

VALENZUELA CITY

Business/Building Permitting Process

LEGAL BASIS

1. DILG-DTI Joint Memorandum Circular No. 01, Series of 2010 - 06 August 2010

- In order to comply with the above streamlined steps, inspections usually undertaken for compliance with zoning and environment ordinances, building and fire safety, health and sanitation regulations undertaken during the construction phase **SHALL NOT be conducted again by the LGU as part of the requirements for business registration.** Instead, inspections to check compliance with all the requirement standards will be undertaken within the year after the issuance of the business permit.

LEGAL BASIS

2. Secretary Jesse M. Robredo's DILG Memorandum Circular No. 2011-05 – 04 January 2011

“In addition to the “Notice To Comply/ Notice To Correct Violations” issued to erring occupancies, the City/ Municipal Fire Marshall shall then issue a **written report notifying the Local Chief Executive** wherein all the names of the non-compliant establishments are listed, and expressly stating therein a recommendation not to issue any of the following permits, or **revoke existing ones**, when applicable - - xxx”

LEGAL BASIS

3. BFP Memorandum — 24 September 2012

Re: Guidelines in the processing of Fire Safety Inspection Certificate (FSIC) during renewal of business permits specifically in areas where **one-stop-shop** is being implemented.

- The BFP Memorandum basically adhered to the principle of streamlining the processing of business permits by providing for procedures for inspection before or after the business permitting process.
- The BFP Memorandum called for the periodic safety inspection of any building, structure and establishment **two (2) or three (3) months in advance** before the scheduled renewal of any permits or licenses by the BPLO. There is no need for the submission or referral of the application for business permits before such inspection is conducted.
- The Memorandum provided for the **inspection of establishments** with issued business permit during the **one-stop-shop within three (3) days upon receipt of payment** of pertinent fire code fees.

LEGAL BASIS

4. Ordinance No. 62 Series of 2012,

“An Ordinance Establishing the 3-S in Public Service Program in Valenzuela City and Providing Funds Therefor.”

- Section 6 of City Ordinance No 62 Series of 2012 provides that:

“**POST AUDIT INSPECTION.** The main feature of this program is the post auditing scheme. This warrants post inspection of the issued regulatory permits and clearances within reasonable time to double check the owner’s faithful confirmation to any regulatory measures and requirements. This includes sanitation permits, locational clearance and fire safety inspection permits. This is to ensure that the only compliant and first rate business subsist in the city.”

BFP's RECORD OF SHORTCOMINGS

TABLE 1 CITY-TO-CITY COMPARISON OF NUMBER ESTABLISHMENTS INSPECTED VS. NUMBER OF REGISTERED ESTABLISHMENTS AS OF DECEMBER 2014

DISTRICT/CITY/ MUNICIPALITY	NUMBER OF REGISTERED ESTABLISHMENTS AS OF DEC. 2014	NUMBER OF ESTABLISHMENTS INSPECTED	GAP (PERCENTAGE OF REGISTERED ESTABLISHMENTS INSPECTED) IN %
FD I	53,025	11,441	22
FD II			
Caloocan City	11,000	3,198	29
Malabon City	5,654	851	15
Navotas City	11,458	1,667	15
FD III			
Pasay City	9,600	1,799	19
Makati City	28,901	3,697	13
Paranaque City	17,000	3,534	21
Las Pinas City	11,295	2,540	22
Muntinlupa City	12,929	3,382	26
FD IV			
Marikina City	16,128	4,293	27
Pasig City	25,786	7,291	28
Pateros	1,513	409	27
Taguig City	8,377	2,598	31
Mandaluyong City	13,221	3,075	23
San Juan City	5,483	4,872	89
CFD	64,515	28,965	45
TOTAL	295,885	83,612	28

BFP's RECORD OF SHORTCOMINGS

TABLE 2 CITY-TO-CITY COMPARISON OF NUMBER ESTABLISHMENTS WITH ISSUED FSIC VS. NUMBER OF REGISTERED ESTABLISHMENTS AS OF DECEMBER 2014

DISTRICT/CITY/MUNICIPALITY	NUMBER OF REGISTERED ESTABLISHMENTS AS OF DEC. 2014	NUMBER OF ESTABLISHMENTS WITH ISSUED FSIC	PERCENTAGE
FD I	53,025	4,818	9
FD II			
Caloocan City	11,000	2,021	18
Malabon City	5,654	371	7
Navotas City	11,458	476	4
FD III			
Pasay City	9,600	697	7
Makati City	28,901	692	2
Paranaque City	17,000	3,197	19
Las Pinas City	11,295	979	9
Muntinlupa City	12,929	910	7
FD IV			
Marikina City	16,128	3,119	19
Pasig City	25,786	2,732	11
Pateros	1,513	99	7
Taguig City	8,377	487	6
Mandaluyong City	13,221	2,846	22
San Juan City	5,483	2,120	39
CFD	64,515	18,224	28
TOTAL	295,885	43,788	15

BFP's RECORD OF SHORTCOMINGS

Based on the records of the Valenzuela City BPLO, there were **15,775** Business Permit renewal applications for the period of 1 January 2014 to 31 December 2014.

On the other hand, FSInsp. Edgrover Oculam, acting as the representative of FSupt. Mel Jose P. Lagan of the BFP, reported during the 20 February 2015 meeting of the Valenzuela City Peace and Order Council, that the BFP inspected only **3,577 (22.54%)** establishments in 2014. Of this number, only **2,667 (16.91%)** were issued FSIC. As reported during the said meeting, the number of safety inspections conducted and FSIC's issued from 2009 to 2014 are as follows:

	2009	2010	2011	2012	2013	2014
No. of Safety Inspection Conducted	933	592	2,746	1,319	1,227	3,577
No. of FSIC issued	453	499	1,553	450	117	2,667

BFP SHOULD INFORM AND NOTIFY THE CITY OF ANY BUSINESS VIOLATIONS

1. The official forms issued by the BFP, including Notice to Comply, Notice to Correct Violation, FSEC and FSIC must be executed in triplicate with a copy given to the applicant, **the second copy to the BPLO/BO**, and the third to the BFP.
2. Secretary Robredo's Memorandum Circular No. 2011-05 requires the City/Municipal Fire Marshall to issue a **written report notifying the Local Chief Executive of all the names of non-compliant establishments.**

BFP SHOULD INFORM AND NOTIFY THE CITY OF ANY BUSINESS VIOLATIONS

3. BFP as a member of the Peace and Order Council NEVER informed nor notified the City through the Mayor or the BPLO of any adverse findings with respect to any Fire Safety Inspection it conducted, in the form of negative list, Notice to comply or information on any violation.

ON THE ISSUE OF ENDORSEMENTS AND REMITTANCES

- BFP Memorandum provided for the **inspection of establishments** with issued business permit during the **one-stop-shop within three (3) days upon receipt of payment of pertinent fire code fees.**
- **The City did not only remit payment of pertinent fire code fees to BFP but also endorsed all business permit applications to the BFP for information and appropriate action.**
- ALL application forms for business permits for 2015 were forwarded to FSUPT Mel Jose P. Lagan of the BFP for his information and appropriate action. Likewise, the share of the BFP from the total collection of the Fire Code fees for 2015 which were paid as part of the payments for the issuance of the Business Permit were remitted to the BFP. It was thus incumbent upon the BFP to conduct the inspection of the premises.

AWARDS AND CITATIONS FOR VALENZUELA CITY'S BUSINESS PERMITS PROCESS

- A. ONE OF THE MOST BUSINESS FRIENDLY CITIES IN THE PHILIPPINES in 2011 given by the World Bank**
- B. TOP ONE BEST GOVERNED HIGHLY-URBANIZED CITY for 2010 given by DILG in 2011**
- C. GALING POOK AWARDS given by the Galing Pook Foundation in 2012**
- D. MOST BUSINESS FRIENDLY CITY 2012 given Philippine Chamber of Commerce and Industry (PCCI)**
- E. 9TH MOST COMPETITIVE CITY given by the National Competitiveness Council in 2014**
- F. MOST BUSINESS FRIENDLY CITY 2014 given Philippine Chamber of Commerce and Industry (PCCI)**
- G. ISO 9001:2008 Certified on 2014 which includes statutory and legal compliance by TUV:SUD Philippines**