MUNICIPALITY OF SANTA MARIA BULACAN
OFFICIAL RELEASED
SIGNATURE:
DATE:
TIME:

EXECUTIVE ORDER NO. 2022 - 064

"AN ORDER OF EXTENSION FOR THE COMPLETION OF BUILDING PERMIT/ OCCUPANCY PERMIT REQUIREMENTS FOR BUSINESS PERMIT APPLICATION"

WHEREAS, on January 04, 2018, the Department of the Interior and Local Government (DILG), the Department of Public Works and Highways (DPWH), the Department of Information and Communications Technology (DICT), and the Department of Trade and Industry (TI) issued Joint Memorandum Circular (JMC) No. 2018-01 entitled, "Guidelines in Streamlining the Processes for the Issuance of Building Permits and Certificates of Occupancy" which aims to set service standards in processing Building Permits and Certificates of Occupancy by Local Government Units(LGUs);

WHEREAS, under the above-mentioned Joint Memorandum Circular (JMC) No. 2018-01, Local Government Units (LGU) are tasked to perform the following functions:

a. Provide both budgetary and logistical support for the implementation of the standards set in the said JMC, including the setting up of a One-stop Shop for Construction Permits (OSCP) and clearances which includes the local Bureau of Fire Protection (BFP) staff;

b. Organize and lead the Joint Inspection Team (JIT) and provide logistic support (e.g.transportation and other incidental expenses);

c. Allow the Office of the Building Official/City/Municipal Engineer's Office (OBO/C/MEO) and staff of cities and municipalities to undergo capacity building in relation to the implementation of the service standards under the JMC;

d. Forge partnerships with DILG and DICT for automating the processing of Building Permits and Certificates of Occupancy, which may include provision of logistics for training in the operationalization of the system;

e. Take responsibility for the operations and maintenance of the E-Building Permitting System software that may be set-up in connection with the JMC; and

f. Submit periodic status report on the City/Municipality's compliance with the JMC.

WHEREAS, the client (applicant) is given **twenty (20) days extension** to comply with the Building Permit/Occupancy Permit requirements for his/her Business Permit Application;

WHEREAS, in cases where the client (applicant) fails to meet the given extension period, it is the discretion of the Municipal Mayor whether to give another extension or to revoke the permit previously given.

NOW, THEREFORE, I, BARTOLOME R. RAMOS, Municipal Mayor of Santa Maria, Bulacan, by virtue of the powers vested in me by law, do hereby order the Extension for the Completion of Building Permit/Occupancy Permit Requirements for New and Renewal of Business Permit Application.

EFFECTIVITY. This Executive Order shall take effect immediately.

Done this 11th day of November 2022 here in the Municipality of Santa Maria, Bulacan

BARTOLOME R. RAMOS
Municipal Mayor