

File



DEPARTMENT OF EDUCATION
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY

Corner Don Carlos-Guingona St., City of Malaybalay
Contact Numbers: 813-2894, 221-4597

Email Address: depedmalaybalay@gmail.com; Official website: www.depedmalaybalay.net



March 4, 2013

2013-03-03
DepEd-MALAYBALAY CITY DIVISION
RELEASED

DIVISION MEMORANDUM

No. 064 s. 2013

Date: 3/4/13 Time: 10:27 AM
By: [Signature]

**COMPLIANCE WITH MC NO. 2012-01 TO QUALIFY
FOR PERFORMANCE-BASED BONUS**

TO : Education Program Supervisors-Designate and Division Coordinators-Designate
Public Schools District Supervisors
Elementary and Secondary School Principals
Section Heads

1. To qualify for the Performance-Based Bonus (PBB), this division and all schools under its jurisdiction are hereby directed to comply with the conditions stated in MC No. 2012-01 which includes internal process efficiency, the establishment of a Citizen's Charter or its equivalent per enclosed Memorandum dated February 28, 2013 from the DepEd, Regional Office No. 10.
2. For your information and guidance, this Office reiterates adherence of DepEd Memorandum No. 342 dated August 3, 2009 *re adoption and implementation of a Citizen's Charter of the Department of Education in Compliance with Republic Act No. 9485 (Anti-Red Tape Act of 2007) and its Implementing Rules and Regulations*. This includes a copy of the Citizen's Charter of the DepEd.
3. Please find attached Certification of Compliance for reference. All districts and schools are requested to submit their consolidated report of compliance to this Office on March 5, 2013. This shall be consolidated by this Office and will serve as basis of the same for the issuance of Consolidated Certificate of Compliance to be submitted to the Regional Office on March 6, 2013.
4. All District Stewards are instructed to follow-up submission of the afore-cited certification of compliance on or before deadline.
5. For compliance.

[Signature]
EDILBERTO L. OPLENARIA
OIC, Schools Division Superintendent

Encl.:
As stated

Copy furnished:
Records Section

To be posted in the Division Office Website



DEPARTMENT OF EDUCATION
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY

Corner Don Carlos-Guingona St., City of Malaybalay
Contact Numbers: 813-2894, 221-4597

Email Address: depedmalaybalay@gmail.com, Official website: www.depedmalaybalay.net



Annex - ARTA COMPLIANCE TEMPLATE

For District and Schools under its Jurisdiction

CONSOLIDATED CERTIFICATION OF COMPLIANCE

This is to certify that the (name of District Office) and Schools under its jurisdiction have complied with Section 6 of the Anti-Red Tape Act of 2007 and Rule IV of its Implementing Rules and Regulations, and the person whose signature appears below hereby declares and certifies the following truths:

1. That the Citizen's Charter is posted as the information billboards in the service office including all schools under its jurisdiction, that deliver frontline services.
2. That the Citizen's Charter is positioned at the main entrance of the office, including all Schools under its jurisdiction or at the most conspicuous place of all the said service office.

This Certification is being issued to attest to the accuracy of all the foregoing based on available records and information that can be verified.

IN WITNESS WHEREOF, I have hereunto set my hand this (Date) day of (Month) (Year) in (City, province), Philippines.

(Head of District Office)

For Secondary Schools

CONSOLIDATED CERTIFICATION OF COMPLIANCE

This is to certify that the (name of Secondary School) and annexes under its jurisdiction (if applicable) have complied with Section 6 of the Anti-Red Tape Act of 2007 and Rule IV of its Implementing Rules and Regulations, and the person whose signature appears below hereby declares and certifies the following truths:

1. That the Citizen's Charter is posted as the information billboards in the school including its annexes under its jurisdiction (if applicable), that deliver frontline services.
2. That the Citizen's Charter is positioned at the main entrance of the Schools including its annexes under its jurisdiction or at the most conspicuous place of all the said service office.

This Certification is being issued to attest to the accuracy of all the foregoing based on available records and information that can be verified.

IN WITNESS WHEREOF, I have hereunto set my hand this (Date) day of (Month) (Year) in (City, province), Philippines.

(Head of Secondary School)



Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
Gregorio A. Palocz, St. Memorial Sports Center
Velez St., Cagayan de Oro City



URGENT

February 28, 2013

MEMORANDUM

TO: All Schools Division Superintendents
This Region

FROM: *af* **ALLAN G. FARNAZO, Ph.D., CESO V**
Schools Division Superintendent
Officer-In-Charge
Office of the Regional Director

RE: Compliance with MC No. 2012-01 to Qualify for Performance- Based Bonus

To qualify for the Performance-Based Bonus (PBB), all divisions are hereby directed to comply with the conditions stated in MC No. 2012-01 which includes under internal process efficiency, the establishment of a Citizens' Charter or its equivalent.

Please find attached Certification of Compliance for reference. Each Division is requested to submit the consolidated report of compliance to this Office on March 6, 2013 or email to eed_rox@yahoo.com on the same date.

For immediate action.

Annex - ARTA COMPLIANCE TEMPLATE

For Offices in the Central Office Delivering Frontline Services

CERTIFICATION OF COMPLIANCE

This is to certify that the (name of Office) has complied with Section 6 of the Anti-Red Tape Act of 2007 and Rule IV of its Implementing Rules and Regulations, and the person whose signature appears below hereby declares and certifies the following truths:

- 1. That the Citizen's Charter is posted as information billboards in all the service offices of the (Name of Office) that deliver frontline services.
- 2. That the Citizen's Charter is positioned at the main entrance of the office or at the most conspicuous place of all the said service offices.

This certification is being issued to attest to the accuracy of all the foregoing based on available records and information that can be verified

IN WITNESS WHEREOF, I have hereunto set my hand this (date) day of (month) (year) in (city, province), Philippines.

OFFICE HEAD

For Regional Directors

CONSOLIDATED CERTIFICATION OF COMPLIANCE

This is to certify that the (name of Regional Office) and all Divisions and Schools under its jurisdiction have complied with Section 6 of the Anti-Red Tape Act of 2007 and Rule IV of its Implementing Rules and Regulations, and the person whose signature appears below hereby declares and certifies the following truths:

- 1. That the Citizen's Charter is posted as information billboards in all the service offices of the (Name of Regional Office), including all Divisions and schools under its jurisdiction, that deliver frontline services
- 2. That the Citizen's Charter is positioned at the main entrance of the office, including all Divisions and schools under its jurisdiction, or at the most conspicuous place of all the said service offices.

This certification is being issued to attest to the accuracy of all the foregoing based on available records and information that can be verified

IN WITNESS WHEREOF, I have hereunto set my hand this (date) day of (month) (year) in (city, province), Philippines.

OFFICE HEAD