

[MEMORANDUM ORDER NO. 117, September 15, 2003]

DIRECTING LOCAL AUTHORITIES TO SIMPLIFY AND RATIONALIZE THEIR CIVIL APPLICATION SYSTEMS, AND THE SECRETARY OF INTERIOR AND LOCAL GOVERNMENT AND SECRETARY OF TRADE AND INDUSTRY TO FACILITATE THE STREAMLINING OF PROCEDURES IN THE ISSUANCE OF LOCAL PERMITS AND CLEARANCES.

WHEREAS, red tape is a disincentive to business opportunities and presents opportunities for graft and corruption; **WHEREAS**, in order to address red tape, there is an urgent need to simplify and rationalize application systems in such areas as business permits, building permits, certificate of occupancy, real property document and civil registry documents; **WHEREAS**, the simplification and rationalization of civil application systems will enhance revenue generation efforts, facilitate investments and promote transparency, accountability, level playing field and efficiency and effectiveness in local administration; and **WHEREAS**, business-friendly local government policies and procedures strengthen the foundation of good local governance and are essential in the building of competitive local economies; **NOW, THEREFORE, I, GLORIA MACAPACAL-ARROYO**, President of the Philippines, by virtue of the powers vested in me by law, do hereby order: **Section 1.** All Mayors of Cities and Municipalities are hereby directed to simplify and rationalize the issuance of business permits, building permits, certificate of occupancy and other clearances in terms of documentary requirement, procedures and signatories, processing time and processing cost. **Sec. 2.** The Secretary of Interior and Local Government and the Secretary of Trade and Industry shall facilitate the simplification of such civil application systems, and shall jointly take the lead in the implementation of the following concerns:

- a. Conduct of National and Regional Gathering of Business-Friendly Cities and Municipalities as for a in the sharing of insights and experiences in the promotion of investor-friendly environments at the local government level;
- b. Documentation and popularization of good practices; and
- c. Monitoring of the performance of cities and municipalities.

Sec. 3. The Secretary of Interior and Local Government and Secretary of Trade and Industry shall jointly prepare and submit a semestral report to the Office of the President, through the Presidential Management Staff, on actions taken and accomplishments in compliance with this Memorandum Order. **Sec. 4.** This Memorandum Order shall take effect immediately. **DONE**, in the City of Manila this 15th day September, in the year of Our Lord, Two Thousand and Three.

(Sgd) GLORIA MACAPAGAL-ARROYO

By the President: **(Sgd) ALBERTO G. ROMULO** *Executive Secretary*
