

Republic of the Philippines
House of Representatives
Quezon City, Metro Manila

TWENTIETH CONGRESS
First Regular Session

HOUSE BILL NO. 9716



Introduced by Representative Kenneth T. Gatchalian

EXPLANATORY NOTE

Republic Act No. 11032, or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018, was enacted to streamline government procedures, reduce red tape, and improve the delivery of public services. Despite this, challenges persist at the local level, particularly in the processing of business permits and licenses, where fragmented functions and overlapping responsibilities continue to delay transactions and discourage business formation.

This bill seeks to institutionalize a Business Permit and Licensing Office (BPLO) in every city and municipality, consolidating the processing of permits, enforcement of tax ordinances, and regulation of business activities under a single office. It also transfers specific revenue-related and enforcement functions from the local treasurer to the Business Permit and Licensing Officer to ensure a more efficient, accountable, and business-friendly system.

By strengthening local business permitting systems and clarifying institutional responsibilities, this measure aims to improve ease of doing business at the local level, enhance revenue generation, and promote a more conducive environment for investment and economic growth.

In view of the foregoing, the immediate approval of this measure is earnestly sought


KENNETH T. GATCHALIAN

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HOUSE BILL NO. 9716

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AN ACT
ESTABLISHING A BUSINESS PERMIT AND LICENSING OFFICE IN
EVERY CITY OR MUNICIPALITY IN THE COUNTRY AND MAKING THE
POSITION OF A BUSINESS PERMIT AND LICENSING OFFICER
MANDATORY IN EVERY CITY OR MUNICIPALITY, AMENDING FOR
THE PURPOSE SECTIONS 171, 175, 176, 177, 178, 179, 180, 181, 183, 194, 195,
196, 280, 316, 443, AND 454, AND ADDING SECTION 490-A TO REPUBLIC
ACT NO. 7160, AS AMENDED, OTHERWISE KNOWN AS THE LOCAL
GOVERNMENT CODE OF 1991

*Be it enacted by the Senate and House of Representatives of the Philippines in
Congress assembled:*

1 **SECTION 1. *Short Title.*** - This Act shall be known as the "**Business**
2 **Permit and Licensing Office (BPLO) Act of 2025**".

3 **SEC. 2. *Declaration of Policy.*** - It is the policy of the State to recognize
4 the indispensable role of the private sector and encourage private enterprise
5 through establishing policies to ensure ease of doing business, and to simplify
6 systems, structures, and procedures in the issuance of business permits and
7 licenses.

1 **SEC. 3.** *Establishment of a Business Permit and Licensing Office.* - A
2 Business Permit and Licensing Office (BPLO) shall be established in every city or
3 municipality in the country.

4 **SEC. 4.** *Powers, Duties and Functions.* - The Business Permits and
5 Licensing Office shall be responsible for the following:

- 6 (a) Process and act on all applications for business and mayor's permits
7 required under applicable law, ordinance, rules and regulations, and
8 licenses, as well as occupational permits, including the assessment of
9 business taxes, fees, and charges of the various businesses in the city
10 or municipality;
- 11 (b) Assess and determine the local business tax liabilities of a business
12 operating within the territorial jurisdiction of the city or municipality.
13 For this purpose, the BPLO may examine the books of accounts of the
14 said business;
- 15 (c) Monitor and enforce the applicable tax ordinances (except those
16 pertaining to real property taxes) and other pertinent laws, ordinances,
17 rules and regulations in the operations of businesses and occupations
18 within the jurisdiction of the city or municipality;
- 19 (d) Formulate policies to draw local and foreign investments especially in
20 priority areas and industries as a tool to define the development thrust
21 of the city or municipality;
- 22 (e) Initiate, review, and recommend to the mayor revenue-generating
23 measures to increase local revenues;
- 24 (f) Conduct tax mapping and regular inspection of all business
25 establishments existing and operating within the territorial jurisdiction
26 of the city or municipality;
- 27 (g) Issue and implement necessary notices and orders to concerned
28 establishments in relation to its roles under this Act;

1 (h) Perform such other duties and functions, and exercise such other
2 powers as may be prescribed by law or ordinance.”

3 **SEC. 5. *Composition and Office Structure.*** - The Business Permits and
4 Licensing Office shall be composed of divisions, but not limited to the following
5 four (4) principal divisions, namely:

6 (a) Administration Division - This division is tasked to handle
7 administrative functions of the Investments and Business Permits and
8 Licensing Office;

9 (b) Business Permits and Licensing or Occupational Permits Division -
10 This division shall act on all applications for business and mayor's
11 permits and occupational permits, as required under applicable laws,
12 ordinances, rules and regulations;

13 (c) Investments Division - This division is tasked to craft policies that
14 shall increase local investments in the local government unit in
15 coordination with concerned offices for submission to the local
16 sanggunian for ratification. It shall also supervise compliance of
17 business establishments that have partnered with the local government
18 on investment opportunities.

19 (d) Inspection Division - This division shall handle the technical function
20 of the Business Permits and Licensing Office through:

- 21 1. Tax mapping and regular inspections of all business
22 establishments existing and/or operation within the territorial
23 jurisdiction of the LGU;
- 24 2. Issue and/or implement notices and/or orders to the concerned
25 establishments; and
- 26 3. Perform such other matters and functions that may be assigned
27 by the Business Permits and Licensing Officer.

1 *Provided*, That the city or municipality is not precluded in creating
2 additional divisions under the Business Processing and Licensing Office.

3 **SEC. 6.** Section 171, Book II, Title One, Chapter 3 of Republic Act No.
4 7160, as amended, is hereby amended to read as follows:

5 SECTION 171. Examination of Books of Accounts and Pertinent
6 Records of Businessmen by *[Local]* **PROVINCIAL AND BARANGAY**
7 **Treasurer AND CITY AND MUNICIPAL BUSINESS PERMIT AND**
8 **LICENSING OFFICER.** — The provincial[, city, municipal] or barangay
9 treasurer, **OR CITY OR MUNICIPAL BUSINESS PERMIT AND**
10 **LICENSING OFFICER, AS THE CASE MAY BE**, may, by himself or
11 through any of his deputies duly authorized in writing, examine the books,
12 accounts, and other pertinent records of any person, partnership,
13 corporation, or association subject to local taxes, fees and charges in order
14 to ascertain, assess, and collect the correct amount of the tax, fee, or charge.
15 Such examination shall be made during regular business hours, only once
16 for every tax period, and shall be certified to by the examining official.
17 Such certificate shall be made of record in the books of accounts of the
18 taxpayer examined.

19 In case the examination herein authorized is made by a duly
20 authorized deputy of the [local] **PROVINCIAL OR BARANGAY**
21 **treasurer OR CITY OR MUNICIPAL BUSINESS PERMIT AND**
22 **LICENSING OFFICER, AS THE CASE MAY BE**, the written authority
23 of the deputy concerned shall specifically state the name, address, and
24 business of the taxpayer whose books, accounts, and pertinent records are to
25 be examined, the date and place of such examination and the procedure to
26 be followed in conducting the same.

27 For this purpose, the records of the revenue district office of the
28 Bureau of Internal Revenue shall be made available to the [local]

1 **PROVINCIAL OR BARANGAY treasurer OR CITY OR**
2 **MUNICIPAL BUSINESS PERMIT AND LICENSING OFFICER, AS**
3 **THE CASE MAY BE**, his deputy or duly authorized representative.

4 **SEC. 7.** Section 175, Book II, Title One, Chapter 4 of Republic Act No.
5 7160, as amended, is hereby amended to read as follows:

6 SECTION 175. Distraint of Personal Property. — The remedy by
7 distraint shall proceed as follows:

8 (a) Seizure — Upon failure of the person owing any local tax, fee, or
9 charge to pay the same at the time required, the [local]
10 **PROVINCIAL OR BARANGAY treasurer OR CITY OR**
11 **MUNICIPAL BUSINESS PERMIT AND LICENSING**
12 **OFFICER, AS THE CASE MAY BE**, or his deputy may, upon
13 written notice, seize or confiscate any personal property
14 belonging to that person or any personal property subject to the
15 lien in sufficient quantity to satisfy the tax, fee, or charge in
16 question, together with any increment thereto incident to
17 delinquency and the expenses of seizure. In such case, the [local]
18 **PROVINCIAL OR BARANGAY treasurer OR CITY OR**
19 **MUNICIPAL BUSINESS PERMIT AND LICENSING**
20 **OFFICER** or his deputy shall issue a duly authenticated
21 certificate based upon the records of his office showing the fact
22 of delinquency and the amounts of the tax, fee, or charge and
23 penalty due. Such certificate shall serve as sufficient warrant for
24 the distraint of personal property aforementioned, subject to the
25 taxpayer's right to claim exemption under the provisions of
26 existing laws. Distrainted personal property shall be sold at public
27 auction in the manner herein provided for.

28 (b) xxx xxx

1 (c) xxx xxx

2 (d) xxx xxx

3 (e) Procedure of sale — At the time and place fixed in the notice, the
4 officer conducting the sale shall sell the goods or effects so
5 distrained at public auction to the highest bidder for cash. Within
6 five (5) days after the sale, the [local] **PROVINCIAL OR**
7 **BARANGAY treasurer OR CITY OR MUNICIPAL**
8 **BUSINESS PERMIT AND LICENSING OFFICER, AS THE**
9 **CASE MAY BE**, shall make a report of the proceedings in
10 writing to the local chief executive concerned.

11 Should the property distrained be not disposed of within
12 one hundred and twenty (120) days from the date of distraint, the
13 same shall be considered as sold to the local government unit
14 concerned for the amount of the assessment made thereon by the
15 Committee on Appraisal and to the extent of the same amount,
16 the tax delinquencies shall be cancelled.

17 Said Committee on Appraisal shall be composed of the
18 city or municipal [treasurer] **BUSINESS PERMIT AND**
19 **LICENSING OFFICER** as chairman, with a representative
20 of the Commission on Audit and the city or municipal
21 assessor as members.

22 (f) xxx xxx

23 **SEC. 8.** Section 176, Book II, Title One, Chapter 4 of Republic Act No.
24 7160, as amended, is hereby amended to read as follows:

25 SECTION 176. *Levy on Real Property.* — After the expiration of the
26 time required to pay the delinquent tax, fee, or charge, real property may be

1 levied on before, simultaneously, or after the distraint of personal property
2 belonging to the delinquent taxpayer. To this end, the provincial[, city or
3 municipal] treasurer **OR THE CITY OR MUNICIPAL BUSINESS**
4 **PERMIT AND LICENSING OFFICER**, as the case may be, shall
5 prepare a duly authenticated certificate showing the name of the taxpayer
6 and the amount of the tax, fee, or charge, and penalty due from him. Said
7 certificate shall operate with the force of a legal execution throughout the
8 Philippines. Levy shall be effected by writing upon said certificate the
9 description of the property upon which levy is made. At the same time,
10 written notice of the levy shall be mailed to or served upon the assessor and
11 the Register of Deeds of the province or city where the property is located
12 who shall annotate the levy on the tax declaration and certificate of title of
13 the property, respectively, and the delinquent taxpayer or, if he be absent
14 from the Philippines, to his agent or the manager of the business in respect
15 to which the liability arose, or if there be none, to the occupant of the
16 property in question.

17 In case the levy on real property is not issued before or
18 simultaneously with the warrant of distraint on personal property, and
19 the personal property of the taxpayer is not sufficient to satisfy his
20 delinquency, the provincial[, city or municipal] treasurer **OR THE**
21 **CITY OR MUNICIPAL BUSINESS PERMIT AND LICENSING**
22 **OFFICER**, as the case may be, shall within thirty (30) days after
23 execution of the distraint, proceed with the levy on the taxpayer's real
24 property.

1 A report on any levy shall, within ten (10) days after receipt of
2 the warrant, be submitted by the levying officer to the sanggunian
3 concerned.

4 **SEC. 9.** Section 177, Book II, Title One, Chapter 4 of Republic Act No.
5 7160, as amended, is hereby amended to read as follows:

6 SECTION 177. *Penalty for Failure to Issue and Execute Warrant.*
7 — Without prejudice to criminal prosecution under the Revised Penal Code
8 and other applicable laws, any [local] **PROVINCIAL OR BARANGAY**
9 **treasurer OR CITY OR MUNICIPAL BUSINESS PERMIT AND**
10 **LICENSING OFFICER, AS THE CASE MAY BE,** who fails to issue or
11 execute the warrant of distraint or levy after the expiration of the time
12 prescribed, or who is found guilty of abusing the exercise thereof by
13 competent authority shall be automatically dismissed from the service after
14 due notice and hearing.

15 **SEC. 10.** Section 178, Book II, Title One, Chapter 4 of Republic Act No.
16 7160, as amended, is hereby amended to read as follows:

17 SECTION 178. *Advertisement and Sale.* — Within thirty (30) days
18 after the levy, the [local] **PROVINCIAL OR BARANGAY treasurer OR**
19 **CITY OR MUNICIPAL BUSINESS PERMIT AND LICENSING**
20 **OFFICER, AS THE CASE MAY BE,** shall proceed to publicly advertise
21 for sale or auction the property or a usable portion thereof as may be
22 necessary to satisfy the claim and cost of sale; and such advertisement shall
23 cover a period of at least thirty (30) days. It shall be effected by posting a
24 notice at the main entrance of the municipal building or city hall, and in a

1 public and conspicuous place in the barangay where the real property is
2 located, and by publication once a week for three (3) weeks in a newspaper
3 of general circulation in the province, city or municipality where the
4 property is located. The advertisement shall contain the amount of taxes, fees
5 or charges, and penalties due thereon, and the time and place of sale, the
6 name of the taxpayer against whom the taxes, fees, or charges are levied, and
7 a short description of the property to be sold. At any time before the date
8 fixed for the sale, the taxpayer may stay the proceedings by paying the taxes,
9 fees, charges, penalties and interests. If he fails to do so, the sale shall
10 proceed and shall be held either at the main entrance of the provincial, city or
11 municipal building, or on the property to be sold, or at any other place as
12 determined by the [local] **PROVINCIAL OR BARANGAY treasurer OR**
13 **CITY OR MUNICIPAL BUSINESS PERMIT AND LICENSING**
14 **OFFICER, AS THE CASE MAY BE**, conducting the sale and specified in
15 the notice of sale.

16 Within thirty (30) days after the sale, the [local] **PROVINCIAL**
17 **treasurer OR CITY OR MUNICIPAL BUSINESS PERMIT AND**
18 **LICENSING OFFICER, AS THE CASE MAY BE**, or his deputy shall
19 make a report of the sale to the sanggunian concerned, and which shall form
20 part of his records. After consultation with the sanggunian, the [local]
21 **PROVINCIAL treasurer OR CITY OR MUNICIPAL BUSINESS**

1 **PERMIT AND LICENSING OFFICER, AS THE CASE MAY BE**, shall
2 make and deliver to the purchaser a certificate of sale, showing the
3 proceedings of the sale, describing the property sold, stating the name of the
4 purchaser and setting out the exact amount of all taxes, fees, charges, and
5 related surcharges, interests, or penalties: *Provided, however,* That any
6 excess in the proceeds of the sale over the claim and cost of sales shall be
7 turned over to the owner of the property.

8 The [local] **PROVINCIAL** treasurer **OR CITY OR MUNICIPAL**
9 **BUSINESS PERMIT AND LICENSING OFFICER, AS THE CASE**
10 **MAY BE**, may, by ordinance duly approved, advance an amount sufficient
11 to defray the costs of collection by means of the remedies provided for in
12 this Title, including the preservation or transportation in case of personal
13 property, and the advertisement and subsequent sale, in cases of personal and
14 real property including improvements thereon.

15 **SEC. 11.** Section 179, Book II, Title One, Chapter 4 of Republic Act No.
16 7160, as amended, is hereby amended to read as follows:

17 SECTION 179. *Redemption of Property Sold.* — Within one (1) year
18 from the date of sale, the delinquent taxpayer or his representative shall
19 have the right to redeem the property upon payment to the [local]
20 **PROVINCIAL** treasurer **OR CITY OR MUNICIPAL BUSINESS**
21 **PERMIT AND LICENSING OFFICER, AS THE CASE MAY BE**, of

1 the total amount of taxes, fees, or charges, and related surcharges, interests
2 or penalties from the date of delinquency to the date of sale, plus interest of
3 not more than two percent (2%) per month on the purchase price from the
4 date of purchase to the date of redemption. Such payment shall invalidate
5 the certificate of sale issued to the purchaser and the owner shall be entitled
6 to a certificate of redemption from the provincial, city or municipal
7 [treasurer] **BUSINESS PERMIT AND LICENSING OFFICER** or his
8 deputy.

9 The provincial[, city or municipal] treasurer **OR BUSINESS**
10 **PERMIT AND LICENSING OFFICER** or his deputy, upon surrender by
11 the purchaser of the certificate of sale previously issued to him, shall
12 forthwith return to the latter the entire purchase price paid by him plus the
13 interest of not more than two percent (2%) per month herein provided for,
14 the portion of the cost of sale and other legitimate expenses incurred by
15 him, and said property thereafter shall be free from the lien of such taxes,
16 fees, or charges, related surcharges, interests, and penalties.

17 The owner shall not, however, be deprived of the possession of said
18 property and shall be entitled to the rentals and other income thereof until the
19 expiration of the time allowed for its redemption.

20 **SEC. 12.** Section 180, Book II, Title One, Chapter 4 of Republic Act No.
21 7160, as amended, is hereby amended to read as follows:

1 SECTION 180. *Final Deed to Purchaser.* — In case the taxpayer fails
2 to redeem the property as provided herein, the [local] **PROVINCIAL**
3 treasurer **OR CITY OR MUNICIPAL BUSINESS PERMIT AND**
4 **LICENSING OFFICER, AS THE CASE MAY BE**, shall execute a deed
5 conveying to the purchaser so much of the property as has been sold, free
6 from liens of any taxes, fees, charges, related surcharges, interests, and
7 penalties. The deed shall succinctly recite all the proceedings upon which the
8 validity of the sale depends.

9 **SEC. 13.** Section 181, Book II, Title One, Chapter 4 of Republic Act No.
10 7160, as amended, is hereby amended to read as follows:

11 SECTION 181. *Purchase of Property By the Local Government Units*
12 *for Want of Bidder.* — In case there is no bidder for the real property
13 advertised for sale as provided herein, or if the highest bid is for an amount
14 insufficient to pay the taxes, fees, or charges, related surcharges, interests,
15 penalties and costs, the [local] **PROVINCIAL** treasurer **OR CITY OR**
16 **MUNICIPAL BUSINESS PERMIT AND LICENSING OFFICER, AS**
17 **THE CASE MAY BE**, conducting the sale shall purchase the property in
18 behalf of the local government unit concerned to satisfy the claim and within
19 two (2) days thereafter shall make a report of his proceedings which shall be
20 reflected upon the records of his office. It shall be the duty of the Registrar of
21 Deeds concerned upon registration with his office of any such declaration of

1 forfeiture to transfer the title of the forfeited property to the local government
2 unit concerned without the necessity of an order from a competent court.

3 Within one (1) year from the date of such forfeiture, the taxpayer or
4 any of his representative, may redeem the property by paying to the [local]
5 **PROVINCIAL treasurer OR CITY OR MUNICIPAL BUSINESS**
6 **PERMIT AND LICENSING OFFICER, AS THE CASE MAY BE,** the
7 full amount of the taxes, fees, charges, and related surcharges, interests, or
8 penalties, and the costs of sale. If the property is not redeemed as provided
9 herein, the ownership thereof shall be fully vested on the local government
10 unit concerned.

11 **SEC. 14.** Section 183, Book II, Title One, Chapter 4 of Republic Act No.
12 7160, as amended, is hereby amended to read as follows:

13 SECTION 183. *Collection of Delinquent Taxes, Fees, Charges or*
14 *other Revenues through Judicial Action.* — The local government unit
15 concerned may enforce the collection of delinquent taxes, fees, charges or
16 other revenues by civil action in any court of competent jurisdiction. The
17 civil action shall be filed by the [local] **PROVINCIAL OR BARANGAY**
18 **treasurer OR CITY OR MUNICIPAL BUSINESS PERMIT AND**
19 **LICENSING OFFICER, AS THE CASE MAY BE,** within the period
20 prescribed in Section 194 of this Code.

21 **SEC. 15.** Section 194, Book II, Title One, Chapter 6 of Republic Act No.
22 7160, as amended, is hereby amended to read as follows:

1 SECTION 194. Periods of Assessment and Collection. – (a) xxx xxx

2 (b) xxx xxx

3 (c) xxx xxx

4 (d) The running of the periods of prescription provided in the preceding
5 paragraphs shall be suspended for the time during which:

6 (1) The treasurer **OR BUSINESS PERMIT AND LICENSING**
7 **OFFICER** is legally prevented from making the assessment of
8 collection;

9 (2) The taxpayer requests for a reinvestigation and executes a waiver
10 in writing before expiration of the period within which to assess
11 or collect; and

12 (3) The taxpayer is out of the country or otherwise cannot be located.

13 **SEC. 16.** Section 195, Book II, Title One, Chapter 6 of Republic Act No.
14 7160, as amended, is hereby amended to read as follows:

15 SECTION 195. *Protest of Assessment.* — When the [local]

16 **PROVINCIAL OR BARANGAY** treasurer **OR CITY OR MUNICIPAL**
17 **BUSINESS PERMIT AND LICENSING OFFICER, , AS THE CASE**
18 **MAY BE**, or his duly authorized representative finds that correct taxes, fees,
19 or charges have not been paid, he shall issue a notice of assessment stating
20 the nature of the tax, fee, or charge, the amount of deficiency, the
21 surcharges, interests and penalties. Within sixty (60) days from the receipt of
22 the notice of assessment, the taxpayer may file a written protest with the
23 [local] **PROVINCIAL OR BARANGAY** treasurer **OR CITY OR**
24 **MUNICIPAL BUSINESS PERMIT AND LICENSING OFFICER, AS**

1 **THE CASE MAY BE**, contesting the assessment; otherwise, the
2 assessment shall become final and executory. The [local] **PROVINCIAL**
3 **OR BARANGAY** treasurer **OR CITY OR MUNICIPAL BUSINESS**
4 **PERMIT AND LICENSING OFFICER, AS THE CASE MAY BE** shall
5 decide the protest within sixty (60) days from the time of its filing. If the
6 [local] **PROVINCIAL OR BARANGAY** treasurer **OR CITY OR**
7 **MUNICIPAL BUSINESS PERMIT AND LICENSING OFFICER, AS**
8 **THE CASE MAY BE** finds the protest to be wholly or partly meritorious,
9 he shall issue a notice cancelling wholly or partially the assessment.
10 However, if the [local] **PROVINCIAL OR BARANGAY** treasurer **OR**
11 **CITY OR MUNICIPAL BUSINESS PERMIT AND LICENSING**
12 **OFFICER, AS THE CASE MAY BE**, finds the assessment to be wholly or
13 partly correct, he shall deny the protest wholly or partly with notice to the
14 taxpayer. The taxpayer shall have thirty (30) days from the receipt of the
15 denial of the protest or from the lapse of the sixty (60)-day period prescribed
16 herein within which to appeal with the court of competent jurisdiction
17 otherwise the assessment becomes conclusive and unappealable.

18 **SEC. 17.** Section 196, Book II, Title One, Chapter 6 of Republic Act No.
19 7160, as amended, is hereby amended to read as follows:

20 SECTION 196. *Claim for Refund of Tax Credit.* — No case or
21 proceeding shall be maintained in any court for the recovery of any tax, fee,

1 or charge erroneously or illegally collected until a written claim for refund
2 or credit has been filed with the [local] **PROVINCIAL** treasurer **OR CITY**
3 **OR MUNICIPAL BUSINESS PERMIT AND LICENSING OFFICER.**
4 No case or proceeding shall be entertained in any court after the expiration
5 of two (2) years from the date of the payment of such tax, fee, or charge, or
6 from the date the taxpayer is entitled to a refund or credit.

7 **SEC. 18.** Section 280, Book II, Title Two, Chapter 8 of Republic Act No.
8 7160, as amended, is hereby amended to read as follows:

9 SECTION 280. *Fees in Court Actions.* — All court actions,
10 criminal or civil, instituted at the instance of the provincial, city or
11 municipal [treasurer or]assessor, **OR PROVINCIAL TREASURER,**
12 **OR CITY OR MUNICIPAL BUSINESS PERMIT AND**
13 **LICENSING OFFICER** under the provisions of this Code, shall be
14 exempt from the payment of court and sheriff's fees.

15 **SEC. 19.** Section 316, Book II, Title Five, Chapter 3 of Republic Act No.
16 7160, as amended, is hereby amended to read as follows:

17 SECTION 316. *Local Finance Committee.* — There is hereby
18 created in every province, city or municipality a local finance committee
19 to be composed of the local planning and development officer, the local
20 budget officer, [and] the [local] treasurer **IN THE CASE OF**
21 **PROVINCES, AND BUSINESS PERMIT AND LICENSING**

1 **OFFICER, IN THE CASE OF CITIES AND MUNICIPALITIES.** It

2 shall exercise the following functions:

3 "(b) x x x

4 "(c) x x x

5 "(d) x x x

6 "(e) x x x

7 “(f) x x x

8 “(g) x x x

9 “(h) x x x.”

10 **SEC. 20.** Section 443, Book II, Title Two, Chapter 2 of Republic Act No.
11 7160, as amended, is hereby amended to read as follows:

12 “SEC. 443. *Officials of the Municipal Government.* — (a)

13 There shall be in each municipality a municipal mayor, a municipal
14 vice-mayor, sangguniang bayan members, a secretary to the
15 sangguniang bayan, a municipal treasurer, a municipal assessor, a
16 municipal accountant, a municipal budget officer, a municipal
17 planning and development coordinator, a municipal
18 engineer/building official, a municipal health officer, and a
19 municipal civil registrar. A municipal Cooperatives Development
20 Officer (CDO) **AND A MUNICIPAL BUSINESS PERMIT AND**
21 **LICENSING OFFICER** shall also be appointed: *Provided, That*

1 the municipality has the option to appoint a full fledged CDO or
2 merge such position to an existing position or official in a related
3 office, unit or department in the municipal government: *Provided,*
4 *further,* That if the municipality shall appoint a full fledged CDO,
5 the municipality has the option to set the rank, remuneration and
6 other emoluments of the municipal CDO subject to existing laws,
7 rules and regulations.

8 "(b) x x x

9 "(c) x x x

10 "(d) x x x

11 "(e) x x x."

12 **SEC. 21.** Section 454, Book II, Title Two, Chapter 2 of Republic Act No.
13 7160, as amended, is hereby amended to read as follows:

14 "SEC. 454. *Officials of the City Government.* — (a) There
15 shall be in each city a mayor, a vice-mayor, sangguniang
16 panlungsod members, a secretary to the sangguniang panlungsod,
17 a city treasurer, a city assessor, a city accountant, a city budget
18 officer, a city planning and development coordinator, a city
19 engineer, a city health officer, a city civil registrar, a city
20 administrator, a city legal officer, a city veterinarian, a city social
21 welfare and development officer, and a city general services
22 officer. A city CDO **AND CITY BUSINESS PERMIT AND**

LICENSING OFFICER shall also be appointed: *Provided*, That the city has the option to appoint a full fledged CDO or merge such position to an existing position or official in a related office, unit or department in the city government: *Provided, further*, That if the city shall appoint a full fledged CDO, the city has the option to set the rank, remuneration and other emoluments of the city CDO subject to existing laws, rules and regulations;

"(b) x x x

"(c) x x x

"(d) x x x

"(e) x x x."

SEC. 22. New section to be denominated as Section 490-A, Article XXI is hereby inserted between Title V and Title VI, after Section 490, Article XX, of Republic Act No. 7160, as amended, to read as follows:

ARTICLE XXI

THE BUSINESS PERMIT AND LICENSING OFFICER

“SEC. 490-A. QUALIFICATIONS, POWERS, AND DUTIES. –

(A) A BUSINESS PERMIT AND LICENSING OFFICER SHOULD BE A CITIZEN OF THE PHILIPPINES, A RESIDENT OF THE CITY OR MUNICIPALITY, AS THE CASE MAY BE, OF GOOD MORAL CHARACTER, A HOLDER OF A COLLEGE DEGREE, PREFERABLY IN BUSINESS ADMINISTRATION OR OTHER

1 **RELATED DEGREE OBTAINED FROM A RECOGNIZED**
2 **COLLEGE OR UNIVERSITY, A FIRST GRADE CIVIL SERVICE**
3 **ELIGIBLE OR ITS EQUIVALENT, MUST HAVE ACQUIRED**
4 **EXPERIENCE FOR AT LEAST FIVE (5) YEARS IN BUSINESS**
5 **MANAGEMENT IMMEDIATELY PRECEDING THE DATE OF**
6 **APPOINTMENT, AND SHALL BE QUALIFIED BY THE**
7 **PERSONNEL SELECTION AND PROMOTIONS BOARD.**

8 **THE APPOINTMENT OF A BUSINESS PERMIT AND**
9 **LICENSING OFFICER SHALL BE MANDATORY FOR ALL**
10 **CITIES AND MUNICIPALITIES.**

11 **THE BUSINESS PERMIT AND LICENSING OFFICER**
12 **SHALL BE THE HEAD OF THE BUSINESS PERMIT AND**
13 **LICENSING OFFICE, WITH THE RANK AND SALARY OF A**
14 **DEPARTMENT HEAD, AND SHALL ENSURE THAT THE**
15 **BUSINESS PERMIT AND LICENSING OFFICE FULFILL ITS**
16 **MANDATE AS PROVIDED UNDER THE LAW.”**

17 **SEC. 23. *Staffing Pattern.*** – For purposes of the creation of the Business
18 Permits and Licensing Office, officers and employees of local government units
19 concerned holding permanent positions shall be given preference in the selection
20 and appointment to the positions herein created with those who are eligible and
21 qualified for the position, given priority by the Personnel Selection and Promotion
22 Board.

1 No new employees shall be hired until all current qualified employees have
2 been considered and duly appointed. Temporary and casual employees who
3 possess the necessary qualifications and appropriate civil service eligibility for
4 permanent positions shall likewise be given preference in the selection and
5 appointment to positions vacated by those who have been appointed to the newly-
6 created positions.

7 **SEC. 24. *Appropriation.*** - The appropriations for the permanent positions
8 and respective office herein created shall be included in the annual budget of the
9 local government unit concerned of the year following the approval of this Act,
10 and thereafter.

11 **SEC. 25. *Repealing Clause.*** — All laws, decrees, executive orders, rules
12 and regulations, issuances or parts thereof inconsistent with this Act are hereby
13 repealed or amended accordingly.

14 **SEC. 26. *Effectivity.*** — This Act shall take effect fifteen (15) days after its
15 publication in the Official Gazette or in at least one (1) newspaper of general
16 circulation: Provided, That the online posting in the website of Official Gazette
17 shall be considered as sufficient publication under this section.

18
19 *Approved,*