



Office of the President

Philippine Information Agency

Ahensiyang Pang-impormasyon ng Pilipinas

CERTIFIED-TRUE-COPY

NOV 14 2022
PIA RECORDS SECTION

PIA OFFICE ORDER NO. 190

Series of 2022

Subject : **RECONSTITUTING THE COMMITTEE ON ANTI-RED TAPE (CART)**

Date : **NOV 14 2022**

WHEREAS, Section 5 of Republic Act No. 11032, otherwise known as the “Ease of Doing Business and Efficient Government Service Delivery Act of 2018,” provides that all offices and agencies which provide government services are mandated to regularly undertake cost compliance analysis, time and motion studies, undergo evaluation and improvement of their transaction systems and procedures and reengineer the same if deemed necessary to reduce bureaucratic red tape and processing time;

WHEREAS, Section 8 of the same law states that, “The head of the Office or agency shall be primarily responsible for the implementation of this Act and shall be held accountable to the public in rendering fast, efficient, convenient and reliable public service. All transactions and processes are deemed to have been made with permission or clearance from the highest authority having jurisdiction over the government office or agency concerned;”

WHEREAS, the Anti-Red Tape Authority (ARTA), issued Memorandum Circular No, 2020-07, s. 2020, to provide all concerned agencies with pertinent information, instructions, and guidelines in forming a Committee on Anti-Red Tape (CART) to comply with R.A. No. 11032 and its implementing Rules and Regulations (IRR);

WHEREAS, R.A. No. 11032, its IRR, and ARTA MC No. 2020-07, s. 2020, mandate each office or agency to designate a CART to perform functions prescribed in the MC, as well as other roles stated in the Act, with no required separate budget or creation of new plantilla positions to facilitate its creation;

WHEREAS, the recent personnel movements necessitate a need to designate new members of the PIA CART, ensuring the committee’s continuous operations;

WHEREAS, there is a need to amend PIA Office Order No. 49, s. 2021, providing for the current membership of the PIA CART;



WHEREAS, Section 40 of Executive Order No. 292, s. 1987 allows the head of agency to delegate functions for a more efficient and effective delivery of services;

NOW THEREFORE, for and in consideration of the foregoing, and in the exigency of service, the undersigned hereby orders the following:

Section 1. Reconstitution of the PIA CART. In accordance with ARTA MC No. 2020-07, s. 2020, the PIA CART is hereby reconstituted and shall be composed of the following:

<p>CHAIRPERSON</p>	<p>KARL LOUIE B. FAJARDO <i>Deputy Director-General for Administration and Finance</i></p>
<p>VICE-CHAIRPERSON</p>	<p>NICOLE JOCELLE MARIE J. MANAGBANAG <i>Deputy Director-General for Knowledge Management</i></p>
<p>MEMBERS</p>	<p>JAIME O. DIMSON <i>Assistant Director-General for Legal Affairs and Procurement</i></p> <p>ELEANOR L. MARTIN <i>Human Resource and Development Division</i></p> <p>GARY M. PENULIAR <i>Management Information Systems Division</i></p> <p>FLORITA A. RAMOS <i>Administrative Division</i></p> <p>LOVELIZA M. PERALTA <i>Finance and Management Division</i></p> <p>FRANCES MAE G. MACAPAGAT <i>Regional Operations Division</i></p> <p>ANN LORRAINE B. MACADAEG <i>Planning and Communication Research Division</i></p> <p>JESUSA ROCEL S. ESTANISLAO <i>Executive Assistant III</i></p>

SECRETARIAT	LORENZA O. CRUZ <i>Management Information Systems Division</i> DEMETRIO C. RAGUA JR. <i>Planning and Communications Research Division</i>
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Section 2. Functions. The PIA CART shall ensure that the Agency shall comply with the requirements of R.A. No. 11032, its IRR and subsequent ARTA issuances, as may be applicable. These requirements pertain to the conduct of the following functions:

1. Conduct of compliance cost analysis, time and motions studies, evaluation and improvement of all the agency's services, and reengineering the same in accordance with MC No. 2020-07, s. 2022;
2. Subject to the Guidelines/National Policy on Regulatory Management System to be issued by ARTA:
 - a. Notify ARTA of every formulation, modification, and repeal of regulations or other related issuances;
 - b. Conduct post-implementation assessment and review of existing regulations or other related issuances, undertake Regulatory Impact Assessment (RIA);
 - c. Prepare a Preliminary Impact Assessment whenever there is an intent to formulate, modify, or repeal a regulation and submit to ARTA;
 - d. Produce a Regulatory Impact Statement (RIS) upon completion of each RIA and submit to the ARTA for review and assessment;
 - e. Refer ARTA's policy option recommendations to the appropriate decision-makers within the Agency;
 - f. Submit an inventory and electronic copies of all existing (both in-effect and repealed) regulations and issuances to populate the Philippine Business Regulation Information System (PBRIS).
3. Ensure effective knowledge transfer, or information dissemination among office employees on ARTA- related trainings, briefings, or

such related matters obtained by office staff within sixty (60) days from the end of the training;

4. Set up the most current and updated service standards and indicate in the Citizen's Charter in accordance to the prescribed template issued by the ARTA, and submit the same to the ARTA to populate the Anti-Red Tape Electronic Management Information Systems (ARTEMIS);
5. Monitor and periodically review the Agency's Citizen's Charter, specifically: procedures/steps, time, documentary requirements, and fees;
6. Ensure that an updated Citizen's Charter, should there be any change, is posted not later than March 31st of each year;
7. Ensure the compliance of the Agency on the zero-contract policy in accordance with the law;
8. Ensure the compliance of the Agency's external and internal services with the prescribed processing time as mandated by R.A. No. 11032 or the Agency's mandate under special law;
9. Develop and foster a client feedback mechanism and client satisfaction measurement;
10. Report to ARTA not later than the last working day of January of each year the results of the Client Satisfaction Survey for each service based on the guidelines issued by ARTA;
11. Establish and manage public assistance complaints desk or ARTA Helpdesk to effectively receive complaints, feedback, and monitor customer satisfaction via hotline numbers, short message service (SMS), information and communication technology, or other mechanisms where clients may adequately express their complaints forwarded by the Presidential Complaints Center, Civil Service Commission's Contact Center ng Bayan, and ARTA's Complaints Action Center are acknowledged, received, responded to and/or acted upon within the designated period by the intended recipient within the Agency;
12. Serve as overall coordinating body for the establishment of an Electronic One Stop Shop (e-BOSS) in compliance with the mandate

under R.A. No. 11302, its IRR and other ARTA issuances. The PIA CART must facilitate and assist various departments and offices involved during the development and implementation of e-BOSS, including logistical and personnel requirements, security of the system, development of a communication plan, implementation of contingency measures, and protection of data and information, as applicable;

13. Coordinate with the Agency's offices the dissemination of ARTA Information, Education, and Communication materials for public consumption;
14. Perform such other functions, duties and responsibilities under R.A. No. 11302 (amending R.A. No. 9485), its IRR, and other ARTA issuances.

ARTA M.C No. 2020-07, s. 2020 is attached to this Office Order for reference.

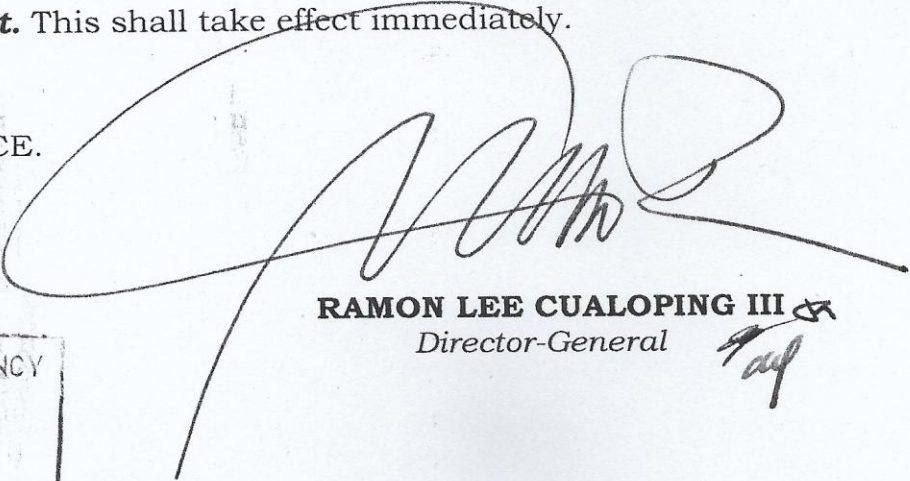
Section 4. Complete dissemination. The Records Section shall furnish copies of this Order to all personnel of the PIA Proper, Bureau of Communication Services, Freedom of Information-PMO, the ARTA in accordance with Item 6.3 of the ARTA M.C No. 2020-07, s. 2020, as well as the resident auditors of COA.

Section 5. Separability. If any provision contained herein is held contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

Section 6. Repealing Clause. All Orders or issuances not consistent herewith are considered repealed/superseded/amended accordingly.

Section 7. Effect. This shall take effect immediately.

FOR COMPLIANCE.


RAMON LEE CUALOPING III
Director-General

PHILIPPINE INFORMATION AGENCY
BY: GLENN
DATE/TIME: 11 NOV 2022 10:06AM