



Republic of the Philippines  
Quezon City  
**OFFICE OF THE MAYOR**

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EXECUTIVE ORDER NO. 81  
Series of 2019

CREATION OF AN OVERSIGHT COMMITTEE ON THE  
REVISION OF FEES AND CHARGES

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 entitled, "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 (EODB EGSD) Act of 2018;<sup>1</sup>

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

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:	City Mayor
Co-Chairperson:	City Treasurer
Members:	City Budget Officer
	Head, City Planning and Development Department
	City Accountant
	Secretary to the Sangguniang Panlungsod
	Representative, Liga ng mga Barangay
	City Assessor

<sup>1</sup> 2.1, Department of Interior and Local Government, Department of Finance – Joint Memorandum Circular dated May 17, 2019.

Head, Business Permits and Licensing Department

Head, Environmental Protection and Waste  
Management Department

City Health Officer

Head, Market Development and Administration  
Department

City Building Official

Representative, Office of the City Administrator

Head, Internal Audit Service

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

- a) Ensure that the guiding principles as prescribed under the LGC and JMC 2019-01 are observed;
- b) Review the rationale for fees and user charges imposed by the LGU and methodology for determination of the fee schedule of rates;
- c) 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;
- d) Submit to the City Mayor and the *Sanggunian Panlungsod* the recommended proposed local revenue ordinance including a program of action to institute reforms.

**SECTION 3. MEETINGS AND QUORUM.** The Committee shall meet at least once a month or as often as necessary. A majority of the members of the Committee shall constitute a quorum, but the Chairperson or the Vice Chairperson must be present where proposals for the review of fees and charges will be proposed. The affirmative vote of all the majority of the members shall be necessary to approve such proposal.

**SECTION 3. 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 4. REPEALING CLAUSE.** All prior Orders, Issuances or Guidelines inconsistent herewith are deemed amended, modified or superseded.

**SECTION 5. DISSEMINATION.** A copy of this Executive Order shall be furnished to the Office of the President and the Metropolitan 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.

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SECTION 6. EFFECTIVITY. This Order shall take effect immediately.

DONE, 20 SEPTEMBER 2019, Quezon City.

  
MA. JOSEFINA G. BELMONTE  
City Mayor