



25 August 2016

MEMORANDUM CIRCULAR NO. 50
Series of 2016

T O: All Vice Presidents, College Deans, Directors, Department/Office Heads and Frontliners

R E: Workshop to Review and Improve Citizens' Charter per CSC MC No. 14, 2016

Please be informed that there will be a Workshop to Review and Improve our Citizens' Charter per CSC MC No. 14, s. 2016 issued by CSC Chairperson Alicia dela Rosa-Bala. This is also timely in view of the latest policy of **President Rodrigo R. Duterte re: directing all government agencies to reduce requirements and the processing time of all applications, from the submission to the release**". The President's directive is anchored on the need to facilitate or improve frontline services, which is congruent to the objectives of the Anti-Red Tape Act of 2007, and to bring back the people's trust in the government.

In view of this, the ODAHRD is directed to conduct a workshop to revisit and improve the Citizens' Charter of every office or department providing frontline services to clients on September 1, 2016.

All Vice Presidents, College Deans, Directors, Department/Office Heads and the staff providing frontline services in every unit/office are requested to attend said workshop which will be held on **September 1, 2016 (whole day)** at the **PhilRootcrops Training Hall, VSU, Visca, Baybay City, Leyte**. Participants are requested to bring their laptop and an e-copy of their existing citizens' charter.

Please be guided accordingly.


EDGARDO E. TULIN
President