



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

July 15, 2020

REGIONAL MEMORANDUM

No. **374** s. 2020

To: Schools Division Superintendents
Regional Office Chiefs/Section/Unit Heads

**DEPED COMPLIANCE TO ADMINISTRATIVE ORDER NO. 23, S. 2020
AS IMPLEMENTED BY ANTI-RED TAPE AUTHORITY (ARTA)**

1. Attached is Memorandum (DM-PHROD-2020-00218) dated 29 June 2020 with the subject **DepEd Compliance to Administrative Order No. 23, s. 2020 as implemented by Anti-Red Tape Authority (ARTA)**.
2. Relative thereto, the Schools Division Superintendents and Regional Office Chiefs, Section and Unit Heads are directed to accomplish the attached templates and submit the same to this Office Attention: Personnel Section on or before **July 23, 2020** for consolidation and submission to DepED Central Office on July 24, 2020.
3. Immediate compliance with this Memorandum is desired.


RAMIR B. UYTICO EdD, CESO IV
Director IV 

References: DM-PHROD-2020-00218 and OUA-MEMO 01-0320-0711

Enclosures: DM-PHROD-2020-00218 and OUA-MEMO 01-0320-0711

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

ANTI-RED TAPE AUTHORITY
CITIZEN'S CHARTER
COMPLIANCE

AD-PS-EDR





Republic of the Philippines
Department of Education

Tanggapan ng Pangalawang Kalihim
Office of the Undersecretary

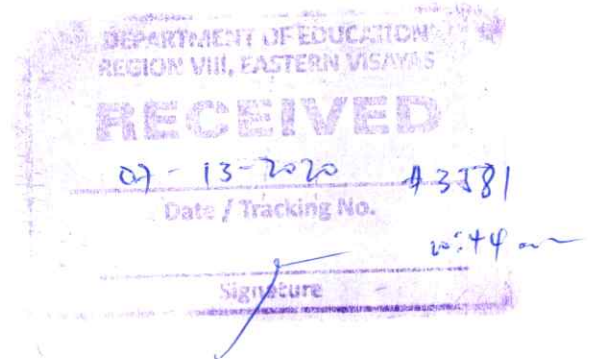
MEMORANDUM
DM-PHROD-2020-00218

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

FROM: 
JESUS I.R. MATEO
Undersecretary

SUBJECT: DepEd Compliance to Administrative Order No. 23, S. 2020 as
implemented by Anti-Red Tape Authority (ARTA)

DATE: 29 June 2020



In reference to the Anti-Red Tape Authority (ARTA) Memorandum Circular no. 2020-04 on the *Guidelines for Compliance to Administrative Order no. 23, s. 2020 entitled "Eliminating Overregulation to Promote Efficiency of Government Processes"*, the Department of Education (DepEd) is directed to submit the **Compliance Report** and **Service Information** of all frontline services offered by the agency to the public.

Per item 4.3 on the ARTA MC 2020-04, the Compliance Report should have the following information:

- All services which the agency offers to the public;
- The governing laws and its corresponding provision that empowers the government agency to regulate or provide the service;
- The list of regulations/issuances that provide guidelines, rationale, among others, of the identified service (electronic copies must also be submitted);
- Details on the service information as indicated in the DepEd Citizen's Charter submitted to ARTA; and
- Updated Citizen's Charter of the agency.

In view thereof, the list of external services provided by DepEd to the public shall be culled out from the DepEd Citizen's Charter. DepEd offices and units in the Central, Regional and Schools Division levels that have external services are requested to prepare the necessary information as shown in Annex A on the Sample Compliance Report and Service Information. Specifically, offices are instructed to provide the relevant information from Columns 2 to 6 of Administrative Order No. 23 Compliance Report Template (*Annex A Part I*). The same manner shall be applied to column 2 and column 4 of Service Information per Government Service template (*Annex A Part II*).

ORD 921
7-14-20

The Bureau of Human Resource and Organizational Development - Organization Effectiveness Division (BHROD-OED) shall coordinate with the concerned offices to provide technical assistance and facilitate the report preparations.

Deadline of submission is on **July 15, 2020** to give ample time for BHROD-OED to consolidate all the reports prior to its submission to ARTA on July 25, 2020.

The following documents are attached for easy reference of all offices:

- a. Annex A: Sample Compliance Report and Service Information
- b. Annex B: Copy of ARTA Memorandum Circular 2020-04

For clarifications or queries, please contact **Ms. Pia Pangilinan** at 0917-8725850 or email at bhrod.oed@deped.gov.ph.

For the guidance and immediate action of the concerned offices.

ANNEX A: SAMPLE COMPLIANCE REPORT

I. ADMINISTRATIVE ORDER NO. 23 COMPLIANCE REPORT

| GOVERNMENT SERVICE | LEGAL BASIS | | OFFICE/AGENCY REGULATIONS | | |
|--|--|--|---------------------------|------------------------|---|
| | Governing Law(s) (Number and Short Title) | Specific Provision in the Governing Law(s) as Basis | Issuance/Policy Title | Date of Effectivity | Other Issuances/Policies it Effectively Repeals/Amends |
| (1) Application for National Career Assessment Examination (NCAE) - BEA-EAD | (2) | (3) | (4) | (5) | (6) |
| Application for Philippine Educational Placement Test (PEPT) - BEA-EAD | | | | | |

II. SERVICE INFORMATION PER GOVERNMENT SERVICE

| GOVERNMENT SERVICE: Application for National Career Assessment Examination (NCAE) | | | | | |
|---|------------------------------|---|--------------------|------------------------------------|---|
| SERVICE INFORMATION | | | | | |
| Requirement | LIST OF STEPS AND PROCEDURES | | | Total Processing Time (5) | Total Fees to be Paid (6) |
| | Legal Basis (2) | Client Steps/Procedures as indicated in the Citizen's Charter (3) | Legal Basis (4) | | |
| Takers must be in Grade 9 or 10 | (2) | Present the documents to BEA - Education Assessment Division (EAD) Room for the approval of the request | (4) | 5 minutes | None |
| Recommendation letter from the principal (1 Original Copy) | | Proceed to the verification room for the scheduling of exam | | 5 minutes | None |
| Letter of intent from the parent/s of the examinee (1 Copy) | | Pay a testing fee at the Cashier's Office, Ground Floor Alonzo Bldg. | | 5 minutes | Graduated beyond 2006 - PHP 200.00; before 2006 - PHP 100.00 |
| Letter of intent from the examinee (1 Copy) | | Take the examination on scheduled date | | 1 day | None |
| | | Claim the COR by presenting the examinee stub and the OR in the Verification and Releasing Room of EAD | | 5 days | None |
| TOTAL | | | TOTAL | 6 days, 15 minutes | Graduated beyond 2006 - PHP 200.00; before 2006 - PHP 100.00 |

I. ADMINISTRATIVE ORDER NO. 23 COMPLIANCE REPORT

| GOVERNMENT SERVICE (1) | LEGAL BASIS | | | OFFICE/AGENCY REGULATIONS | | |
|--|---|--|------------------------------|----------------------------|---|--|
| | Governing Law(s) (Number and Short Title) (2) | Specific Provision in the Governing Law(s) as Basis (3) | Issuance/Policy Title (4) | Date of Effectivity (5) | Other Issuances/Policies it Effectively Repeals/Amends (6) | |
| Issuance of Certification as Principal's Test Passer | | | | | | |

II. SERVICE INFORMATION PER GOVERNMENT SERVICE

GOVERNMENT SERVICE: Issuance of Certification as Principal's Test Passer

SERVICE INFORMATION

| LIST OF REQUIREMENTS | | LIST OF STEPS AND PROCEDURES | | Legal Basis (4) | Total Processing Time (5) | Total Fees to be Paid (6) |
|--|------------------------|--|---|------------------------|----------------------------------|----------------------------------|
| Requirement (1) | Legal Basis (2) | Client Steps/Procedures as indicated in the Citizen's Charter (3) | | | | |
| Letter of Request – 1 Original copy | | Present the Letter Request to the issuing office | Receive the Letter Request and file under Requests | | 10 minutes | None |
| Memorandum on the Result of Principals Test for the applicable year – 1 Copy | | | Check/validate the result of the principal's test to the official records | | 10 minutes | None |
| | | | If found in the record as passer then the in-charge drafts a certification for review and initial of the Chief ES | | 30 minutes | None |
| | | | Forward to the Office of the Regional Director for approval and signature | | 30 minutes | None |
| | | | Return the approved Certification to HRDD | | 30 minutes | None |
| | | Receive copies of the Certification | Forward to the Record Section for release of the document and provide 2 copies to the requestor and files 1 copy | | 20 minutes | None |
| | | | | | 2hours, 10 minutes | |

| | | |
|--|--------------|--|
| | | |
| | | |
| | TOTAL | |
| | | |

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By: *h* Date: **MAR 11 2020**



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Republika ng Pilipinas

Kagawaran ng Edukasyon

Tanggapan ng Pangalawang Kalihim

OUA MEMO 01-0320-0711

MEMORANDUM

06 March 2020

**For: Undersecretaries
Assistant Secretaries
Regional Directors and BARMM Regional Secretary
Schools Division Superintendents
All Others Concerned**

**Subject: ADMINISTRATIVE ORDER NO. 23 - ELIMINATING OVER
REGULATION TO PROMOTE EFFICIENCY OF GOVERNMENT
PROCESSES**

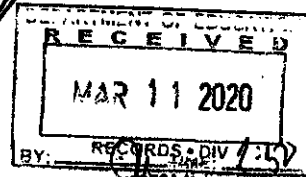
For the information and guidance of all concerned, attached herewith is a copy of Administrative Order No. 23 promulgated on 21 February 2020, entitled: Eliminating Overregulation to Promote Efficiency of Government Processes."

Please take note that this order provides the directive to hasten the reform of processes of national government agencies in order to eliminate overregulation and to retain only steps, procedures and requirements as may be necessary to fulfill the legal mandates and policy objectives.

Immediate dissemination of this Administrative Order is hereby enjoined.

Thank you.

ALAIN DEL B. RASQUA
Undersecretary



Office of the Undersecretary for Administration

(Administrative Services, Information and Communications Technology, Disaster Risk Reduction and Management, Schools Health, Youth Formation, Baguio Teachers' Camp, Education Facilities/School Buildings)
Department of Education, Central Office, Meralco Avenue, Pasig City
Room 519, Mabini Building; Mobile: +639260320762; Landline: +6326337203, +6326376207
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MALACAÑAN PALACE
MANILA

BY THE PRESIDENT OF THE PHILIPPINES

ADMINISTRATIVE ORDER NO. 23

**ELIMINATING OVERREGULATION TO PROMOTE EFFICIENCY OF
GOVERNMENT PROCESSES**

WHEREAS, Section 20, Article II of the Constitution recognizes the indispensable role of the private sector, encourages private enterprise, and provides incentives to needed investments;

WHEREAS, under Section 2 of Republic Act (RA) No. 9485, as amended by RA No. 11032 or the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018," the State is mandated to maintain a program for the adoption of simplified requirements and procedures that will reduce red tape and expedite business and nonbusiness related transactions in government;

WHEREAS, increasing competitiveness and the ease of doing business are pillars of this Administration's Ten-Point Socio-economic Agenda;

WHEREAS, excessive regulations at all levels of government, which are more than necessary to implement their respective mandates, create high costs on businesses, inhibit job creation, and discourage private sector investment;

WHEREAS, under Section 17 of RA No. 9485, as amended, the Anti-Red Tape Authority (ARTA) is mandated to implement various ease of doing business and anti-red tape reform initiatives aimed at improving the regulatory environment to be more conducive to business operations;

WHEREAS, pursuant to RA No. 9485, as amended, the ARTA shall coordinate with all government offices in the review of existing laws and executive issuances, and recommend the repeal of the same if deemed outdated, redundant and adds undue regulatory burden to the transacting public;

WHEREAS, Section 3(c), Rule IV of the Implementing Rules and Regulations (IRR) of RA No. 11032, requires all government agencies to review their respective Citizen's Charters, especially on the procedures, steps, processing time, documentary requirements and fees, with the end view of identifying and eliminating costly, redundant, unnecessary, ineffective and outdated regulations;

WHEREAS, RA No. 11234 or the "Energy Virtual One-Stop Shop Act," aims to ensure timely completion of energy-related projects by, among others, eliminating duplication, redundancy and overlapping mandates in documentary submissions and

THE PRESIDENT OF THE PHILIPPINES

processes, and for such purpose, the Energy Virtual One-Stop Shop (EVOSS) Steering Committee was established with the Office of the President as Chairperson; and

WHEREAS, Section 17, Article VII of the Constitution vests in the President the power of control over all executive departments, bureaus and offices;

NOW, THEREFORE, I, RODRIGO ROA DUTERTE, President of the Philippines, by virtue of the powers vested in me by the Constitution and existing laws, do hereby order:

Section 1. Elimination of Overregulation. All national government agencies covered by Section 3 of RA No. 9485, as amended, are directed to hasten the reform of their processes in order to eliminate overregulation. They shall retain only such steps, procedures and requirements as may be necessary to fulfill their legal mandates and policy objectives. All processes in excess thereof, including those which are redundant or burdensome to the public, shall be deemed manifestations of overregulation and shall be removed accordingly.

In pursuit of the reforms directed herein, the entirety of an agency's processes for the availing of its services shall be subject to scrutiny, from the most established and longstanding aspects thereof to the most recent. The imposition of tedious or time-consuming regulations on socially beneficial activities, as to render such activity impossible or extremely difficult to undertake, shall be especially targeted for reform.

Section 2. Compliance. The ARTA, pursuant to its mandates under RA No. 9485, as amended, in coordination with the Anti-Red Tape Unit established per covered agency, shall monitor and ensure compliance with this directive to eliminate overregulation.

Within sixty (60) working days from the effectivity of this Order, all national government agencies covered under Section 3 of RA No. 9485, as amended, shall provide the ARTA, copy furnished the Office of the President, with a Compliance Report on how their respective Citizen's Charters conform with the requirements of RA No. 9485, as amended. In particular, the Compliance Report shall contain the following:

- a. List of regulations issued by the covered agency that govern each type of service offered to the public;
- b. Particular steps or procedures, requirements and processing times necessary to be accomplished per service, as indicated in the agency's revised/updated Citizen's Charter;
- c. The legal basis for each regulation, as well as the legal or policy justification for each step or procedure and requirement; and
- d. Relevant provisions of its Citizen's Charter which comply with RA No. 9485, as amended, especially on Section 5 (*Reengineering of Systems and Procedures*), Section 7 (*Zero-Contact Policy*), and Section 9 (*Accessing Government Services*) including the prescribed processing times and limitation on the number of signatories.

Processes Applicable to Energy-Related Projects. For processes applicable to energy-related projects, the timelines provided by RA No. 11234 shall be complied with.

Section 4. Review and Reporting. The ARTA shall review and evaluate the Compliance Reports submitted by the covered agencies, and within six (6) months from the deadline of submission of the said reports shall submit to the Office of the President, through the Office of the Executive Secretary, its findings and recommendations, including the compliance of covered agencies to the requirements of RA No. 9485, as amended, as well as data on the total number of regulations repealed, percentage of rules cut or simplified, and estimated amount of regulatory costs saved by the Government per covered agency as a result of implementing this Order.

With respect to covered agencies with processes falling within the scope of RA No. 11234, the ARTA shall review and evaluate their Compliance Reports, and formulate its findings and recommendations, in coordination with the EVOSS Steering Committee.

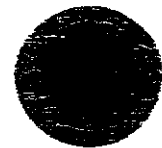

Section 5. Sanctions. Failure to comply with this Order shall result in the filing of appropriate administrative cases pursuant to the Civil Service Commission Rules on Administrative Cases in the Civil Service, and other relevant laws, rules and regulations.

Section 6. Repealing Clause. All other executive issuances, rules and regulations or parts thereof which are inconsistent with the provisions of this Order are hereby repealed, amended or modified accordingly.

Section 7. Separability. Should any part or provision of this Order be held unconstitutional or invalid, the other parts or provisions not affected thereby shall continue to be in full force or effect.

Section 8. Effectivity. This Order shall take effect immediately.

DONE, in the City of Manila, this 21st day of February, in the Year of our Lord, Two Thousand Twenty.



By the President:


SALVADOR C. MEDIALDEA
Executive Secretary



REPUBLIC OF THE PHILIPPINES
PRRD 2016 - 014153

