



EXECUTIVE ORDER NO. 2018- 05

**REORGANIZING THE JOINT INSPECTION TEAM TO CONDUCT INSPECTION OF
BUSINESS ESTABLISHMENTS WITHIN THE MUNICIPALITY OF MARILAO,
PROVINCE OF BULACAN**

WHEREAS, the Department of the Interior and Local Government (DILG) and the Department of Trade and Industry (DTI) issued Joint Memorandum Circular No. 01, Series of 2016 dated August 30, 2016 known as the *Guidelines in Implementing the Standards in Processing Business Permits and License in All Cities and Municipalities*;

WHEREAS, said among the purpose of such joint circular is “to provide the guidelines for streamlining the business permits and licensing system (BPLS) in cities and municipalities in accordance with the service standards which the national government is setting consistent with Republic Act No. 9485, otherwise known as the *Anti-Red Tape Act of 2007 (ARTA)*”;

WHEREAS, said guidelines defined “joint inspection team” as a “composite team whose members come from the various LGU agencies implementing business-related regulations created and authorized by the LGU through an Executive Order or ordinance to conduct joint inspection of business enterprise instead of individual inspections”.

NOW, THEREFORE, I, JUANITO H. SANTIAGO, Municipal Mayor of Marilao, Bulacan, by virtue of the powers vested in me by pertinent laws, do hereby **ORDER**:

Section 1. CREATION OF JOINT INSPECTION TEAM. The Joint Inspection Team is hereby created, to be composed of the following:

Office of the Mayor:

LAILANIE F. DE MESA
RICARDO S. BANAAG JR.

Municipal Treasury Office:

EDNA I. BAUTISTA
MIRAQUEL B. LEGACION
RAMON SJ. RAFOLS

Business Permits and Licensing Section:

MARTIN ARMANDO C. CRUZ
ARIEL B. LICAROS
MARK WILBERT C. CALILAP
DANILO PEÑA
BRYAN D. SORIANO

Municipal Engineering Office:

MAGTANGGOL C. SAN MIGUEL
BIENVENIDO SM. MARQUEZ
ALFREDO C. VILLAMAR

Municipal Planning and Development Office:

ROGELIO C. PASCUAL
EDMUNDO S. CANAPE

Municipal Assessor's Office:

MARCOS S. SANTOS
RONALDO C. OLARTE
ARIEL P. SANTOS





OFFICE OF THE MAYOR

Bureau of Fire Protection-Marilao Fire Station:
F/SINSP ELLAFIL A. LIBARNES
SFO2 ARNEL F. NAVARRO

Municipal Office on Health Services:
CECILIA S. FUELLAS - Municipal Health Officer
EVELYN N. SAN MIGUEL
FLORDELIS R. SARCE

Municipal Public Information Section:
RHYAN D. DELOS REYES
JAYMART V. FRANCISCO

Municipal Environment and Natural Resources Office:
ENGR. REYNALDO BUENAVENTURA
ALLAN DOMINGUEZ

Section 2. DUTIES AND FUNCTIONS. The Joint Inspection Team shall perform the following duties and functions:

- a. Conduct joint inspection of all business establishments within the Municipality of Marilao to determine compliance with relevant laws and issuances. Henceforth, no individual inspections of business establishments shall be allowed;
- b. Submit regular reports to the Municipal Mayor regarding their assigned tasks; and
- c. Perform other duties and functions as the Mayor may prescribe.

Section 3. SANCTIONS. Failure or refusal without justifiable cause by any of the members of the Joint Inspection Team to perform any of the foregoing duties shall be a ground for imposition of administrative sanctions against the erring official/employee.

Section 4. REPEALING CLAUSE. All other orders, rules, regulations and issuance or parts thereof which are inconsistent with this Executive Order are hereby repealed or modified accordingly.

Section 5. EFFECTIVITY CLAUSE. This Executive Order shall take effect immediately.

DONE this 26th day of February 2018 at the Municipality of Marilao, Province of Bulacan.


JUANITO H. SANTIAGO
Municipal Mayor 





26 February 2018

MISSION ORDER

TO: Office of the Mayor:
LAILANIE F. DE MESA
RICARDO S. BANAAG JR.

Municipal Planning and Development Office:
ROGELIO C. PASCUAL
EDMUNDO S. CANAPE

Municipal Treasury Office:
EDNA I. BAUTISTA
MIRAQUEL B. LEGACION
RAMON SJ. RAFOLS

Municipal Assessor's Office:
MARCOS S. SANTOS
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BFP-Marilao Fire Station:
F/SINSP ELLAFIL A. LIBARNES
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ALFREDO C. VILLAMAR

Municipal Office on Health Services:
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EVELYN N. SAN MIGUEL
FLORDELIS R. SARCE

Municipal Public Information Section:
RHYAN D. DELOS REYES
JAYMART V. FRANCISCO

MENRO:
ENGR. REYNALDO BUENAVENTURA
ALLAN DOMINGUEZ

SUBJECT: LOCAL TAX CAMPAIGN FOR 2018


Pursuant to the power vested in me by pertinent provisions of the Local Government Code (R.A. No. 1760), its Implementing Rules and Regulations, local ordinances and other pertinent laws, rules, regulations and issuances, you are hereby ordered, as compromising Team A of Task Force for 2018 Tax Campaign, to collectively conduct inspection, examination and monitoring of business entities and/or establishments located within the following Barangays of the Municipality of Marilao, Province of Bulacan, during the tax campaign period from **March 15, 2018 to November 16, 2018.**

BARANGAYS COVERED: Abangan Norte, Abangan Sur, Ibayo, Lias, Poblacion I, Poblacion II, Nagbalon, Tabing-Ilog, Prenza I, Prenza II, Patubig, Sta. Rosa I, Sta. Rosa II, Saog, Lambakin and Loma de Gato.

This Order is being issued for the purpose of ascertaining, assessing, and collecting the correct amount of taxes, fees and charges which should be paid by the business taxpayers and to ensure compliance with regulatory ordinances and issuances.

Compliance with this Order is strictly enjoined.

Very truly yours,


JUANITO H. SANTIAGO
Municipal Mayor 