



21 MAR 2024
19 March 2024

PAGASA Special Order
No. 398 Series of 2024

Subject: Reconstitution of the Committee on Anti-Red Tape (CART)

In the interest of the service and in compliance with the Anti-Red Tape Authority (ARTA) Memorandum Circular 2023-08 dated 22 November 2023 re: "*Amendment on Certain Provisions of Anti-Red Tape Authority (ARTA) Memorandum Circular (MC) No. 2020-07 Dated 30 September 2020, Pertaining to the Guidelines on the Designation of a Committee on Anti-Red Tape (CART)*", the PAGASA CART is hereby reconstituted as follows:

Chairperson: Administrator

Vice Chairperson: Deputy Administrator for Administrative and Engineering Services

Members:

- Chief of Staff, Office of the Administrator (AO)
- Chief, Administrative Division (AD)
- Chief, Financial, Planning and Management Division (FPMD)
- Chief, Hydro-Meteorology Division (HMD)
- Chief, Weather Division (WD)
- Chief, PAGASA Regional Services Divisions (PRSDs)
- Chief, Meteorological Equipment & Telecommunication Technical Services Section — Information and Communications Technology (METTSS – ICT)
- Chief, Human Resource Management and Development Section (HRMDS)
- Chief, Records Management Section (RMS)
- Chief, Management Services Section (MSS)
- Chief, Plans and Programs Development Unit (PPDU)
- Chief, Public Information Unit (PIU)
- Legal Officer
- President, Philippine Weathermen Employee Association

Secretariat: PPDU Personnel



Functions, duties, and responsibilities of the CART:

- Ensure that the agency receive, respond, and comply with the requirements of RA 11032, its IRR and subsequent issuances by ARTA, as may be applicable, and in coordination with the appropriate offices and units.
- Ensure that complaints forwarded by the Presidential Complaints Center, Contact Center ng Bayan of the Civil Service Commission (CSC) and the Legal Office of ARTA are acknowledged, received, responded to, and acted upon within the designated period by the intended recipient within the agency.

In addition, under ARTA MC No. 2021-11 or the "Guidelines for Nationwide Implementation of Referral and Handling of Complaints involving Section 12(f) and 21(a) to (g) of RA 11032 to the CART and/ or Legal Offices of Government Agencies", Section V.(2) of MC No. 2021-11 states that the CART/agency is given full discretion to adopt all lawful methods in resolving the complaint referred by ARTA.

- Ensure compliance and submission of the Zero Backlog Report under ARTA MC No. 2022-02, as amended by MC No. 2023-01, **on or before 07 March of every year**. It shall serve as the coordinating body relative to the implementation of the Report Card Survey (RCS) 2.0, providing the information and documents required by the Authority, as applicable.
- Coordinate with the communications/ public relations office of the agency on the dissemination of ARTA Information, Education, and Communication materials for public consumption. Moreover, it shall recommend policies, issuances, and measures to facilitate the implementation of RA No. 11032 and further improve related issuances and existing guidelines.
- Perform such other functions, duties, and responsibilities under RA 11032 (amending RA 9485), its IRR and other issuances issued by ARTA.

This Order takes effect immediately and supersedes all other issuances not in accordance herewith.


NATHANIEL T. SERVANDO, Ph.D.
Administrator

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