



Republic of the Philippines
Department of Science and Technology
PHILIPPINE SCIENCE HIGH SCHOOL
MAIN CAMPUS
Agham Road, Diliman, Quezon City
Telefax (632) 929-1606

CERTIFICATE OF COMPLIANCE

I, VIRGINIA P. ANDRES, Filipino, of legal age, Director of the Philippine Science High School – Main Campus (PSHS-MC) 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 Science High School –Main Campus 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 for filing complaints
2. The Citizen’s Charter is posted as information billboards in all the service offices of PSHS-MC that deliver frontline services.
3. The Citizen’s Charter is positioned at the main entrance of the office of the PSHS– MC.
4. The Citizen’s Charter is written in English.
5. The Citizen’s Charter is uploaded in the agency’s website and other accessible to the public.
6. The Citizen’s Charter was first published in 2009 and underwent latest review and revision in June, 2017.
7. The Citizen’s Charter already shows the improvements that resulted from the process review of frontline service delivery, specifically: Posting of downloadable enrolments forms on the school campus website, seamless enrolment process including electronic borrowing of loaned books and shorter turnaround time for processing of school credentials.

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 7th day of November 2017 in Quezon City Philippines.


VIRGINIA P. ANDRES
Director III 

