Hon. Cielo Krisel Lagman-Luistro
City Mayor

EXECUTIVE ORDER NO. 045 SERIES 2022

AN EXECUTIVE ORDER REORGANIZING THE CITY OVERSIGHT COMMISSION ON PERMITS AND LICENSES (PERLI-CO) AND PERMITS AND LICENSES TASKFORCE (PERLI-TA) ITS ENFORCEMENT ARM, A BODY EMPOWERED AND AUTHORIZED TO MONITOR AND ENFORCE SANCTIONS PERTINENT TO COMPLIANCE OF ESTABLISHMENTS, INSTITUTIONS, SCHOOLS, CLINICS, HOSPITALS, BUILDINGS, AND ANY OTHER BUSINESS OR ACTIVITY TO THE REQUIRED MAYOR'S/BUSINESS PERMIT AND/OR CLEARANCES WITHIN THE TERRITORIAL JURISDICTION OF THE CITY OF TABACO.

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WHEREAS, the regular operation of a business or any activity which is required by law to observe a minimum of the sanitation and safety standards is guaranteed if the requisite permits and clearances are complied with;

WHEREAS, the issuance of a Mayor's/Business Permit and continuing compliance with the terms and conditions of the said permit are conditions sine-qua-non for the continued operation of a business or any activity imbued with the public interest in the City of Tabaco;

WHEREAS, periodic monitoring and inspection will not only guarantee compliance with the requisite permits and clearances but also aid the revenue collection drive of the City Government;

NOW, THEREFORE, by virtue of the power vested upon me by section 455, b, 2 ii of R.A. 7160, otherwise known as the local government code of 1991, **I, CIELO KRISEL LAGMAN-LUISTRO**, City Mayor of Tabaco City, do hereby **REORGANIZE** the Permits and Licenses Commission and Permits and Licenses Task Force and ORDER the following:

I. COMPOSITION AND FUNCTIONS OF PERLI-CO AND PERLI-TA

A. PERLICO shall be composed of the following:

Chairman:	**CIELO KRISEL LAGMAN-LUISTRO,** City Mayor
Vice Chairman:	**GERARDO CALIXTO B. COLARINA,** City Administrator
Members:	**Hon. CAROL ZIGA-SO,** City Councilor
	Hon. SALVACION E. BALINGBING, City Councilor
	Hon. LUIS RENIR B. BURCE, City Councilor
	Dr. AUDWIN C. AZADA, City Health Officer
	RAFAEL T. KALLOS, Ph.D., City Treasurer
	Atty. JOVITO CODERIS JR., City Legal Officer
	MURIEL IMPERIAL, City Assessor
	Engr. DINDO BONGALOSA, OIC-City Engineer
	PURISIMA SARAH JOERS, OIC-BPLO
	PEPITO BILARO, COS (Consultant on Security)
	Tabaco City Chief of Police or his Representative
	Tabaco City Fire Marshall or his Representative

B. FUNCTIONS. PERLI-CO SHALL PERFORM THE FOLLOWING:

1. Endorse policies to further improve compliance with the required permits, licenses, and clearances issued by the City Government and other government agencies.
2. Endorse policies for a more effective revenue collection and enforcement of sanctions against tax and regulatory fees for non-complying entities
3. Act as consultant and adviser to the organization and performance of the respective functions of the Joint Inspection Team (JIT) of the Business Permit and Licensing System-Streamlining Team (BPLST-ST) and the Transportation Regulation Division.
4. Endorse amendments to the City Tax Ordinance.
5. Convene and meet periodically for updates.

C. PERLI-TA SHALL BE COMPOSED OF THE FOLLOWING:

Chief for Operations:	**PURISIMA SARAH JOERS, OIC-BPLO**
Asst. Chief for Operations:	**JUAN CANARIA JR., COS**
	VICENTE BOMBITA, COS

Assistants: One (1) personnel from each of the following offices:

1. BPLO
2. City Health Unit
3. City Treasurer
4. City Assessor
5. Bureau of Fire Protection

Three (3) personnel from each of the following:

1. Public Safety Office
2. Tabaco PNP

D. FUNCTIONS. PERLITA SHALL PERFORM THE FOLLOWING FUNCTIONS:

1. As implementing arm of PERLICO:

   a. Conduct Inspection on all buildings, business establishments, schools, clinics, hospitals, recreational houses, etc., for the purposes of obtaining records on the compliance of permits, clearances, and licenses required by the law for the continued operation such as Mayor's permit, Business permit, Fire Clearance, Health, and Sanitary Clearance, Building and Safety Permit/Permit, DTI, etc. The records obtained shall form part of the Tax Map of establishments doing business in the city of Tabaco. Provided that a Special Authority from the City Mayor should be secured before the conduct of inspection beyond the hours of 8:00 A.M. to 5:00 P.M.

   b. Coordinate with the Joint Inspection Team (JIT) of the City Business Permit and Licensing System-Streamlining Team (BPLS-ST) on the latter's periodic inspection starting January 15-November 15 of every year for the purpose of obtaining comparative data to supplement the Tax Map.

   c. Monitor compliance with the Mayor's/Business Permit requirement by business establishments in the city.

d. Maintain a record of the inspection and monitoring thus conducted and furnish the Office of the City Mayor with such report periodically.

e. Recommend to the City Mayor what actions may be taken.

f. In accordance with the law, rules and regulations implement CLOSURE ORDERS thus issued against non-complying operators of business and other activities required to secure the necessary Mayor's/Business Permit with the aid of the Tabaco PNP.

g. Be authorized to wear PERLI-TA I.D.s and/or uniforms.

2. Act as Secretariat of PERLI-CO, and regularly submit updates and reports.

3. Perform other tasks that may be deemed necessary for the full enforcement of this executive order

Immediately after the issuance of this executive order, the names of assistants and their alternates as described under I, C shall be submitted by their respective offices to the Office of the City Mayor for the purpose of issuing the designation orders.

II. ASSISTANCE FROM THE LOCAL CLEARING AGENCIES

The clearing departments/agencies relative to the issuance of the Mayor's/Business Permit shall furnish PERLI-TA with its pertinent record to aid the Task Force in its monitoring and inspection functions to wit: The CHU with regard to compliance with the health and sanitary clearance, CEO and Building Official relative to building and safety worthiness permit and clearance, BFP with regard to fire clearance, CTO and BPLO with regard to tax payment and track record of Mayor's/Business Permit, and CSWDO with regard to its record on child employment, TRD with regard to issued franchises and other related concerns.

III. ASSISTANCE FROM THE PHILIPPINE NATIONAL POLICE

City PNP through the Tabaco City Chief of Police shall provide appropriate assistance in the inspection, monitoring, and implementation of CLOSURE ORDERS and other activities of the Task Force which requires police assistance. The PNP shall also aid the Task Force in the filing of appropriate criminal charges for violation of penal laws, special laws, or ordinances unearthed or discovered during the inspections.

IV. EFFECTIVITY AND REPEALING CLAUSE

This Executive Order shall take effect immediately. All other orders or issuance or parts thereof which are inconsistent with this executive order are hereby repealed and modified accordingly.

ISSUED this 29th day of December 2022 at Tabaco City, Albay.

CIELO KRISEL LAGMAN-LUISTRO
City Mayor