and corruption. Based on the law, the CART shall be responsible for the implementation of RA 11032, especially the following:
- Reengineering of Systems and Procedures,
 - Streamlining and digitization,
 - Whole-of-Government Approach,
 - Regulatory Management System and Regulatory Assessment,
 - Registration of new regulations and issuances,
 - Citizen's Charter,
 - Zero Contact Policy,
 - Adoption of working schedules to serve clients,
 - Identification Card,



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- j. Public Assistance and Complaints Desk,
 - k. Client feedback mechanism and satisfaction measurement,
 - l. Knowledge transfer of ARTA-related trainings, and Impact
 - m. Dissemination of ARTA information, education, and communication materials.
4. The functions, duties, and responsibilities of the DepEd CART are stated in detail in ARTA MC 2023-08, which can be accessed from <https://arta.gov.ph/wp-content/uploads/2023/12/MC-2023-08.pdf>.
 5. In relation to ARTA MC 2023-08, the following are the additional responsibilities of DepEd CART and Sub-CART:
 - a. Coordinate with the ARTA and other stakeholders for RA 11032- related updates and concerns;
 - b. Facilitate compliance with RA 11032 requirements such as the Citizen's Charter, Client Satisfaction Measurement Report, Zero Backlog Program, and Agency Action Plan;
 - c. Lead and/or allocate funding for RA 11032-related programs, projects, and activities (PPAs);
 - d. Enlist awareness and support on RA 11032 through information dissemination; and
 - e. Provide technical assistance on RA 11032-related matters.
 6. Schools are likewise enjoined to have a DepEd Sub-CART in place, composed of the following:

Chairperson: School Head
Members: Non-teaching personnel

7. Immediate dissemination of this Memorandum is desired.

ESTELA P. LEON-CARIÑO EdD, CESO III
Regional Director and
Concurrent Officer in Charge
Office of the Schools Division Superintendent



Republic of the Philippines
Department of Education

DepEd MEMORANDUM
No. **040**, s. 2025

APR 28 2025

**UPDATED COMPOSITION OF THE DEPARTMENT OF EDUCATION COMMITTEE
ON ANTI-RED TAPE IN THE CENTRAL OFFICE AND SUB-CART
IN FIELD OFFICES AND SCHOOLS**

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
All Others Concerned

1. In compliance with Republic Act (RA) No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 and Memorandum Circular (MC) No. 2023-08, s. 2023 titled Amendment on Certain Provisions of Anti-Red Tape Authority (ARTA) Memorandum Circular No. 2020-07 dated September 30, 2020, Pertaining to the Guidelines on the Designation of a Committee on Anti-Red Tape (CART), the Department of Education (DepEd) issues this Memorandum to update the **Composition of the DepEd Committee on Anti-Red Tape (CART) and Sub-CART**:

Chairperson	Secretary of Education
Vice Chairperson	Executive Committee (ExeCom) in charge of Human Resource and Organizational Development
Members	<ol style="list-style-type: none">1. ExeCom in charge of Senior Personnel Oversight and Head of Procuring Entity (HoPE)2. ExeCom in charge of Government Relations, Field Operations, and Infrastructure Oversight3. ExeCom in charge of Strategic Management4. ExeCom in charge of Legal and Legislative Affairs5. ExeCom in charge of Information and Communication Technology Service (ICTS)6. Member units as represented by the Director of the following:<ul style="list-style-type: none">• Administrative Service (AS)• Bureau of Human Resource and Organizational Development (BHROD)• ICTS• Legal Service (LS)• Policy and Planning Service (PPS)• Public Affairs Service (PAS)7. From each CO office - Head of Office and one permanent employee
Secretariat	8. BHROD-Organization Effectiveness Division (BHROD-OED)

2. Field offices and schools are likewise reminded to have a **DepEd Sub-CART** in place, composed of the following, which are focal persons for each governance level:

Table 2: DepEd Sub-CART (Field Offices and Schools)			
	Regional Office	Schools Division Office	School
Chairperson	Regional Director	Schools Division Superintendent	School Head
Members	At least one representative each: <ul style="list-style-type: none"> • Administrative Division • ICT Unit • Legal Unit • Public Affairs Unit • Quality Assurance Division 	At least one representative each: <ul style="list-style-type: none"> • Administrative Service • ICT • Legal • Schools Governance and Operations Division 	Nonteaching personnel

3. A separate issuance shall be released to provide guidance on the issuance of office orders designating the composition of the DepEd Sub-CART by schools division superintendents and regional directors. Since the Sub-CARTs form part of the DepEd CART, they are subject to the control and supervision of the DepEd CART.

4. The CART emphasizes the role of government agencies and the accountability of agency heads to reduce bureaucratic red tape and corruption. Based on the law, the CART shall be responsible for the implementation of RA 11032, especially the following:

- a. Reengineering of Systems and Procedures,
- b. Streamlining and digitization,
- c. Whole-of-Government Approach,
- d. Regulatory Management System and Regulatory Impact Assessment,
- e. Registration of new regulations and issuances,
- f. Citizen's Charter,
- g. Zero Contact Policy,
- h. Adoption of working schedules to serve clients,
- i. Identification Card,
- j. Public Assistance and Complaints Desk,
- k. Client feedback mechanism and satisfaction measurement,
- l. Knowledge transfer of ARTA-related trainings, and
- m. Dissemination of ARTA information, education, and communication materials.

5. The functions, duties, and responsibilities of the DepEd CART are stated in detail in ARTA MC 2023-08, which may be accessed at <https://arta.gov.ph/wp-content/uploads/2023/12/MC-2023-08.pdf>.

6. In relation to ARTA MC 2023-08, the following are the additional responsibilities of DepEd CART and Sub-CART:

- a. Coordinate with the ARTA and other stakeholders for RA 11032-related updates and concerns;

- b. Facilitate compliance with RA 11032 requirements such as the Citizen's Charter, Client Satisfaction Measurement Report, Zero Backlog Program, and Agency Action Plan;
 - c. Lead and/or allocate funding for RA 11032-related programs, projects, and activities (PPAs);
 - d. Enlist awareness and support on RA 11032 through information dissemination; and
 - e. Provide technical assistance on RA 11032-related matters.
7. The DepEd CART shall be supported by a Secretariat, lodged at the BHROD-OED, which shall
- a. provide administrative assistance to the DepEd CART,
 - b. manage communication channels and database of RA 11032 documents, and
 - c. monitor the status of compliance with RA 11032 requirements.
8. An online orientation on RA 11032 shall be conducted by the DepEd CART by the third quarter of 2025 to strengthen compliance with the Act at all governance levels.
9. All other issuances, rules, and regulations which are inconsistent with the provisions of this Memorandum are repealed accordingly.
10. For more information, please contact the **DepEd CART Secretariat**, BHROD-OED, Room 416, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, through email at citizenscharter@deped.gov.ph or at telephone number (02) 8633-7206.
11. Immediate dissemination of this Memorandum is desired.


SONNY ANGARA
 Secretary

Reference:
Office Order OO-OSEC-2022-108

To be indicated in the Perpetual Index
under the following subjects:

BUREAUS AND OFFICES
EMPLOYEES
OFFICIALS
SCHOOLS



