



**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 Therefor

I, Dominga D. Mallonga, Filipino, of legal age, Regional Director of the Department of Science and Technology Caraga Region, 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 Department of Science and Technology Caraga Region has established its service standards known as the 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. Employee responsible for each step
  - e. Time needed to complete the procedure
  - f. Amount of fees
  - g. Required documents
  - h. Procedure for filing complaints
2. The Citizen's Charter is posted as information billboards in all the service offices of DOST Caraga 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 in English and published as an information material.
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 in CY 2010 and underwent review and revision in CY 2012 and CY 2015 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: processing time for transactions involving assistance to SMEs and updated laboratory fees.

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 HEREOF, I have hereunto set my hand this 13<sup>th</sup> day of January 2015 in Butuan City, Philippines.

*Imelda S. Mezo*  
 IMELDA S. MEZO  
 ARTA Focal Person

*Jesus Ma. James L. Brincos*  
 JESUS MA. JAMES L. BRINCOS  
 Notary Public (until 12-31-16)  
 Roll No. 43439 / 05-05-99  
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*Dominga D. Mallonga*  
 DOMINGA D. MALLONGA  
 Regional Director

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