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Memorandum Circular No. 213
Series of 2024

TO: **All Concerned Offices/Personnel**

RE: **Submission of Citizen's Charter 2024**

FROM: 
DR. PROSE IVY G. YEPES
University President

DATE: **September 19, 2024**

The Anti-Red Tape Authority (ARTA), as mandated by Republic Act No. 11032 (Ease of Doing Business and Efficient Government Service Delivery Act of 2018), continues to monitor and ensure compliance with the national policy on anti-red tape and the ease of doing business across all government agencies. ARTA aims to lead by example in proper compliance with the provisions of the law, including the preparation and submission of the Citizen's Charter, as required of all government institutions.

On July 29, 2024, the VSU Legal Office successfully conducted an orientation and reorientation seminar on RA 11032 and a workshop on the Ease of Doing Business (EODB). During the event, it was announced that the **deadline for the submission of the Citizen's Charter 2024 is September 30, 2024** to be submitted to **Atty. Rysan C. Guinocor, Vice Chairperson of the VSU Committee on Anti-Red Tape at the Legal Office**

Anent to this, all concerned is directed to ensure the timely submission of the Citizen's Charter in compliance with this directive.

For your information and usual support.

cc: VSU Legal Officer
VPAF/Chairperson, VSU CART

OFFICE OF THE PRESIDENT

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