



TUBOD-BAROY WATER DISTRICT

Provincial Trade Center, Sagadan, Tubod, Lanao del Norte 9209

Tel./ Fax No. 063-341-5313 email: tbwd07@yahoo.com

CERTIFICATE OF COMPLIANCE **Anti-Red Tape Act of 2007 (ARTA)**

This is to certify that Tubod-Baroy Water District has complied with Section 6 of the **Anti-Red Tape Act of 2007** and Rule IV of its implementing Rules and Regulations, and the person whose signature appears below hereby declares and certifies the following truths:

1. That Tubod-Baroy Water District 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 of Filing Complaints
2. That the **Citizen's Charter** is posted as information billboards in the service office of Tubod-Baroy Water District that deliver frontline services.
3. That the **Citizen's Charter** is positioned at the main entrance of the office or at the most conspicuous place in the Office.
4. That the **Citizen's Charter** is published written either in English, Filipino, or in the local dialect.

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

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of February 2017 in Tubod, Lanao del Norte, Philippines.

Giovanni A. Hera
General Manager