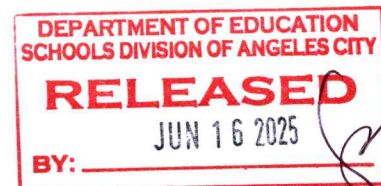




Republic of the Philippines  
**Department of Education**

REGION III  
SCHOOLS DIVISION OFFICE OF ANGELES CITY



16 June 2025

**DIVISION MEMORANDUM**

No. 180, s. 2025

**SUBMISSION OF THE UPDATED COMPOSITION OF DEPED COMMITTEE ON ANTI-RED TAPE (CART) AND SUB-CART MEMBERS FOR FY 2025**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Unit Heads  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1 In compliance with the DepEd Memorandum No. 040 s. 2025, titled, "Updated Composition of the Department of Education Committee on Anti-Red Tape (CART) in the Central Office and Sub-Cart in Field Offices and Schools, and Memorandum DM-0UHROD-2025-1479, titled, "Submission of the List of DepEd Committee on Anti-Red Tape (CART) And Sub-CART Members for FY 2025". the Schools Division Office of Angeles City CART shall be composed of the following:

NAME	POSITION	DESIGNATION
Engr. Edgard C. Domingo PhD, CESO V	Schools Division Superintendent	Chairman
Edgar L. Manabat PhD	SGOD - Chief ES	Member
Maria Cristina S. Sarmiento	Administrative Officer V	Member
Atty. Paul Nikon T. Alcayro	Legal Officer III	Member
Aveneir V. Mendoza	Information Technology Officer I	Member

**2. For School Level:**

- a. Lead : School Head
- b. Members : Non-Teaching Personnel

3. The schools are required to submit their Sub-CART to the link provided below, **on or before July 15, 2025:**

**[bit.ly/2025DepEdCARTSchools](https://bit.ly/2025DepEdCARTSchools)**

4. The following are the additional functions, duties and responsibilities of the DepEd CART, aside from those outlined in ARTA MC 2023-08:

- 4.1 Coordinated with the ARTA and other stakeholders for RA 11032-related updates and concerns;



Jesus St., Brgy. Pulungbulu, Angeles City 2009  
 [\(045\) 901-9498/angeles.city@deped.gov.ph](mailto:(045)901-9498/angeles.city@deped.gov.ph)



Republic of the Philippines  
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REGION III  
SCHOOLS DIVISION OFFICE OF ANGELES CITY

- 
- 4.2 Facilitate compliance with RA 11032 requirements such as the Citizen's Charter, Client Satisfaction Measurement Report, Zero Backlog Program and Agency Action Plan
  - 4.3 Lead and/or allocate funding, for RA 11032-related programs, projects and activities (PPAs);
  - 4.4 Enlist awareness and support on RA 11032 through information dissemination; and
  - 4.5 Provide technical assistance on RA 11032-related matters.
5. Immediate and wide dissemination of and strict compliance with this Memorandum are earnestly desired.

**ENGR. EDGARD C. DOMINGO PhD CESO V**  
Schools Division Superintendent

*Encl.: DM 040 s. 2025, DM-OUHROD-2025-1479*

*Reference: As stated*

*To be indicated in the Perpetual Index under the following subjects:*

SUBMISSION OF SUB-CART ANTI RED TAPE COMMITTEE

MCS/AOV/June 16, 2025



Republika ng Pilipinas  
**Department of Education**

**OFFICE OF THE UNDERSECRETARY**  
**HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT**

**MEMORANDUM**

**DM-OUHROD-2025-1479**


**FOR : UNDERSECRETARIES**  
**ASSISTANT SECRETARIES**  
**BUREAU/SERVICE DIRECTORS**  
**REGIONAL DIRECTORS**  
**SCHOOLS DIVISION SUPERINTENDENTS**  
**ALL OTHERS CONCERNED**

**FROM : WILFREDO E. CABRAL**  
*Undersecretary*  
*Human Resource and Organizational Development*  
*Vice Chairperson, DepEd Committee on Anti-Red Tape*


**SUBJECT : SUBMISSION OF THE LIST OF DEPED COMMITTEE ON ANTI-RED TAPE (CART) AND SUB-CART MEMBERS FOR FY 2025**

**DATE : 09 June 2025**

Relative to the issuance of DepEd Memorandum (DM) No. 040, s. 2025 titled *Updated Composition of the Department of Education Committee on Anti-Red Tape in the Central Office and Sub-CART in Field Offices and Schools* dated 28 April 2025, these offices are requested to comply with the following:

Governance Level	Action Requested	Link / QR Code
Central Office (CO)	<ul style="list-style-type: none"><li>Nomination of one (1) representative per office/bureau/division/service/unit and submit the names of designated CART members based on DM No. 040, s. 2025 in the link provided</li></ul>	<a href="https://bit.ly/2025DepEdCART">bit.ly/2025DepEdCART</a> 
Regional Office (RO)	<ul style="list-style-type: none"><li>Regional Director to issue an office order (OO) designating the Sub-CART in the RO based on DM 040, s. 2025</li><li>Nominate one (1) representative per RO and submit the List of Sub-CART in the RO and upload the copy of the OO in the link provided</li></ul>	



Schools Division Office (SDO)	<ul style="list-style-type: none"> <li>Schools Division Superintendent to issue an OO designating the Sub-CART in the SDO and reminding schools to designate their Sub-CART based on DM 040, s. 2025</li> <li>Nominate one (1) representative per SDO and submit the List of Sub-CART in the SDO and upload the copy of the OO in the link provided</li> </ul>	
School	<ul style="list-style-type: none"> <li><i>While schools are not required to release an issuance and submit the composition of their Sub-CART, School Heads and Teachers-in-Charge are requested to designate Sub-CART members in their school for easier coordination with SDOs for RA 11032-related concerns</i></li> </ul>	<a href="https://bit.ly/2025DepEdCARTSchools">bit.ly/2025DepEdCARTSchools</a> 

The deadline for submission of the List of CART / Sub-CART on the link is **on or before 15 July 2025**.

It shall be reiterated that all governance levels shall not make individual submissions of the list of their CART/Sub-CART directly to the Anti-Red Tape Authority (ARTA). Submissions shall be collated by the DepEd CART Secretariat in the Central Office in one agency-wide report, to be signed by the DepEd Secretary or his designated representative and forwarded to the ARTA.

For more information on this issuance, contact the DepEd CART Secretariat, Bureau of Human Resource and Organizational Development-Organization Effectiveness Division (BHROD-OED) at [citizenscharter@deped.gov.ph](mailto:citizenscharter@deped.gov.ph) or (02) 8633-5375.

Enclosure: DM No. 040, s.2025

**Copy furnished:**  
Office of the Secretary, Department of Education



Republic of the Philippines  
**Department of Education**

DepEd MEMORANDUM  
No. **040**, s. 2025

APR 28 2025

**UPDATED COMPOSITION OF THE DEPARTMENT OF EDUCATION COMMITTEE  
ON ANTI-RED TAPE IN THE CENTRAL OFFICE AND SUB-CART  
IN FIELD OFFICES AND SCHOOLS**

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

1. In compliance with Republic Act (RA) No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 and Memorandum Circular (MC) No. 2023-08, s. 2023 titled Amendment on Certain Provisions of Anti-Red Tape Authority (ARTA) Memorandum Circular No. 2020-07 dated September 30, 2020, Pertaining to the Guidelines on the Designation of a Committee on Anti-Red Tape (CART), the Department of Education (DepEd) issues this Memorandum to update the **Composition of the DepEd Committee on Anti-Red Tape (CART) and Sub-CART**:

<b>Table 1: DepEd CART (Central Office [CO])</b> <i>based on Section 3.2 (6.1 – Composition) of MC 2023-08, s. 2023</i>	
Chairperson	Secretary of Education
Vice Chairperson	Executive Committee (ExeCom) in charge of Human Resource and Organizational Development
Members	<ol style="list-style-type: none"><li>ExeCom in charge of Senior Personnel Oversight and Head of Procuring Entity (HoPE)</li><li>ExeCom in charge of Government Relations, Field Operations, and Infrastructure Oversight</li><li>ExeCom in charge of Strategic Management</li><li>ExeCom in charge of Legal and Legislative Affairs</li><li>ExeCom in charge of Information and Communication Technology Service (ICTS)</li><li>Member units as represented by the Director of the following:<ul style="list-style-type: none"><li>Administrative Service (AS)</li><li>Bureau of Human Resource and Organizational Development (BHROD)</li><li>ICTS</li><li>Legal Service (LS)</li><li>Policy and Planning Service (PPS)</li><li>Public Affairs Service (PAS)</li></ul></li><li>From each CO office - Head of Office and one permanent employee</li></ol>
Secretariat	8. BHROD-Organization Effectiveness Division (BHROD-OED)

2. Field offices and schools are likewise reminded to have a **DepEd Sub-CART** in place, composed of the following, which are focal persons for each governance level:

<b>Table 2: DepEd Sub-CART (Field Offices and Schools)</b>			
	<b>Regional Office</b>	<b>Schools Division Office</b>	<b>School</b>
Chairperson	Regional Director	Schools Division Superintendent	School Head
Members	At least one representative each: <ul style="list-style-type: none"> <li>• Administrative Division</li> <li>• ICT Unit</li> <li>• Legal Unit</li> <li>• Public Affairs Unit</li> <li>• Quality Assurance Division</li> </ul>	At least one representative each: <ul style="list-style-type: none"> <li>• Administrative Service</li> <li>• ICT</li> <li>• Legal</li> <li>• Schools Governance and Operations Division</li> </ul>	Nonteaching personnel

3. A separate issuance shall be released to provide guidance on the issuance of office orders designating the composition of the DepEd Sub-CART by schools division superintendents and regional directors. Since the Sub-CARTs form part of the DepEd CART, they are subject to the control and supervision of the DepEd CART.

4. The CART emphasizes the role of government agencies and the accountability of agency heads to reduce bureaucratic red tape and corruption. Based on the law, the CART shall be responsible for the implementation of RA 11032, especially the following:

- a. Reengineering of Systems and Procedures,
- b. Streamlining and digitization,
- c. Whole-of-Government Approach,
- d. Regulatory Management System and Regulatory Impact Assessment,
- e. Registration of new regulations and issuances,
- f. Citizen's Charter,
- g. Zero Contact Policy,
- h. Adoption of working schedules to serve clients,
- i. Identification Card,
- j. Public Assistance and Complaints Desk,
- k. Client feedback mechanism and satisfaction measurement,
- l. Knowledge transfer of ARTA-related trainings, and
- m. Dissemination of ARTA information, education, and communication materials.

5. The functions, duties, and responsibilities of the DepEd CART are stated in detail in ARTA MC 2023-08, which may be accessed at <https://arta.gov.ph/wp-content/uploads/2023/12/MC-2023-08.pdf>.

6. In relation to ARTA MC 2023-08, the following are the additional responsibilities of DepEd CART and Sub-CART:

- a. Coordinate with the ARTA and other stakeholders for RA 11032-related updates and concerns;

- b. Facilitate compliance with RA 11032 requirements such as the Citizen's Charter, Client Satisfaction Measurement Report, Zero Backlog Program, and Agency Action Plan;
  - c. Lead and/or allocate funding for RA 11032-related programs, projects, and activities (PPAs);
  - d. Enlist awareness and support on RA 11032 through information dissemination; and
  - e. Provide technical assistance on RA 11032-related matters.
7. The DepEd CART shall be supported by a Secretariat, lodged at the BHROD-OED, which shall
  - a. provide administrative assistance to the DepEd CART,
  - b. manage communication channels and database of RA 11032 documents, and
  - c. monitor the status of compliance with RA 11032 requirements.
8. An online orientation on RA 11032 shall be conducted by the DepEd CART by the third quarter of 2025 to strengthen compliance with the Act at all governance levels.
9. All other issuances, rules, and regulations which are inconsistent with the provisions of this Memorandum are repealed accordingly.
10. For more information, please contact the **DepEd CART Secretariat**, BHROD-OED, Room 416, Mabini Building, DepEd Complex, Meralco Avenue, Pasig City, through email at [citizenscharter@deped.gov.ph](mailto:citizenscharter@deped.gov.ph) or at telephone number (02) 8633-7206.
11. Immediate dissemination of this Memorandum is desired.

  
**SONNY ANGARA**  
Secretary

Reference:

Office Order OO-OSEC-2022-108

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

BUREAUS AND OFFICES  
EMPLOYEES  
OFFICIALS  
SCHOOLS

