



**Republic of the Philippines**  
**Region IV-A (CALABARZON)**  
**Province of Cavite**  
**CITY OF GENERAL TRIAS**  
**OFFICE OF THE SANGGUNIANG PANLUNGSOD**

**CITY ORDINANCE NO. 22-39 (GENERAL)**

**Author : SP Member Alfredo S. Ching**  
**Chair, Committee on Commerce, Trade and Industry**

**Sponsors : SP Member Jesse Raphael R. Grepo**  
**SP Member Isagani L. Culanding**  
**SP Member Richard R. Parin**  
**SP Member Jowie S. Carampot**  
**SP Member Hernando M. Granados**  
**SP Member Felix A. Grepo**  
**SP Member Clarissel J. Campaña-Moral**  
**SP Member Kyle Jassel J. Salazar**  
**SP Member J-M Vergel M. Columna**  
**SP Member Kristine Jane M. Perdito-Barison**  
**SP Member Vivencio Q. Lozares, Jr.**  
**SP Member Ireneo C. Hatid**  
**SP Member Reienel R. Ferrer**

**RELAXING THE REGULATORY REQUIREMENTS IN SECURING BUSINESS PERMITS FOR MICRO, SMALL AND MEDIUM ENTERPRISES (MSMEs) IN THE CITY OF GENERAL TRIAS.**

**WHEREAS, Section 16 of Republic Act No. 7160 otherwise known as the Local Government Code of 1991 states that local government units shall exercise powers which are essential to the promotion of the general welfare. Further, it shall ensure and support the enhancement of economic prosperity as well as promote full employment among residents;**

**WHEREAS, Section 455 (b)(3)(iv) of the aforesaid law gives authority to the Local Chief Executive to issue licenses and permits and suspend or revoke the same for any violation of the condition upon which said licenses or permits had been issued;**

**WHEREAS, Section 5 of Republic Act No. 11032 otherwise known as the Ease of Doing Business and Efficient Government Service Delivery Act of 2018 states that all offices and agencies which provide government services are mandated to evaluate and improve its transaction systems and procedures and reengineer the same if deemed necessary to reduce bureaucratic red tape and processing time;**

**WHEREAS, the City of General Trias has a total of 7 218 registered MSMEs as of 20 September 2022, based on employment size, which significantly contributes to the socioeconomic development of the City;**

**WHEREAS, to support the growth and development of MSMEs, as well as to hasten economic recovery amidst the COVID-19 pandemic, the City Government deemed it necessary to revisit its existing policies related to securing permits and licenses; formulate and implement necessary reforms which promotes a business-friendly environment;**

**NOW THEREFORE, on the motion of SP Member Alfredo S. Ching duly seconded by SP Member Isagani L. Culanding,**

**CONTINUED ON NEXT PAGE.**

**JESSE RAPHAEL R. GREPO**  
SP Member

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**HERNANDO M. GRANADOS**  
SP Member

**IRENEO C. HATID**  
SP Member / LNB President

**REIENEL R. FERRER**  
SP Member / SKF President

Certified True and Correct:

**WENCESLAO B. CAMINGAY**  
Secretary to the Sanggunian

Attested:

**JONAS GLYN D. LABUGUEN**  
City Vice Mayor/Presiding Officer

Approved:

**LUIS "JON JON" A. FERRER IV**  
City Mayor





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Continuation...page 2 of City Ordinance No. 22-39 (General):

**BE IT ORDAINED** by the Sangguniang Panlungsod, that:

**SECTION 1. TITLE.** This Ordinance shall be known as the **"MSMEs' BUSINESS PERMIT REQUIREMENTS RELAXING ORDINANCE"**.

**SECTION 2. SCOPE AND COVERAGE.** This Ordinance shall be applicable to MSMEs not engage in the selling and storage of highly combustible materials and hazardous chemicals; is not engaged in the extraction/generation and/or distribution of water and/or electricity; whose business establishment is not more than two (2) storeys in height or area of more than five hundred square metres (500 sq.m); does not obstruct any road or sidewalk whether public or private; does not cause any immediate harm to public health, order, safety and the environment; not engaged in activities which are contrary to public morals; and has no derogatory record or formal complaint filed in the barangay, the City Government and other government offices.


**SECTION 3. DEFINITION OF TERMS.** The following the terms used in this Ordinance and their corresponding meaning:

- a. **LGU Integrated Permit** - a document issued by the City Government through the Business Permit and Licensing Office (BPLO), which contains the Barangay Business Clearance, Sanitary Permit and Mayor's Permit to Operate, necessary for the operation of an establishment or business,
- b. **Medium Enterprise** - any business activity or enterprise engaged in industry, agri-business and/or services that has an asset size of Php 15 000 001.00 up to Php 100 000 000.00 and/or employment size of 100 to 199 employees (i.e. single proprietorship, cooperative, partnership or corporation),
- c. **Micro Enterprise** - any business activity or enterprise engaged in industry, agri-business and/or services that has an asset size of up to Php 3 000 000.00 and/or employment size of 1 to 9 employees regardless of the type of business ownership (i.e. single proprietorship, cooperative, partnership or corporation), and
- d. **Small Enterprise** - any business activity or enterprise engaged in industry, agri-business and/or services that has an asset size of Php 3 000 001.00 up to Php 15 000 000.00 and/or employment size of 10 to 99 employees (i.e. single proprietorship, cooperative, partnership or corporation).

**SECTION 4. EXTENDED COMPLIANCE TO REGULATORY REQUIREMENTS AND ISSUANCE OF PROVISIONAL LGU INTEGRATED PERMIT.** To provide the necessary support and assistance to MSMEs covered by this Ordinance, extended submission and/or compliance to regulatory requirements necessary for the issuance of business permit shall be allowed within a period of three (3) years from date of application, provided the business owner or his/her authorized representative submits a notarized

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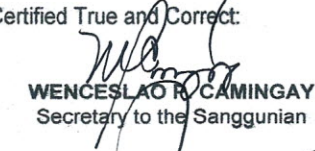
  
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Continuation...page 3 of City Ordinance No. 22-39 (General):

**Undertaking (Annex A) signifying their commitment to comply within the said period, and shall be subject to regular inspection of pertinent local and national government office.**

**A provisional LGU Integrated Permit will be issued to qualified MSMEs, subject to strict compliance to the provisions of this Ordinance.**

**SECTION 5. ADMINISTRATIVE PROVISION.** For the effective implementation of this Ordinance, the following provisions shall be strictly observed:

- a. MSMEs applying for Business Permit with one or more lacking requirement/s or compliance/s such as but not limited to Building Permit, Certificate of Occupancy, Sanitary Permit, Fire Safety Inspection Certificate, and others, shall submit to the Business One-Stop Shop (BOSS) the prescribed notarized Undertaking signed by the business owner or authorized representative together with the application form and other regulatory requirements/documents/compliance which are readily available, prior to the issuance of their provisional LGU Integrated Permit,
- b. Details of the pending regulatory requirement/s and compliance/s including deadline of submission shall be annotated by the BPLO in the provisional LGU Integrated Permit issued to qualified MSMEs,
- c. Local and national government offices such as but not limited to the BPLO, Office of the Building Official (OBO), City Environment and Natural Resources Office (CENRO), City Health Office (CHO), City Planning and Development Office (CPDO), Bureau of Fire Protection (BFP) and Barangay LGU shall regularly monitor and conduct inspection of MSMEs which have been issued provisional LGU Integrated Permit to ensure strict compliance to the provisions of this Ordinance and ensure the welfare of the public,
- d. In case of violation of the provisions of this Ordinance, and/or the Undertaking submitted, the concerned local or national government office shall issue a Notice of Violation to the business establishment, and shall furnish the same to the BPLO for possible imposition of penalties and/or revocation of provisional LGU Integrated Permit,
- e. Aside from the penalties prescribed in the succeeding Section, MSMEs issued provisional LGU Integrated Permit which are unable to comply within the extended submission period shall be mandated to fully comply with all the regulatory requirements and/or compliances prior to resumption of their business operation;
- f. The provisional status of the LGU Integrated Permit shall be removed only upon full compliance of all regulatory requirements, and
- g. The City Mayor is authorized to further extend for

  
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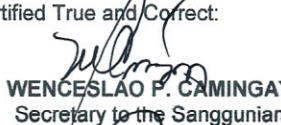
  
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Continuation...page 4 of City Ordinance No. 22-39 (General):

justifiable cause, the submission of regulatory requirement/s and or compliance/s of qualified MSMEs upon written request of the business owner and recommendation of the concerned regulatory local and/or national government office/s to which the said business has pending compliance/s.

**SECTION 6. PENALTIES.** The following penalties shall be imposed against MSMEs/businesses that violates this Ordinance and/or unable to comply within the extended period of compliance provided in Section 4:

- First Offense** - Fine of One Thousand Pesos (Php 1 000.00) and Three (3) weeks temporary closure,
- Second Offense** - Fine of Two Thousand Pesos (Php 2 000.00) and One (1) month temporary closure, and
- Third Offense** - Fine of Three Thousand Pesos (Php 3 000.00), permanent closure and revocation of provisional LGU permit.

**SECTION 7. IMPLEMENTING RULES AND REGULATIONS.** While the provisions of this Ordinance are executory, the Local Chief Executive may formulate implementing rules and regulations as may be deemed necessary.

**SECTION 8. IMPLEMENTING OFFICES.** The Office of the City Mayor, Business Permit and Licensing Office (BPLO), Office of the Building Official (OBO), City Environment and Natural Resources Office (CENRO), City Health Office (CHO), City Planning and Development Office (CPDO), City Treasurer's Office (CTO), Bureau of Fire Protection (BFP) and Liga ng mga Barangay (LNB) shall ensure the strict implementation of the provisions of this Ordinance.

**SECTION 9. SEPARABILITY CLAUSE.** If for any reason or reasons, any part of the provisions of this Ordinance shall be held unconstitutional or invalid, other parts hereof which are not affected thereby shall continue to be in full force and effect.

**SECTION 10. REPEALING CLAUSE.** All ordinances, resolutions, circulars, letters of instruction, memorandums, and rules and regulations inconsistent with the provision of this Ordinance are hereby repealed and modified accordingly.

**SECTION 11. EFFECTIVITY CLAUSE.** This Ordinance shall take effect immediately upon its posting at three (3) conspicuous places within the City of General Trias.

**ORDAINED** under **THIRD/FINAL READING** on **15 NOVEMBER 2022.**

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