



Department of Transportation and Communications
PHILIPPINE AEROSPACE DEVELOPMENT CORPORATION

MAIN CORPORATE OFFICE : PADC Hangar 2, General Aviation Area, Old Mia Road Pasay City, Philippines
POSTAL ADDRESS : P.O. Box 7395, Domestic Airport Post Office Lock Box, Gen Aviation Area,
Domestic Road, Pasay City, Metro Manila, Philippines 1300



CERTIFICATION of COMPLIANCE


Pursuant to Republic Act 9485: An Act to Improve Efficiency in the Delivery of Government Service to the Public by Reducing Bureaucratic Red Tape, Preventing Graft and Corruption, and Providing Penalties Therefor

I, **JOSEFA R. CABANGANGAN**, Filipino, of legal age, Officer In Charge for Administrative Services Department **Philippine Aerospace Development Corporation (PADC)**, 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 **Philippine Aerospace Development Corporation (PADC)** 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 (with certification that PADC does not post its fees due to trade secrets)
 - g. Required documents
 - h. Procedure for filing complaints
2. The Citizen's Charter is posted as information billboards in all the service offices of (*name of agency*) 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 service offices.
4. The Citizen's Charter is written either in English and published 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 first published on 2008 and underwent review and revision on 2012 as required under Section 4, Rule IV of the IRR: *The office or agency shall review the Citizen's Charter whenever necessary, but not less than once every two years.*
7. The Citizen's Charter already shows the improvements that resulted from the process review of frontline service delivery, specifically: *streamlining of procedures, shortened turnaround time, reduction in the number of signatories.*

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

IN WITNESS HEREOF, I have hereunto set my hand this 23rd day of April 2013 in Pasay, Metro Manila), Philippines.


JOSEFA R. CABANGANGAN
OIC-Administrative Services Department
Philippine Aerospace Development Corporation (PADC)