



EXECUTIVE ORDER NO. 31-A
Series of 2020

**AN ORDER AMENDING EXECUTIVE ORDER NO. 31, SERIES 2019, ENTITLED:
CREATION OF AN OVERSIGHT COMMITTEE ON THE REVISION OF
FEES AND CHARGES**

WHEREAS, from the issuance of Executive Order No. 31, S-2019 the membership of the Oversight Committee on the Revision of Fees and Charges needs to be revised in conformity with Executive Order No. 49, S-2019.

WHEREAS, The Department of Interior and Local Government (DILG) and the Department of Finance (DOF) issued Joint Memorandum Circular (JMC) No. 2019-01 dated May 17, 2019 on the Subject of "GUIDELINES FOR THE REVIEW, ADJUSTMENT, SETTING AND/OR ADOPTION OF REASONABLE REGULATORY FEES AND CHARGES OF LOCAL GOVERNMENT UNITS";

WHEREAS, Quezon City has to ensure a uniform procedure in setting reasonable fees and charges as provided for by the provisions of Republic Act No. 7160, otherwise known as the Local Government Code (LGC) of 1991 and in order to set a balance between recovering the cost of services and the ease of doing business in compliance with RA No. 11032, otherwise known as the Ease of Doing Business and Efficient Government Service Delivery (EODBEGSD) Act of 2018;¹

WHEREAS, JMC 2019-01 requires the creation of an oversight committee on the revision of fees and charges for the above-mentioned purposes.

WHEREAS, the reorganizing of the oversight committee on the revision of fees and charges is made for the proper review of the Quezon City Revenue Code;

NOW, THEREFORE I, MA. JOSEFINA G. BELMONTE, Mayor of Quezon City, by virtue of the powers vested in me by law, do hereby order:

SECTION 1, CREATION OF AN OVERSIGHT COMMITTEE ON THE REVISION OF FEES AND CHARGES. An Oversight Committee on the Revision of Fees and Charges (hereinafter referred to as Committee) is hereby constituted and shall be composed of the following:

- Chairperson: (1) City Mayor
- Co-Chairpersons: (2) City Treasurer, or his designated representative
- (3) City Administrator, or his designated representative

¹2.1, Department of Interior and Local Government, Department of Finance – Joint Memorandum Circular dated May 17, 2019.

- Members:
- (4) Assistant City Administrator for Operations, or his designated representative
 - (5) Head, City Budget Department
 - (6) Head, City Accounting Department
 - (7) City Secretary to the Sangguniang Panlungsod
 - (8) President, Liga ng mga Barangay, Quezon City
 - (9) Head, Business Permit and Licensing Department
 - (10) Head, City Health Department
 - (11) Head, Quezon City Veterinary Department
 - (12) Head, Novaliches District Hospital
 - (13) Head, Market Development and Administration Department
 - (14) Head, City Civil Registry Department
 - (15) President, Quezon City University
 - (16) Head, Quezon City Tourism Department
 - (17) Administrator, Quezon Memorial Circle Office
 - (18) Head, Department of Public Order and Safety
 - (19) Chairperson, Liquor Licensing and Regulatory Board

The Committee shall likewise invite other concerned implementing departments/offices to introduce comments and recommendations.

SECTION 2, FUNCTIONS AND RESPONSIBILITIES. The Committee shall have the following functions and responsibilities:

1. Ensure that the guiding principles as prescribed under the LGC and JMC 2019-01 are observed;
2. Review the rationale for fees and user charges imposed by the LGU and methodology for determination of the fee schedule of rates;
3. Gather data on the cost of delivering regulatory, service fees and charges, in order to compute the appropriate rates that will recover the cost, using the Local Fees and Charges Toolkit prescribed by the Bureau of Local Government Finance;

4. Submit to the Mayor and the *Sangguniang Panlungsod* the recommended proposed local revenue ordinance including a program of action to institute reforms.

SECTION 3. MEETINGS AND QUORUM. The Committee shall meet as often as necessary upon call of the Chairperson. A majority of the members of the Committee shall constitute a quorum, but the Chairperson or a Co-Chairperson must be present where proposals for the review of fees and charges will be approved. The affirmative vote of all the majority of the members shall be necessary to approve such proposal.

SECTION 4. SECRETARIAT. The City Treasurer's Office is hereby designated as Secretariat to the Committee. It shall provide administrative support in the conduct of meetings, take charge of communications and notices, and take custody of all records, data information, and other documents of the Committee.

SECTION 5. RESOURCE AVAILABILITY. The funding necessary to carry out the duties and functions of the Committee shall be sourced from the Office of the City Mayor or from any available funds of the City in accordance with the government accounting and auditing management and procedures, other existing laws, rules and regulations.

SECTION 6. REPEALING CLAUSE. All prior Orders, Issuances or Guidelines inconsistent herewith are deemed amended, modified or superseded.

SECTION 7. DISSEMINATION. A copy of this Executive Order shall be furnished to the Office of the President and the Metropolitan Manila Development Authority (MMDA) for information and guidance pursuant to Section 455(1)(xii) of RA 7160, as amended, and shall be posted at the official website of the Quezon City Government.

SECTION 8. EFFECTIVITY. This Order shall take effect immediately.

DONE, March 16 2020, Quezon City.


MA. JOSEFINA G. BELMONTE
City Mayor