



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

September 7, 2023

MEMORANDUM TO:

**Asst. Schools Division Superintendent
SGOD and CID Chiefs
Education Program Supervisors
Public School District Supervisors
Elementary and Secondary School Heads
Teaching and Non-Teaching Personnel**

In compliance with the ARTA Advisory No. 002,s.2023, this Office hereby announces, for the information of all concerned, the composition of Division Committee on Anti-Red Tape as follows:

LEAD : **WILLIAM E. GANDO, CESO VI**
Schools Division Superintendent

MEMBERS : **JOMAR E. ENGUERRA**
Administrative Officer V
ARVIN E. ESMEÑA
ICT Coordinator
ATTY. NOEL B. EVAN
Attorney III
REX T. BARBIN
Education Program Supervisor

In relation to the aforementioned advisory, Elementary and Secondary School Heads are directed to **submit the names of their respective School Committee on Anti-Red Tape** to this Office **through the Office of the Administrative Officer V (Administrative Services) not later than October 22, 2023**. The recommended composition are:

LEAD: : School Head
MEMBERS (2): Teacher-designate
Non-teaching personnel (if applicable)

It is hereby enjoined that School Heads should download the DepEd Citizen's Charter from <https://www.deped.gov.ph/about-deped/citizenscharter/> as reference for frontline services of DepEd.

Immediate and wide dissemination of this memorandum is desired.

WILLIAM E. GANDO, CESO VI
Schools Division Superintendent



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