



Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF BAYAMBANG

OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 64

Series of 2025

AN EXECUTIVE ORDER IMPLEMENTING THE "OPLAN BUSINESS PERMIT SITA" PROGRAM FOR THE INSPECTION AND MONITORING OF BUSINESS PERMITS IN THE MUNICIPALITY OF BAYAMBANG, PANGASINAN

WHEREAS, the Local Government Code of 1991 (Republic Act No. 7160) mandates local government units (LGUs) to regulate and monitor the operations of businesses within their jurisdiction to ensure compliance with local laws and ordinances;

WHEREAS, ensuring that businesses operating within the Municipality of Bayambang possess valid and updated business permits is essential for maintaining public order, promoting a thriving local economy, and safeguarding consumer welfare;

WHEREAS, the Municipality of Bayambang is committed to fostering a business environment that upholds transparency, accountability, and compliance with legal requirements as stipulated in the Bayambang Municipal Tax Ordinance of 2017;

WHEREAS, the "Oplan Business Permit Sita" program aims to intensify efforts to verify and monitor business compliance while promoting cooperation between the LGU and business owners;

NOW, THEREFORE, I, MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO, Municipal Mayor of Bayambang, Pangasinan, by virtue of the powers vested in me by law, do hereby order the implementation of the "Oplan Business Permit Sita" program and the constitution of its Core Team and deputized field teams as follows:

SECTION 1. OBJECTIVES. The "Oplan Business Permit Sita" program shall:

1. Ensure all businesses operating in the Municipality of Bayambang comply with business permit requirements.
2. Promote transparency, accountability, and fairness in enforcing business compliance regulations.
3. Strengthen revenue collection to support essential development programs and projects.

SECTION 2. COMPOSITION OF THE CORE TEAM. The Core Team of the "Oplan Business Permit Sita" program shall oversee the implementation of the program and deputize field teams to conduct compliance checks. The composition is as follows:

"Baley ko, Pawilen ko, Aroen ko, tan Tulungan ko"



THE LONGEST BARBEQUE
8.016 KILOMETERS
April 4, 2014
Bayambang, Pangasinan, Philippines



THE TALLEST BAMBOO SCULPTURE (Supported)
50.23M
April 5, 2019
St. Vincent Ferrer Prayer Park
Barangay Bari, Bayambang
Pangasinan, Philippines

OFFICE OF THE MAYOR
Municipal Hall, Roxas St. Zone II,
Bayambang, 2423 Pangasinan
(075) 633-1000 Loc. 100
mayorsoffice@bayambang.gov.ph



Chairperson: **ATTY. RODELYNN RAJINI SAGARINO-VIDAD**
Municipal Administrator

Vice-Chairperson: **ATTY. JUSTINE S. ALVAREZ**
OIC - Special Economic Enterprise (SEE)

Members:

ENGR. BERNADETTE D. MANGANDE
Municipal Engineer

DR. PAZ F. VALLO
Municipal Health Officer (RHU I)

DR. ADDRIENE A. ESTRADA
Head, Rural Health Physician (RHU II)

DR. ROLAND M. AGBUYA
Head, Rural Health Physician (RHU III)

ATTY. BAYANI B. BRILLANTE JR.
Municipal Legal Officer

MS. LUISITA B. DANAN
Municipal Treasurer

FSINSP. DIVINA S. CARDONA
BFP Municipal Fire Marshal

PLTCOL. LAWRENCE KEITH CALUB
OIC – PNP Chief, Bayambang

DR. RARAE L. SAYGO
Head, Municipal Tourism, Information and Cultural Affairs Office

Secretariat: **MS. MARY GRACE C. AGAS**
Business Permits and Licensing Officer

SECTION 3. DEPUTIZATION OF FIELD TEAMS. The Core Team shall deputize 10 groups, whose members shall be drawn from various LGU offices. Each deputized team shall include:

- Team Leader – Acts as the spokesperson and overall head of the team.
- Secretariat – Responsible for presenting demand letters and other pertinent documents.
- Member – Assists in compliance checks and enforcement tasks.
- PNP Representative – Ensures security and order during operations.

SECTION 4. ROLES AND RESPONSIBILITIES. Each deputized team shall:

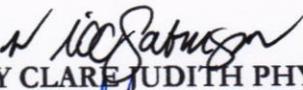
1. Conduct visits to businesses within the municipality to verify compliance with business permit requirements.
2. Issue demand letters and provide clear instructions to non-compliant businesses on how to rectify their status within three (3) working days.
3. Place compliance stickers on businesses with valid permits.
4. Enforce penalties, including locking or closure of establishments, for businesses that fail to comply within the given timeframe, with appropriate notices displayed on-site.

SECTION 5. IMPLEMENTATION GUIDELINES

1. The program shall adhere to the Bayambang Municipal Tax Ordinance of 2017 and other applicable laws and regulations.
2. Operations shall prioritize transparency, impartiality, and professionalism to foster cooperation from business owners.
3. The Core Team shall submit regular progress reports, including challenges and recommendations, to the Office of the Mayor for monitoring and policy direction.

SECTION 6. EFFECTIVITY. This Executive Order shall take effect immediately upon signing and shall remain in force until revoked or amended.

DONE this 14th day of July 2025, in the Municipality of Bayambang, Pangasinan


MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO
Municipal Mayor

