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Republic of the Philippines
Province of Ilocos Norte
MUNICIPAL GOVERNMENT OF SOLSONA ILOCOS NORTE
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OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 008
Series of 2020

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**CREATING THE ANTI-RED TAPE UNIT (ARTU) IN DRAFTING AND FINALIZING THE
CITIZEN'S CHARTER INCORPORATING REPUBLIC ACT NO. 11032, KNOWN
AS THE "EASE OF DOING BUSINESS AND EFFICIENT GOVERNMENT
SERVICE DELIVERY ACT OF 2018" OF SOLSONA, ILOCOS NORTE**

WHEREAS, Memorandum Circular No. 2019-002, s. 2019 was issued to all Head of Offices including all local Government Units setting guidelines for the implementation of the Citizen's Charter in compliance with R.A No. 11032, otherwise known as the "Ease of Doing Business and Efficient Government Service Delivery Act of 2018";

WHEREAS, in response to the president's directive on fast-tracking projects and programs, and streamlining processes to improve government service, government agencies are required to expedite government transactions in three (3) categories: 1) simple transaction within 3 days or less, 2) complex transactions within 7 days, and 3) highly technical transactions within 20 days;

WHEREAS, pursuant to the law and its IRR, every agency is mandated to create a Citizen's Charter that shall contain all the government service that the agency offers to ensure efficient, transparent, and accountable delivery of government service;

WHEREAS, the Local Government Unit of Solsona adheres to the call of the President to review, evaluate and streamline processes in government transaction for better government service;

NOW THEREFORE, by virtue of the power vested in me by law as the Municipal Mayor of Solsona, Ilocos Norte, do hereby create the ANTI-RED TAPE UNIT (ARTU).

Section 1. The following shall compose the ANTI-RED TAPE UNIT (ARTU) of the municipality of Solsona, Ilocos Norte;

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|-------------|-----------------------------|---|
| CHAIRMAN | - HON. JOSEPH E. DE LARA | - Municipal Mayor |
| CO-CHAIRMAN | - MRS. PLAVERI GONZALES | - Human Resource Officer |
| MEMBERS | - ALL DEPARTMENT HEADS | |
| Secretariat | - MR. BRENFORD JAKE NICOLAS | -Municipal Planning & Development Officer |

Section 2. Duties and Functions: The Anti-Red Tape Unit (ARTU) shall have the following duties and function;

1. Ensure the compliance of the agency R.A. 11302 and its IRR specifically on sec. 5 and sec. 1, Rule III of the IRR on the need to reengineer systems and procedures within the agency;
2. Drafting and updating of the Citizen's Charter of our local government unit;
3. Adopt a whole-of-Government in Reengineering respective government services pursuant to Section 3, Rule III of the IRR and other salient features as specified in R.A. 11032 and its IRR;
4. Assist the ARTU in updating the Citizen's Charter;
5. Provide technical assistance related to RA 11032 and its IRR;
6. Provide minutes of meeting and other documentary requirements;
7. Integration of all government services from respective departments.

Section 3. Effectivity. This Executive Order takes effect immediately upon its approval.

Section 4. Repealing Clause. All Executive Orders, Rules and Regulations and other Issuances or parts thereof inconsistent with this Executive Order are hereby repealed and modified accordingly.

Done this **FEB 27 2020** at Solsona, Ilocos Norte.

SO ORDERED.


JOSEPH E. DE LARA
Municipal Mayor