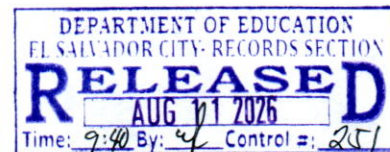




Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



July 28, 2026

DIVISION MEMORANDUM
No. 251, s. 2026

COMPOSITION OF SDO EL SALVADOR CITY SUB COMMITTEE
ON ANTI RED TAPE (SUB-CART) FOR FY 2026

To: Asst. Schools Division Superintendent Division
Chiefs Education Program Supervisors
Section Heads
All Public and Private Secondary Schools
All others concerned

1. In compliance with Republic Act (RA) No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 and Memorandum Circular No. 2023-08 titled 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), and Memorandum DM-OUHROD2025-1479, this Office hereby creates the SDO El Salvador City Sub - Committee on Anti-Red Tape (Sub-CART):

2. Thus, the CART is composed of the following:

Chairperson: **Randolph B. Tortola**
Schools Division Superintendent

Members: **Rolly B. Labis**
Chief, SGOD

Eleonor R. Isiderio
AO IV / Records Officer

Sherrie R. Dungog
Information Technology Officer

Jeffrey M. Martinez
Administrative Officer V



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3. This Office likewise designates **Mr. Jeffrey M. Martinez, AO V** as the Sub-CART Representative for SDO El Salvador City.
4. All public schools are hereby directed to form a school Sub-CART in place, pursuant to **DepEd Memorandum DM-OUHRODI-2026-2475**.
5. The functions, duties and responsibilities of the DepEd CART are stated in detail in ARTA MC 2023-08, which can be accessed from <https://arta.gov.ph/wpcontent/uploads/2023/12/MC-2023-08.pdf>.
6. This office shall adhere to the equal opportunity principle (EOP) in all steps to be undertaken in this activity. Hence, all decisions and actions shall be based solely on guidelines set forth with no discrimination on account of age, gender and identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation
7. Immediate and wide dissemination of this Memorandum is desired.


RANDOLPH B. TORTOLA
Schools Division Superintendent