

Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division
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Division Memorandum NO. 415
Series of 2017.

TO : ASDS, EPS, PSDS/ In- Charge, SEPS, EPS II, Unit Heads,
Elementary & Secondary School Heads and All Others Concerned

**SUBJECT : Ensuring Compliance With Section 6 of the Anti-Red Tape Act of 2007: Call
for Submission of the District Level Uniformed Citizens Charter**

DATE : August 3, 2017

1. Pursuant to Republic Act 9485: An Act to Improve Efficiency in the Delivery of Government Service to the Public by Reducing Bureaucratic Red Tape, Preventing Graft and Corruption, and Providing Penalties Thereof, this office shall hereby observe austere implementation and compliance with the Anti- Red Tape Act of 2007 (ARTA) and Rule IV of its Implementing Rules and Regulations.
2. All division offices, district offices and schools are required to a speedy implementation of the installation of Citizens Charter in their respective schools and offices. The orientation on the proper contents of the Citizen's Charter and the specific rules to follow in accordance to the provisions of the law have been discussed last June 27-29 and July 7, 2017.
3. The division office has required all districts to create their own district level uniformed Citizen's Charter for the use of their respective schools. However, only one district successfully complied. Hence, this office hereby calls for all districts to submit a copy of their uniformed Citizen's Charter to the ARTA Coordinator, Mrs. Regina Clarina E. Empeso at the School's Governance and Operations Division on August 11, 2017.
4. All School Heads and ICT Coordinators are also reminded to include the school's Citizen's Charter in the school's official website for quick access through electronic media. Moreover, pamphlets and checklists of specific frontline services offered are encouraged to be made available at the school's principal office.
5. For your information, widest dissemination and immediate, strict compliance.


SALUSTIANO T. JIMENEZ, CESO VI
OIC-Office of the Assistant Regional Director
Concurrent Schools Division Superintendent

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