



**EXECUTIVE ORDER NO. 02-2017**  
Series of 2017

**REORGANIZING THE JOINT INSPECTION TEAM (JIT) OF THE MUNICIPAL GOVERNMENT OF ITOGON PURSUANT TO DILG-DTI JOINT MEMORANDUM CIRCULAR NO. 01, SERIES OF 2010 AND JMC NO. 01, SERIES OF 2016.**

**WHEREAS**, consistent with R.A. 9485 or the Anti-Red Tape Act of 2007, the Department of the Interior and Local Government and the Department of Trade and Industry promulgated JMC No. 01, series of 2010 promulgating guidelines in implementing the standards in processing permits or licenses in all cities and municipalities;

**WHEREAS**, on August 30, 2016, the DILG and the DTI issued JMC No. 01, series of 2016 or the Revised Standards in Processing Business Permits and Licenses in all Cities and Municipalities which seeks to ensure compliance with the pronouncement of President Rodrigo Roa Duterte during his inaugural speech and State of the Nation Address calling on all government agencies and instrumentalities to reduce the requirements and processing time of all government transactions;

**WHEREAS**, the two aforementioned issuances mandate the creation of a Joint Inspection Team (JIT) through an Executive Order or Ordinance in all cities and municipalities to conduct joint inspection of business enterprises instead of individual/separate inspection:

**NOW THEREFORE**, by virtue of the powers vested in me as Local Chief Executive, I, **ATTY. VICTORIO T. PALANGDAN**, Municipal Mayor of the Municipality of Itogon, Benguet Province, hereby ORDER as follows;

**Section 1. Reorganization and Composition of the Joint Inspection Team.**  
The Joint Inspection Team of the Municipal Government of Itogon is hereby reorganized to be composed of the following:

***Mayor's Office:***

MS. AMALIA A. IBARRA- BPLO-Designate  
MR. FERDINAND F. SAPALONG  
MS. JENNIFER J. MONTES

***Municipal Treasury Office:***

MS. ANALIZA G. CAMTI-LEIPO-Designate  
MR. MICHAEL P. HERMOSADO  
MS. MARY ANN K. ADAIS

***Municipal Engineering Office:***

MS. ANDREA C. PASCUA  
ENGR. CELESTINO C. DE PERALTA

***Municipal Assessor's Office:***

MS. CHIQUE B. CORNEL  
MR. ROMEO C. TIAGO

***Municipal Planning and Development Office:***

MR. VIRGILIO P. ATOMPAG  
MR. GERLANDO C. LICTAG

***Municipal Health Office:***

MR. EDWIN V. CARANTES  
MR. EMILIANO SEGUNDO JR.

***Bureau of Fire Protection:***

SFO4 VINCENT BUSLOTAN  
FO1 RYAN SANTOS

***Philippine National Police:***

A PNP personnel to be assigned by the ComPAC Commander or by the Chief of Police in the barangay where the inspection will be conducted.

**Section 2. Duties and Functions.** The Joint Inspection Team shall perform the following duties and functions, to wit;

1. To conduct inspection of all businesses or enterprise within the municipality after the issuance of business permits (new or renewal) to (a) verify all information declared in the application for business permit; and (b) to identify unregistered businesses ;
2. Shall conduct periodic monitoring of business establishments operating within the municipality to ensure that the type or kind of business is in accordance with the duly approved business permit and to determine whether or not other newly opened business establishments have complied with the business permit requirements.
3. Shall conduct regular Information and Education Campaign to the different barangays to orient the constituents, business groups and other stakeholders on the unified form, procedures and requirements, and the business permits and licensing processes in the municipality, encourage acquisition of business permits prior to operation, and as a venue to conduct regular tax campaign in the locality. For this purpose, the Joint Inspection Team shall fix the schedules for the conduct of IECs, preferably during barangay assembly meetings, barangay fiestas and similar community gatherings through proper coordination with all concerned barangay officials.

**Section 3. Repealing Clause.** All Executive Orders and Issuances inconsistent herewith or parts hereof are deemed repealed and/or modified accordingly.

**Section 4. Effectivity.** This Order shall take effect immediately.

DONE this 14<sup>th</sup> day of March, 2017 at Itogon, Benguet.

  
ATTY. VICTORIO T. PALANGDAN  
Municipal Mayor