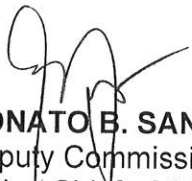




MEMORANDUM

TO : ALL DEPUTY COMMISSIONERS
 THE ASSISTANT COMMISSIONER
 ALL DIRECTORS and DIVISION CHIEFS
 ALL DISTRICT/PORT COLLECTORS
 ALL OTHERS CONCERNED

FROM : 
 DONATO B. SAN JUAN
 Deputy Commissioner, IAG and
 Acting Chief-of-Staff, OCOM

SUBJECT : COMPLIANCE TO THE ANTI-RED TAPE AUTHORITY
 (ARTA) MEMORANDUM CIRCULAR NO. 2020-02 s.
 2020 RE: "ISSUANCE OF ORDER OF AUTOMATIC
 APPROVAL OR AUTOMATIC EXTENSION FOR
 PENDING TRANSACTIONS BEYOND THE
 PRESCRIBED TIME OF 3-7-20 WORKING DAYS"

DATE : 19 February 2020

The Anti-Red Tape Authority (ARTA) of the Office of the President issued Memorandum Circular No. 2020-02 directing all government agencies to conduct an inventory of all pending simple, complex and highly-technical transactions as of 14 February 2020, as well as those which are not acted upon beyond the prescribed processing time in accordance with the updated Citizen's Charter, and to Issue/Release the application or request as automatically approved or automatically extended, as the case may be.

The Automatic Approval applies to all original application or request for issuance of license, clearance, permit, certification or authorization while the Automatic Extension are for those application or request subject for renewal.

In relation thereto, all concerned offices are hereby directed to submit an inventory using the herein attached prescribed format in "Annex A" to the Office of the Commissioner **on or before 2 March 2020**.

For strict and immediate compliance.

