

OFFICE ORDER NO. 24 - 1419

Series of 2024

SUBJECT: RECONSTITUTION OF THE COMMITTEE ON ANTI-RED TAPE (CART)

This is in reference to the annual submission of the Office Order designating the composition of a Committee on Anti-Red Tape (CART) as mandated by Republic Act No. 11032 also known as the Ease of Doing Business and Efficient Government Service Delivery Act of 2018.

The Anti-Red Tape Authority (ARTA) issued Memorandum Circular (MC) No. 2020-07, Series of 2020 dated 30 September 2020, setting the guidelines on the designation of a CART in the agencies concerned in compliance with RA No. 11032 and its Implementing Rules and Regulations (IRR).

ARTA MC No. 2023-08, Series of 2023 dated November 2023, provides the amendment on certain provisions of the ARTA MC No. 2020-07 dated 30 September 2020, pertaining to the guidelines on the designation of a CART.

The Social Housing Finance Corporation-CART (SHFC-CART) was constituted by virtue of Office Order (OO) No. 21-1232, Series of 2021 dated 08 June 2021 and as amended by OO No. 23-1339, Series of 2023 dated 17 February 2023.

Cognizant of the need to streamline the membership of the SHFC-CART, with the primary task of ensuring that SHFC receives, responds to, and complies with the requirements of RA No. 11032 and its IRR, there is a need to reconstitute its membership.

In the exigency of service and to ensure continuity of its function, the SHFC-CART is hereby reconstituted as follows:

Chairperson:	Vice President, Program Development and Enhancement Group
Vice-Chairperson:	Compliance Officer
Members:	Vice President, Human Resources and Administrative Group
	Vice President, Legal Affairs Department
	Vice President, Mega Manila Group
	Vice President, Corporate Planning and Communications Group
	Manager, Information and Communications Technology Department

The SHFC-CART shall have the following functions, duties, and responsibilities:

1. Conduct of reengineering of systems and procedures, compliance cost analysis, time and motion studies, and evaluation and improvement of all the services of SHFC, if deemed necessary, using the concepts and tools indicated in the Whole-of-Government (WOG) Reengineering Manual issued by ARTA;



2. Compliance to the provisions of ARTA MC No. 2022-06 or the MC, Establishing the National Policy on Regulatory Management System (NPRMS), as applicable, particularly on the following:
 - 2.1 Submission of Annual Regulatory Plan (ARP) not later than 07 March of each year;
 - 2.2 Submission of a Regulatory Notification Form (RNF), in the absence of on ARP, to notify ARTA of every formulation, modification, and repeal of regulations, ordinances, or other related issuances;
 - 2.3 Conduct of post-implementation assessment and review of existing regulations, ordinances, or other related issuances;
 - 2.4 Conduct of Preliminary Impact Assessment (PIA) whenever there is an intent to formulate, modify, or repeal a regulation and the subsequent submission of a Preliminary Impact Statement (PIS) for ARTA's review and assessment;
 - 2.5 Preparation and submission of a Regulatory Impact Statement (RIS) upon completion of each Regulatory Impact Assessment (RIA) conducted, for ARTA's review and assessment;
 - 2.6 Referral of ARTA's policy option recommendations to the appropriate decision-makers within the NGA/GOCC; and
 - 2.7 Encodes all existing (both in-effect and repealed) regulations and issuances to populate the Philippine Business Regulation Information System (PBRIS), once operational;

3. Adoption of the Philippine Good Regulatory Principles (PGRP), including the coordination of the orientation of employees involved in the PGRP Awards, determination of the qualifications of the agency and documentation of best practices, innovate ideas, and success stories that shall serve as bases for mechanism for nomination for the PGRP Awards, formulation of internal guidelines and mechanisms for nomination, submission of the nomination to ARTA containing the qualifications of the agency with collected evidence and detailed descriptions of its best practices, innovative ideas, and success stories, among others;

4. Conduct of effective knowledge transfer, or information dissemination among office employees on ARTA-related trainings, briefings, or such related matters obtained by office staff and submission of a status report on the activities conducted within sixty (60) days from the end of the training;

5. Registration and publication of new regulations and issuances to the following, within fifteen (15) days from issuance:
 - 5.1 University of the Philippines Office of National Administrative Register (UP ONAR); and
 - 5.2 Newspaper of general circulation for publication;

6. Setting up of the most current and updated service standards and inclusion of the same in the

