



RIA Training Confirmation Form

Training Course

- Introductory Course on RIA (23-25 September 2024)
- Comprehensive RIA Training

Agency Profile

Complete Name of Agency

Complete Address of Agency

Head of Agency

Title	Surname	First Name	Middle Name	Suffix

Additional Information

Contact Person

Title	Surname	First Name	Middle Name	Suffix

Position/Designation

Contact Number

E-mail Address

Signature

(Signatory should be Head of Agency/Head of Bureau/CART Chairperson)
(Kindly affix signature above name)

The Head of Agency/Head of Bureau/CART Chairperson must complete and sign the RIA Training Confirmation Form, adhering to the application guidelines and the designated deadline. Submission of this form signifies the agency's commitment to fulfilling project activities and conducting RIA.



ARTA-BRO-RMTD-02
Attachment B

List of Participants

To effectively meet the objective of institutionalizing RIA in your agency, the representatives should be:

- Heads of Office who are part or will form part of your Committee on Anti-Red Tape (CART); and,
- Technical staff in the field of policy formulation and review, core operations, and/or other fields as stipulated in ARTA Memorandum Circular (MC) No. 2020-07.

Name of Agency

Name	Office/Division	Position	Contact Number	Is the Participant a CART Member or Secretariat?
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

Note: The Anti-Red Tape Authority is guided by the principles of transparency, respect, and proactive protection of personal information of our employees, co-worker in the government, service providers, clients, and other stakeholders in accordance with the requirements of RA 10173 or Data Privacy Act of 2012 and its Implementing Rules and Regulations including the Circulars and Advisories issued by the National Privacy Commission (NPC).

Upon acceptance, participants are obligated to fulfill the organization's commitment to the project as outlined in the provided guidelines. Participants are required to also individually register their details and complete the Training Needs Assessment Form through this link:

<https://tinyurl.com/RegistrationIntroCourse>

Approved by:

Name:

Position:

(Signatory should be Head of Agency/Head of Bureau/CART Chairperson)

(Kindly affix signature above name)