

ARTA COMPLIANCE TEMPLATE



Republic of the Philippines
NORTHERN NEGROS STATE COLLEGE OF SCIENCE & TECHNOLOGY
 Old Sagay, Sagay City, Negros Occidental
 (034)722-4120/www.nonescost.edu.ph



CERTIFICATE NUMBER: AJA12.0653

CERTIFICATION of COMPLIANCE

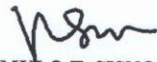
Pursuant to Republic Act 9485: An Act to Improve Efficiency in the Delivery of Government Service to the Public by Reducing Bureaucratic Red Tape, Preventing Graft and Corruption, and Providing Penalties Thereof

I, **Filipino** of legal age, Secretary of the **NORTHERN NEGROS STATE COLLEGE OF SCIENCE AND TECHNOLOGY**, being responsible and accountable in ensuring compliance with Section 6 of the Anti – Red Tape Act of 2007 and Rule IV of its Implementing Rules and Regulations, hereby declare and certify the following truths:

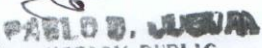
1. The **NORTHERN NEGROS STATE COLLEGE OF SCIENCE AND TECHNOLOGY** has established its service standards known as Citizen’s Charter that enumerates the following:
 - a. Vision and mission of the agency
 - b. Frontline services offered
 - c. Step-by-step procedure in availing of frontline services
 - d. Time needed to complete the procedure
 - e. Amount of fees
 - f. Procedure for filing complaints
2. The Citizen’s Charter is posted as information billboards in all the service offices of **NORTHERN NEGROS STATE COLLEGE OF SCIENCE AND TECHNOLOGY** that deliver frontline services.
3. The Citizen’s Charter is positioned at the main entrance of the office or at the most conspicuous place of all the said service offices.
4. The Citizen’s Charter is written either in English, Filipino, or in the local dialect and published as an information material (e.g. booklet or brochure).
5. The Citizen’s Charter is uploaded in the agency’s website and accessible to the public.
6. The Citizen’s Charter was first published on October 16, 2009 and underwent review and revision on May 2011 and February 27, 2013 as required under Section 4, Rule IV of the IRR: *The office or agency shall review the Citizen’s Charter whenever necessary, but not less than once every two years.*
7. The Citizen’s Charter already shows the improvements that resulted from the process review of frontline service delivery, specifically: shortened waiting time, reduction in the number of signatories, and streamlining of procedures.
 Note: Improvements include clustering of colleges/departments to personnel assigned, shortening of transaction time, adding of required procedure and signatory for control and traceability, assigning specific personnel for some transactions, and required standard forms.

This certification is being issued to attest to the accuracy of all the foregoing based on available records and information that can be verified.

IN WITNESS WHEREOF, I have hereunto set my hand this 15th day of November 2013 in Sagay City, Negros Occidental, Philippines.


ROMULO T. SISNO, Ph. D.
 SUC President II

SUBSCRIBED AND SWORN to before me this (5) day of (December)2013 in the (Sagay City, Neg. Occ.), Philippines, with affiant exhibiting to me his/her ^(CTC No) issued on ~~(Jan 09/13)~~ at ~~(Sagay Old Sagay)~~
 Doc. No.: 258
 Series of: 53
 Fee Paid: XX
 O.R. No.: 2013


PABLO D. JUSUA
 NOTARY PUBLIC
 UNTIL DECEMBER 31, 2014
 PTR NO. 121253, JAN. 03/13 SAGAY CITY
 SEC. R. NO. 8978, REG. 8/13 (FOR YR. 2013)
 ROLL NO. 253 - A. R. JAN SEPT 1954