



EXECUTIVE ORDER NO. 2020-007
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**PRESCRIBING GUIDELINES ON REVOCATION OF MAYOR'S PERMIT
AND/OR CLOSURE OF BUSINESS ESTABLISHMENTS**

WHEREAS, a self-reliant and caring city must have businesses that operate in strict compliance with laws, ordinances, rules and regulations;

WHEREAS, in case of violations, it is expected that effective and swift corrective measures shall be enforced;

NOW THEREFORE, I, NELSON S. LEGACION, Mayor of the City of Naga, by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. NOTICE OF VIOLATION. During inspection of a particular establishment, when a violation has been noted, the concerned office shall issue a Notice of Violation, along with the Inspection Report. A period of fifteen (15) days shall be given to the owner of the establishment to institute corrective measures and to comply with pertinent laws or ordinances.

SECTION 2. FINAL NOTICE. If the aforesaid period has expired and the establishment has not yet instituted necessary rectifications, a Final Notice will be prepared, signed and caused to be sent by the City Legal Office. Upon receipt of the said notice, the establishment is given ten (10) days to comply with pertinent laws or ordinances.

SECTION 3. NOTICE OF CANCELLATION/REVOCATION OF BUSINESS AND MAYOR'S PERMIT. Should there still be non-compliance to the Final Notice, a Notice of Cancellation/Revocation of Business and Mayor's Permit shall then be issued by the City Legal Office.

SECTION 4. NOTICE OF CLOSURE. If the establishment continues to operate despite receipt of the Notice of Cancellation/Revocation of Business and Mayor's Permit, a Notice of Closure shall be posted in its premise.

The establishment shall also be padlocked and the items used in the operation of the business shall be confiscated. Padlocking and confiscation shall be executed by representatives from the City Treasurer's Office, City Legal Office, Public Safety Office and the concerned office which issued the Notice of Violation. For this purpose, the Public Safety Office is hereby directed to closely coordinate with and, if warranted, immediately request the assistance of the Naga City Police Office to peacefully and promptly effect the closure.



Republic of the Philippines
Office of the City Mayor
City of Naga, 4400



- c. Information dissemination strategies to raise awareness among residents and other motorists about the new tricycle routes and the portions of national highways that may be traversed by tricycles for lack of an alternative route;
- d. Color-scheme or any visible emblem/sign that will be imposed on tricycles which will be allowed to ply a route that traverses a national highway; and,
- e. Proposal on the penalties to be imposed against violators.

SECTION 5. EFFECTIVITY CLAUSE. This Executive Order shall take effect immediately.

LET COPIES of this Executive Order be furnished all concerned for their information and guidance.

Issued this 19th day of February, Two Thousand and Twenty in the City of Naga, Philippines.

NELSON S. LEGACION
City Mayor

Attested by:

FRANCISCO M. MENDOZA
Acting City Administrator