



Republic of the Philippines
Department of Environment and Natural Resources
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NOTICE OF MEETING

FOR/TO : Chairperson, All Bureaus Committee on Anti-Red Tape (CART)
Chairperson, Attached Agencies CART
Heads, All Sub-Committees on Anti-Red Tape (Sub-CARTs)
Sub-Committee on Policy and Regulation- Regulatory Impact/Assessment
CART Secretariat
PSD Technical Staff

FROM : The Undersecretary for Legal and Administration and
Chairperson, DENR Committee on Anti-Red Tape

DATE/TIME : 06 July 2023 (Thursday) / 10:00 AM

RESOURCE PERSONS : Anti-Red Tape Authority (ARTA)/
ARTA- Better Regulations Office (ARTA-BRO)

VENUE : Combination of Virtual Meeting via Zoom and
In-Person Meeting at FMB Conference Room

Meeting ID: 469 574 5952

AGENDA :

1. ARTA Memorandum Circular No. 2022-06 or the Establishment of the National Policy on Regulatory Management System (NPRMS); and
2. Other related concerns on the implementation of NPRMS.

ATTY. ERNESTO D. ADOBO, JR., CESO I

** Kindly confirm your attendance, if via zoom or face to face
at psd division @ gmail. com until 03 July 2023.*

MEMO NO. 2023-546



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SPECIAL ORDER
No. 2021 - 325

JUN 16 2021

**SUBJECT: CREATION OF THE DENR's COMMITTEE ON ANTI-RED TAPE
(CART)**

In the interest of the service, and pursuant to Republic Act (RA) 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018, Joint Memorandum Circular (JMC) No. 2019-001 or the Implementing Rules and Regulations (IRR) of RA 11032, and Anti-Red Tape Authority (ARTA) MC No. 2020-07¹, the DENR's Committee on Anti-Red Tape (CART) is hereby created to be composed of the following:

I. DENR's Committee on Anti-Red Tape (CART)

	Name	Designation/Office
Chairperson	Atty. Ernesto D. Adobo, Jr.	Undersecretary for Legal, Administration, Human Resources and Legislative Affairs
Co-Chair	Atty. Juan Miguel T. Cuna	Undersecretary for Field Operations and Environment
Vice-Chair	Marcial C. Amaro, Jr.	Assistant Secretary for Policy, Planning and Foreign Assisted and Special Projects
Members	Atty. Daniel Darius M. Nicer	Assistant Secretary for Enforcement
	Ruth M. Tawantawan	Assistant Secretary for Administration and Human Resources
	Nonita S. Caguioa	Assistant Secretary for Finance, Information Systems and Mining Concerns
	Gilbert C. Gonzales	Assistant Secretary for Field Operations-Luzon
	Joselin Marcus E. Fragada	Assistant Secretary for Field Operations-Visayas
	Joan A. Lagunda	Assistant Secretary for Field Operations-Mindanao and Legislative Affairs

The DENR's CART shall perform the tasks provided under Item 6.2 of ARTA MC No. 2020-07. To address the numerous topics or concerns under RA 11032 and its IRR, as

¹ Guidelines on the Designation of a Committee on Anti-Red Tape (CART) in the Agencies concerned in compliance with Republic Act No. 11032

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well as ensure the performance of its functions, duties and responsibilities, a Sub-Committee on Anti-Red Tape (Sub-CART) shall be created.

II. Regional, Bureau, and Attached Agencies CART

In order to strengthen the coordination with the DENR's CART on the implementation of RA 11032 and its IRR as well as ARTA MC 2020-07, all Regional Offices, Bureaus, and Attached Agencies shall create their respective CART to be composed of at least (5) five members, including the Chair and Vice Chair.

On the part of the Regional Offices, the "preferred" members are representatives from the Planning, Administrative, Finance, and Land Patents and Deeds Divisions. They shall also designate their principal and alternate Focal Persons for Regional CART to ensure the monitoring and implementation of regional activities on 1) Citizen's Charter, 2) Streamlining and Process Improvement for Critical Services (SPICS), and 3) Client Satisfaction Survey (CSS).

All Regional Offices, Bureaus, and Attached Agencies shall submit to this Office, through the Chairperson of DENR's CART the composition of their CART, as well as names of the principal and alternate Focal Persons for the Regional CART within fifteen (15) days from issuance of this Special Order (SO).

III. Secretariat

The Management Division of the DENR Central Office shall serve as the Secretariat of the DENR's CART and Sub-CART. They shall perform the following tasks:

1. Provide overall logistical and administrative support and ensure management of personnel;
2. Prepare minutes of meetings and proceedings on consultations;
3. Monitor compliance of all offices concerned for updating and timely reporting; and
4. Take custody of records and other relevant documents.

Expenses to be incurred by the DENR's CART shall be charged against the DENR Central Office funds. Likewise, expenses to be incurred by the Regional, Bureau, and Attached Agencies CARTs, as well as principal and alternate Focal Persons for the Regional CART shall be charged against their respective Offices, subject to the usual accounting and auditing rules and regulations.

All previous issuances inconsistent with this Order, such as SO Nos. 2019-419² and 2020-09³ are hereby repealed accordingly.

This Order shall take effect immediately.

ROY A. CIMATU
Secretary



² Reconstitution of the DENR's Citizen's Charter Team

³ Addendum to Special Order 2019-419 on the Reconstitution of the DENR's Citizen's Charter Team



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OCT 19 2021

SPECIAL ORDER

No. 2021 - 551

SUBJECT : CREATION OF THE DENR CENTRAL OFFICE'S SUB-COMMITTEES ON ANTI-RED TAPE (SUB-CARTs)

In the interest of the service, and pursuant to Republic Act (RA) No. 11032, otherwise known as the "*Ease of Doing Business and Efficient Delivery of Government Service Act of 2018*", Anti-Red Tape Authority (ARTA) Memorandum Circular (MC) No. 2020-07¹, and DENR Special Order (SO) No. 2021-325, the DENR Central Office's Sub-Committees on Anti-Red Tape (Sub-CARTs) are hereby created and shall be composed of the following:

I. Policy and Regulation- Regulatory Impact Assessment (RIA)

	Name	Office
Head	The Director	Policy and Planning Service (PPS)
Assistant Head	The Chief	Policy Studies Division - PPS
	Representative	Program Monitoring and Evaluation Division - PPS
		Planning and Programming Division - PPS
		Management Division - FMS
		Records Management Division - AS

II. Citizen's Charter (CC) Compliance and Monitoring

	Name	Office
Head	The Director	Legal Affairs Service (LAS)
Assistant Head	The Chief	Internal Affairs Division - LAS
Members	The Chief	Management Audit Division - IAS
		Management Division - FMS
	Representative	Internal Affairs Division - LAS
		- Quality Management System

¹ Guidelines on the Designation of a Committee on Anti-Red Tape (CART) in the Agencies concerned in compliance with Republic Act No. 11032

III. Streamlining and Process Improvement of Critical Services (SPICS) in the DENR

	Name	Office
Head	The Director	Internal Audit Service (IAS)
Co-Head	The Director	Financial and Management Service (FMS)
Assistant Head	The Chief	Management Audit Division - IAS
Co-Assistant Head	The Chief	Management Division -FMS
Members	The Chief	Program Monitoring and Evaluation Division - PPS
		Statistics and Data Resource Management Division - KISS
		Information Systems Division - KISS
		Internal Affairs Division - LAS
		Accounting Division - FMS
		Budget Division - FMS
		Public Information Division - SCIS
		Project Monitoring and Evaluation Division - FASPS
		Records Management Division -AS
		Procurement Section-PSMD-AS and Head of BAC Secretariat
		Representative
		Land Management Bureau
		Forest Management Bureau

IV. Customer Feedback Mechanism and Measurement and Public Assistance

	Name	Office
Head	The Director	Strategic Communication and Initiatives Service (SCIS)
Assistant Head	The Chief	Statistics and Data Resource Management Division - KISS
Members	The Head	DENR Action Center/Hotline
	The Chief	Stakeholders Management and Conflict Resolution Division - SCIS
		Public Information Division - SCIS
		Program Monitoring and Evaluation Division - PPS
		Internal Affairs Division - LAS

V. Information Systems Integration- Philippine Business Regulations Information System (PBRIS), and Anti-Red Tape Electronic Management Information System (ARTEMIS)

	Name	Office
Head	The Director	Knowledge and Information Systems Service (KISS)
Assistant Head	The Chief	Information Systems Division - KISS
Members	The Chief	Network Infrastructure Management Division - KISS
		Statistics and Data Resource Management Division - KISS
		Management Division - FMS
	Representative	Policy Studies Division - PPS

VI. Project National Effort for the Harmonization of Efficient Measures of Interrelated Agencies (NEHEMIA), Energy Virtual One Shared System (EVOSS), and TradeNet Online Platform (TradeNet)

	Name	Office
Head	Director and Chief of Staff	Office of the USEC for Field Operations and Environment
Assistant Head	The Director	Office of the ASEC for Field Operations - Mindanao and Legislative Affairs
Members	Representative	- Office of the Asec for Field Operations for Luzon
		- Office of the Asec for Field Operations for Visayas
		- Office of the Asec for Field Operations for Mindanao
		- Policy Studies Division - PPS

On the mandatory TradeNet Online Platform (TradeNet) Onboarding for the Trade Regulatory Government Agencies (TRGAs) pursuant to ARTA MC 2021-01, the Office of the Undersecretary for Field Operations and Environment shall immediately refer to the Regional CART and/or Bureau CART concerned any issue or concern on TradeNet pursuant to the Memorandum dated 31 May 2021 of the Undersecretary for Field Operations and Environment to all Regional Executive Directors.

The Sub-CART concerned shall tap the services of any personnel in the Bureau/Bureau CART, Regional Office/Regional Office CART, and Attached Agency/Attached Agency CART concerned, as the case may be, and the latter, in assisting the former, shall sit as representatives to any of the above Sub-CART in line with Item II of SO No. 2021-325 on the creation of the DENR's Committee on Anti-Red Tape (CART) and strengthening of coordination between such CART and the Bureau, Regional, and Attached Agency CART. It shall also conduct trainings to capacitate all


offices and personnel concerned in coordination with the Training and Development Division (TDD), Human Resource Development Service (HRDS).

Any document that will be submitted by the Sub-CART concerned to the DENR's CART for the signature of the Chair, or in his absence, the Co-Chair or Vice-Chair, shall be coursed through the Management Division which will serve as the CART Secretariat and official repository of all documents, records, and communications relative to the implementation of RA 11032 and issuances of the ARTA. By reason of urgency and expediency, the Sub-CART concerned shall furnish the CART Secretariat a copy of the document submitted or that may be submitted to the appropriate office or government agency, such as but not limited to the ARTA, and Inter Agency Task Force (IATF) under Administrative Order (AO) No. 25 on matters relevant to the implementation of RA 11032.

Expenses to be incurred by the DENR Central Office's Sub-CARTs shall be charged against the DENR Central Office funds, subject to the usual accounting and auditing rules and regulations.

All previous issuances inconsistent with this Order are hereby repealed accordingly.

This Order shall take effect immediately.


ATTY. ERNESTO D. ADOBO, JR., CESO I
Undersecretary
Legal, Administration,
Human Resources, and Legislative Affairs

