



Republic of the Philippines
SOGOD WATER DISTRICT
 Kangleon Drive, Brgy. Zone 1,
 6606 Sogod, Southern Leyte
 Tel # (053) 382-2052 / (053) 577-8504

CERTIFICATION OF COMPLIANCE

I, **ANECITA A. ENGCOY**, Filipino, of legal age. *General Manager* of the Sogod Water District (SWD), being responsible and accountable in ensuring compliance with Section 6 of the Anti-Red Tape Act of 2007 and Rule IV of its Implementing Rules and Regulations, hereby declare and certify the following truths:

1. The Sogod Water District has established its service standards known as the Citizen's Charter that enumerates the following:
 - a. Vision and Mission of SWD;
 - b. Frontline service 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; and
 - h. Procedure of filing complaints.
2. The Citizen's Charter is posted as information billboards in the office of Sogod Water District that deliver frontline services.
3. The Citizen's Charter is positioned at the main entrance of the office or at the most conspicuous place of all the said services offices.
4. The Citizen's Charter is written in English, printed (softbound) as an information material.
5. The Citizen's Charter is uploaded in the agency's website and accessible to the public.
6. The Citizen's Charter was launched on November, 2010.

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

IN WITNESS WHEREOF, we have hereunto affixed our signatures this 03 day of NOV, 2016 at Sogod, Southern Leyte, Philippines.

Anecita A. Engcoy
 ANECITA A. ENGCOY

Subscribed and sworn to before me this 03 NOV 2016, 2016, Sogod, Southern Leyte, Philippines.

Fe B. Valente-Ubbus

ATTY. FE B. VALLENTE-UBBUS
 NOTARY PUBLIC FOR SOUTHERN LEYTE
 SOGOD, SOUTHERN LEYTE
 RTC39-N.C. # 001-2015 UNTIL DEC. 31/2016
 IBP No. 1010521-1/5/16-MAASIN CITY
 PTR No. 4871684-1/5/16-MAASIN CITY
 ATTORNEY'S ROLL No. 63034

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