



EXECUTIVE ORDER NO. 01
Series of 2024

REORGANIZING THE COMMITTEE ON ANTI-RED TAPE (CART) OF THE MUNICIPAL GOVERNMENT OF ITOGON

Whereas Republic Act No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 mandates all government agencies, GOCCs and LGUs to adopt simplified requirements and procedures that will reduce red tape and expedite business and non-business-related transactions;

Whereas pursuant to section 8 of R.A. No. 11032, heads of offices or agencies shall be primarily responsible for the implementation of the Act and shall be held accountable to the public in rendering fast, efficient, convenient and reliable services;

Whereas consistent with the pertinent provisions of the afore-mentioned law and its IRR, on September 30, 2020 the Anti- Red Tape Authority (ARTA) issued Memorandum Circular No. 2020-07 which provides for the guidelines in the designation of a Committee on Anti-Red Tape (CART) in all agencies concerned;

Whereas the Committee on Anti-Red Tape of the Municipality of Itogon was created by virtue of Executive Order No. 18, series of 2021 and its members was designated by virtue of Administrative Order No. 21, series of 2021, both issued by the Local Chief Executive. And a reorganization of said committee was made on February 6, 2023 through the issuance of Administrative Order No. 06, Series of 2023 in order to fill up vacancies created due to changes in status of employment of former members, or other significant events that took place which caused such vacancies;

Whereas the ARTA recently issued Memorandum Circular No. 2023-08, Series of 2023 dated November 22, 2023 providing amendment on certain provisions of ARTA MC No. 2020-07;

Whereas with the recent ARTA issuance, there is a need to reorganize the CART to carry out the amendments on the composition and the duties and functions of the CART and other amendments;

NOW THEREFORE, by virtue of the powers vested in me as the Municipal Mayor of Itogon, I, BERNARD S. WACLIN, hereby REORGANIZE the Committee on Anti-Red Tape (CART) of the Municipal Government of Itogon as follows:

Section 1. Composition. The Committee on Anti-Red Tape of the Municipality of Itogon shall be composed of the following:

Chairperson: Municipal Mayor



Office of the Municipal Mayor

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Vice Chairperson: Chairperson, S.B. Committee on Personnel, Good Government, Public Ethics and Accountability

Members:

- Municipal Administrator
- All Department Heads
- President of the Liga ng mga Barangay
- Human Resource Management Officer III
- Records Officer III, Mayor's Office
- Computer Programmer III, Mayor's Office
- Business Permit and Licensing Officer-Designate
- Senior Environmental Management Specialist
- Attorney III
- President of Itogon Municipal Employees Association (IMEA)

Focal Persons:

- Fiscal Examiner III (Municipal Accounting Office)
- Local Revenue Collection Officer (Municipal Treasury Office)
- Budget Officer II (Municipal Budget Office)
- Records Officer I (Municipal Civil Registrar Office)
- Assistant Municipal Assessor (Municipal Assessor's Office)
- Agriculturist I (Municipal Agriculture Office)
- Building Inspector (Municipal Engineering Office)
- Zoning Officer II (Municipal Planning & Development Office)
- Administrative Officer V (Sangguniang Bayan Office)
- Nurse II (Municipal Health Services Office)
- Social Welfare Officer I (Mun. Social Welfare & Dev't Office)
- Records Officer II (Mayor's Office)
- Human Resource Management Officer II (Mayor's Office)

Section 2. Functions, Duties and Responsibilities. The CART shall perform the functions, duties and responsibilities enumerated under item 6.2 of ARTA MC No. 2020-07, as amended by ARTA MC No. 2023-08, Series of 2023, dated November 22, 2023, which is hereby adopted and made an integral part of this Order. Provided further, that the CART shall perform other related functions as provided under R.A. No. 11032 and its implementing rules and regulations and such other functions as may be provided in subsequent issuances by the ARTA and other concerned authorities;

Section 3. Secretariat. To provide administrative support to the CART, the Human Resource Management Section is hereby designated as Secretariat of the said committee.

Section 4. Separability Clause. If for any reason, this order or parts hereof are declared invalid or unconstitutional by court or other competent authorities, parts hereof not affected by such declaration shall continue to be in force and effect.

Section 5. Repealing Clause. All orders not consistent herewith or parts hereof are hereby repealed or modified accordingly.



Republic of the Philippines

Province of Benguet

Municipality of Itogon

Office of the Municipal Mayor

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Section 6. Effectivity. This Order shall take effect immediately in accordance with the provisions of the Local Government Code.

Done this January 9, 2024.

BERNARD S. WACLIN

Municipal Mayor

Cf: all concerned