



ORION WATER DISTRICT

MEMORANDUM No. OWD-P-16-2020

TO: GENIE T. REYES, Corporate Budget Specialist A - *Genie T. Reyes*
ALEXANDER C. TEODORO, Senior Project Planning & Development Officer - *Alexander C. Teodoro*
EDNA B. RAMOS, Senior Industrial Relations Mgmt. Officer A - *Edna B. Ramos*
LILIBETH F. CALDERON, Senior Internal Control Officer B - *Lilibeth F. Calderon*
PRECIOUS L. GOTGOTAO, Administrative Services Officer A - *Precious L. Gotgotao*
DELFIN G. SANTOS, Engineering Assistant B - *Delfin G. Santos*

FROM: *Crispin Q. Tria*
CRISPIN Q. TRIA
General Manager C

DATE: December 21, 2020

SUBJECT: **CREATION OF COMMITTEE ON ANTI-RED TAPE (CART)**

Effective immediately, and in addition to your regular duties, you are hereby designated as members of Committee on Anti-Red Tape (CART).

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|----------------|----------------------|
| Chairman: | Crispin Q. Tria |
| Vice-Chairman: | Genie. T. Reyes |
| Members: | Alexander C. Teodoro |
| | Edna B. Ramos |
| | Lilibeth F. Calderon |
| | Precious L. Gotgotao |
| | Delfin G. Santos |

The Committee on Anti-Red Tape shall ensure the compliance of the district to R.A. 11032 and its IRR, specifically with regard to Section 5 of R.A. 11032 and Section 1, Rule III of the IRR on the need to reengineer systems and procedures within the district.

The improved and reengineered systems and procedures of the agency shall be the basis in drafting and updating the Citizen's Charter.

In the discharge of your duties, always be guided by the district's policies, rules and regulations and at all times protect its best interest.

For your information and compliance.

Cc: 201 file