



EXECUTIVE ORDER NO. 09

Series of 2023

**AN ORDER ORGANIZING THE LOCAL ECONOMIC AND INVESTMENT DEVELOPMENT
AND PROMOTIONS TEAM OF PASACAO, CAMARINES SUR**

WHEREAS, in response to the call of the national government for local government units to play an active role in providing an enabling environment that will generate and enhance economic activities in their areas, certain measures have to be instituted in support to local economic development;

WHEREAS, local economic development can be enhanced by attracting more investments and create new jobs thereby providing more employment opportunities;

WHEREAS, the Local Government of Pasacao has instituted reforms in some of its processes, particularly, the streamlining of business permit application;

WHEREAS, an organized body is necessary to ensure sustainability of the projects and activities it has started and initiated insofar as local economic development is concerned;

NOW THEREFORE, I, **JORGE R. BENGUA**, Municipal Mayor of Pasacao, Camarines Sur, by virtue of the powers vested in me by the Local Government Code of 1991 and existing laws, do hereby order the following:

Section 1. The Local Economic and Investment Development and Promotions Team (LEIDPT). There is hereby created a Local Economic and Investment Development and Promotions Team of Pasacao, Camarines Sur with the following composition:

Chairman :	Jorge R. Bengua Municipal Mayor
Vice-Chairman :	Jean B. Oco Municipal Treasurer
Members :	Mariano R. Parco, Jr. Chairman, SB Comm. on Trade & Industry
	Junard Joel M. De Alday Chairman, SB Comm. on Appropriations
	Noel Julito Ciudadano, EnP M D P C





Allan Fernando A. Bihag
AMT

Desiree Glenda E. Briones
LEIPO/YDO

Cherry Knee
Business Sector Representative

Section 2. Designation of Local Economic and Investment Promotions Officer (LEIPO). The Local Economic and Investment Promotions Officer of the municipality shall provide secretariat support to the implementation of Local Economic Development Program.

Wherein, Desiree Glenda E. Briones, HRMO, is the designate LEIPO and Rowena Dela Peña as staff.

In addition, LEIPO shall be merged in the Office of the Human Resource and Management.

Section 3. Duties and Functions of the Local Economic and Investment Development and Promotions Team.(LEIDP Team). The LEIDP Team shall perform the following functions:

- a. Develop the Local Business Plan of the municipality and ensure its implementation;
- b. Maintain close coordination with the business community for possible partnerships and joint ventures on programs and projects for local economic development;
- c. Recommend policy measures on local investment and business promotions to the Sanguniang Bayan;
- d. Monitor the implementation of programs, projects and activities and recommend measures to address issues concerning business and investment promotions;
- e. Conduct information campaigns, for a, consultation dialogues as necessary to generate public support on local economic policies and programs;
- f. Perform such other tasks as may be prescribed by law or any competent authority.





Section 4. The Local Economic and Investment Promotions Officer (LEIPO). In order to ensure the efficient and smooth implementation of projects and activities in relation to business and investment promotions, Maria S. Rustria, BPLO of the Office of the Municipal Treasurer is hereby designated in concurrent capacity and shall have the following functions:

- a. Facilitate the preparation, coordination and execution of local economic and investment promotion policies,, projects and activities of the municipal government;
- b. Facilitate the establishment of an aggressive , systematic, coordinated and sustained promotion and marketing of the LGUs as investment location;
- c. Provide basic information about business potentials of the LGU including LGU services LGU services to prospective investors to attract more investments to flow in the community;
- d. Establish a local economic data base containing relevant facts and figures;
- e. Coordinate with other offices in the promotion of economic activities such as the Planning & Development Office, Treasury and Budget Offices and the Sangguniang Bayan;
- f. Coordinate with the private sector in investment promotion campaigns;
- g. Conduct information dissemination on local government policies on investment, investment wage laws, required permits, etc.
- h. Perform such other tasks as may be prescribed by law or any competent authority.

Section 5. Effectivity. This order shall take effect immediately.

DONE this 17th day of May 2023 at Pasacao, Camarines Sur.

Jorge R. Bengua
Municipal Mayor





EXECUTIVE ORDER NO. 11
Series of 2023

**CREATION OF LGU INSPECTION AND CERTIFICATION COMMITTEE IN
THE MUNICIPALITY OF PASACAO, CAMARINES SUR**

WHEREAS, IATF Resolution No. 87 “Safety Seal Certification Program” aims to increase compliance by public and private entities with the government established minimum public health standards to promote adoption and use of the StaySafe.ph digital contract tracing application, as well as to boost consumer confidence as the economy is safely reopened;

WHEREAS, under DOLE-DOH-DILG-DOT-DTI Joint Memorandum Circular No. 21-01 (JMC) dated April 23, 2021, other Agencies, DILG/PNP and all Local Government Units are designated as Issuing Authorities vested with the authority to inspect establishments assigned to it and to issue and/or revoke the Safety Seal;

WHEREAS, DILG MC NO. 2021-053 dated May 12, 2021 provides for the implementing guidelines of the Safety Seal Certification Program for the DILG/PNP/BFP and the Local Government Units as the Issuing Authorities.

NOW THEREFORE, I JORGE R. BENGUA, Municipal Mayor of Pasacao, Camarines Sur by virtue of the power vested in me by law do hereby create and establish the LGU Inspection and Certification Committee.

Section 1. Composition: The LGU Inspection and Certification Committee shall be composed of the following:

Chairman : **Maria S. Rustria**
Head of Business Permits and Licensing Office

Members : **Melchor S. Baesa, MD**
MHO
Edmer N. Miravalles
MDRRMO
PMAJ Kenny L Tantiado
COP, Pasacao MPS
Jean B. Oco
MTO

Section 2. Functions: the members of the LGU Inspection and Certification Committee/Team shall perform the following functions

- a. Conduct inspection of establishments assigned to it
- b. Issuance of Safety Seal
- c. Monitoring of compliance, and
- d. Revocations of the Seal pursuant to the provisions of JMC No. 21-01





2.1 Checklist: The checklist attached to the JMC shall be used by the Inspection and Certification Team in its determination whether an establishment shall be issued the Seal.

2.2 Certification Procedures. As provided in the JMC, private and public establishments may secure the Safety Seal on the following procedures:

2.2.1 By application. The establishment shall perform self-assessment based on the applicable checklist. If favorable, an application is made with the Issuing authority for inspection. The PNP shall join the inspection upon request of the LGU especially in inspection public places.

2.2.2 By regular visits. During regular monitoring, the inspection teams shall determine the eligibility of the establishments on site.

2.2.3 Acting on Complaints. The Issuing Authorities shall conduct surprise inspections of establishments upon receipt of complaints from the public.

2.3 Duty to inventory. The inspection and Certification Team shall keep a record of the establishments it has awarded with the safety seal and shall post the Issuing Authority's official website for transparency purposes.

2.4 Information Campaign on the Safety Seal. LGU shall establish a microsite, or a dedicated section in the agency's official website, which shall contain the following information:

2.4.1 Implementing guidelines of the program

2.4.2 Checklist of eligibility requirements

2.4.3 Contact details of the inspection and Certification Team

2.4.4 Complaint Hotlines

2.4.5 Request forms for Reassessment or Reinstatement

2.4.6 Such other information as maybe necessary to increase public awareness

Section 3. Effectivity. This Executive Order shall take effect immediately.

Done this 17th day of May, 2023 at Pasacao, Camarines Sur, Philippines.

JORGE R. BENGUA
Municipal Mayor

