



MEMO

No. KWD Memo 01-2024

To : ALL CONCERNED
From : General Manager
Date : January 5, 2024
Re : Committee on Anti-Red Tape (CART)

In view of the ARTA Memorandum Circular No. 2023-08 dated November 22, 2023 on the on the *“Amendment on Certain Provisions of Anti-Red Tape Authority (ARTA) Memorandum Circular No. 2020-07 dated 30 September 2020, pertaining to the Guidelines on the Designation of a Committee on Anti-Red Tape (CART)”* the following personnel is hereby designated as:

COMMITTEE ON ANTI-RED TAPE (CART)

CHAIRPERSON	:	General Manager
VICE-CHAIRPERSON	:	Admin. Division Manager
MEMBERS	:	Operations Divisions Manager
	:	Customer Services Assistant B
	:	Commercial Division Manager
	:	Secretary/HR Designate
	:	Corporate Budget Officer
FOCAL PERSON	:	Admin. Division Manager
SECRETARIAT	:	Admin. Services Aide

As a member of the Committee, attached is the said ARTA MC No. 2023-08, on your functions, duties, and responsibilities for your information and guidance.

For your compliance.

ENGR. RICARDO M. REGALIA, JR.

INSTRUCTIONS

1. Please do not abbreviate.
2. Reflect all the names indicated in the Department Order.
3. Add a sheet if submitting several CART compositions

Name of Agency	KABANKALAN CITY WATER DISTRICT
Department Order	KWD Memo 01-2024
CART or SUBCART	CART

NO.	NAME	CART DESIGNATION	POSITION / DESIGNATION / TITLE	OFFICE/ DEPARTMENT/ DIVISION	EMAIL ADDRESS	CONTACT NUMBER
1	ENGR. RICARDO M. REGALIA, JR.	Chairperson	General Manager	Office of the General Manager	rregaliajr@gmail.com _negros@yahoo.com	0999733765
2	SHEILA GUILOT- GUADALUPE	Vice- Chairperson	Administrative Division Manager	Administrative Division	sglotgdupe@yahoo.com	09219377335
3	ENGR. MICHAEL JOHN B. BOCOL	Member	Operations Division Manager	Operations Division	michaeljohn1087bocol@gmail.com	09292741727
4	MYLENE P. FUENTES	Member	Customer Services Assistant	Commercial Division	mylenefuentes1172013@yahoo.com.ph	09306004577
5	MARY JOSEPHINE R. GACHO	Member	Commercial Division Manager	Commercial Division	gachomrj912@gmail.com	09185287685
6	JENELYN M. PABORADA	Member	Secretary/HR Designate	Administrative Division	mirasoljenelyn125@gmail.com	09513437517
7	CHASTINE C. TINGSON	Member	Corporate Budget Officer	Administrative Division	chazzie_02@yahoo.com	09289801629
8	SHEILA GUILOT- GUADALUPE	Focal Person	Administrative Division Manager	Administrative Division	sglotgdupe@yahoo.com	09219377335
9	JUDALIS BORNETE	Secretariat	Administrative Services Aide	Administrative Division	jirahsanchezbornete23@gmail.com	09278848503