



Republic of the Philippines

Department of Education

Region XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

OSDS-2025-0104

To : **BASILIO P. MANA-AY Jr., Assistant Schools Division Superintendent**
AILENE B. AÑONUEVO, Ph.D – SGOD Chief
ATTY. ANALENE D. VILLANUEVA, Legal Officer
RAUL E. GACUS, Administrative Officer V
TYRON O. DUJALI, IT Officer
DEARLY MAE B. CABOTE, Admin. Assistant III

Subject: **CONSTITUTION OF THE SUB-COMMITTEE ON ANTI-RED TAPE (Sub-CART)**

Date : **July 30, 2025**

1. Pursuant to DepEd Central Office Memorandum DM-OUHROD-2024-0268, dated February 19, 2024 re: Composition of the DepEd Committee on Anti-Red Tape (CART), the Division Sub-Committee on Anti-Red Tape Act (Sub-CART) is hereby constituted as follows, effective immediately.

Chairperson: **JINKY B. FIRMAN**, Schools Division Superintendent
Members: **AILENE B. AÑONUEVO**, SGOD Chief
ATTY. ANALENE D. VILLANUEVA, Legal Officer
RAUL E. GACUS, Admin. Officer V for Admin. Services
TYRON O. DUJALI, IT Officer
Secretariat: **DEARLY MAE B. CABOTE**, Admin. Assistant III

2. The CART Central Office emphasizes the role of government agencies and the accountability of agency heads to reduce bureaucratic red tape and corruption. The CART shall be responsible for the implementation of RA 11032, especially the following:
 - Re-engineering of systems and Procedures
 - Registration of new regulations and issuances
 - Citizen's Charter



Schools Division Office of Panabo City
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City
Tel. Nos. (084)823 1469, (084) 628 4066
Email: panabocity.division@deped.gov.ph

- Zero Contact Policy
- Adoption of working schedules to serve clients
- Identification Card
- Public Assistance and Complaints Desk
- Client feedback mechanism and satisfaction measurement
- Knowledge transfer of ARTA-related trainings
- Dissemination of ARTA information, education, and communication materials for public consumption

3. For your guidance and widest dissemination.


JINKY B. FIRMAN, Ph.D, CESO VI
Schools Division Superintendent

RELEASED

JUL 31 2025

RECORDS SECTION SDO PANABO CITY
BY 

Enclosed: as stated
OSDS/sds/ncm



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