



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

March 18, 2024

REGIONAL MEMORANDUM

No. **316** s. 2024

**EXTENSION OF DEADLINE ON THE SUBMISSION
OF ZERO BACKLOG REPORT**

To: Schools Division Superintendents
All Others Concerned

1. Attached is Advisory No. 022 s. 2024 from the Anti-Red Tape Authority (ARTA) with the subject: **Extension of Deadline on the Submission of Zero Backlog Report.**
2. The Schools Division Superintendent shall ensure immediate compliance with this directive.
3. Immediate dissemination of and strict compliance with this Memorandum are desired.


EVELYN R. FETALVERO CESO IV
Regional Director

Enclosure: As stated

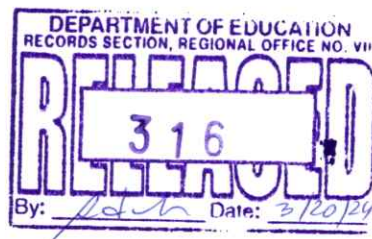
Reference: As stated

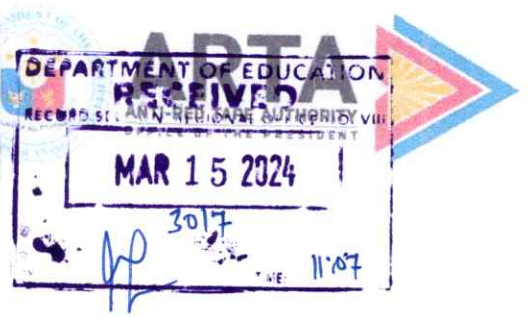
To be indicated in the Perpetual Index under the following subjects:

ANTI-RED TAPE AUTHORITY

ZERO BACKLOG REPORT

AD-PS-EDR





ADVISORY NO. 022
SERIES OF 2024

FOR : ALL GOVERNMENT OFFICES AND AGENCIES IN THE EXECUTIVE DEPARTMENT INCLUDING LOCAL GOVERNMENT UNITS (LGUs), GOVERNMENT-OWNED OR -CONTROLLED CORPORATIONS (GOCCs), AND OTHER GOVERNMENT INSTRUMENTALITIES, WHETHER LOCATED IN THE PHILIPPINES OR ABROAD

SUBJECT : EXTENSION OF DEADLINE ON THE SUBMISSION OF THE ZERO BACKLOG REPORT

DATE : 11 March 2024



1. Pursuant to ARTA Memorandum Circular (MC) No. 2022-02, "Reiterating the Provisions of the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 or R.A. 11032 on Automatic Approval or Automatic Extension for Pending Applications or Requests of Agencies Beyond the Prescribed Processing Time for the Submission of the Zero Backlog Report," all government agencies are mandated to implement a Zero Backlog Program to address current and/or future pending transactions.

2. ARTA MC No. 2023-01, with subject "Clarifying the Deadline and Amendment on Memorandum Circular (MC) No. 2022-022," effectively amended the coverage period of Section 3.2 of ARTA MC 2022-02 to read as:

All government agencies and offices are directed to submit a backlog report of pending transactions on or before 07 March of every year using the Template for Inventory of Licenses, Permits, Certifications, Authorizations, Clearances, tagged as a Backlog (Annex B). This shall detail the pending transactions of a particular service vis-à-vis the declared processing time in the Citizen's Charter.

The coverage period for reporting the inventory of all licenses, permits, certifications, authorizations, and clearances tagged as a backlog shall be from 01 January 2023 until 31 December 2023.

3. To give consideration and allow ample time for agencies to comply with the requirement, the Authority informs that the deadline of the submission of the Zero Backlog Report is hereby **EXTENDED** from **07 MARCH 2024** to **12 APRIL 2024** with the same coverage period of inventory from 01 January 2023 until 31 December 2023.

SMARTER INITIATIVES. BETTER PHILIPPINES.



4th & 5th Floor NFA Bldg. NFA Compound, Visayas Ave.
Brgy. Vasra Diliman, Quezon City 1128
1-2782 (ARTA)
8888 (Citizens' Complaint Center)

info@arta.gov.ph
odg@arta.gov.ph
complaints@arta.gov.ph

www.arta.gov.ph
Anti-Red Tape Authority

our email
3/14/24

4. The extension only applies to the current year. For the succeeding submissions, the regular deadline for the submission of a backlog report remains on or before 07 March of every year as provided under Section 3.2 of ARTA MC No. 2022-02.

5. Agencies shall submit their respective reports through the electronic filing using the link below.


<https://www.tinyurl.com/ZeroBacklogProgram>

For information and compliance.

Recommending Approval:


UNDERSECRETARY GERALD G. DIVINAGRACIA
Deputy Director General for Operations

Approved:


SECRETARY ERNESTO V. PEREZ
Director General