



EXECUTIVE ORDER NO. 054

Series of 2025

RECONSTITUTING THE NAGA CITY JOINT INSPECTION TEAM

WHEREAS, Joint Memorandum Circular No. 01, series of 2016 of the Department of the Interior and Local Government, Department of Trade and Industry and Department of Information and Communications Technology enjoins all local government units to organize and create a Joint Inspection Team;

WHEREAS, the Joint Inspection Team shall be responsible for undertaking inspections within each year after the issuance or renewal of a business permit to verify information declared by the business in the application for such permit as well as to identify unregistered businesses;

NOW, THEREFORE, I, **MARIA LEONOR G. ROBREDO**, Mayor of the City of Naga by virtue of the powers vested in me by law, do hereby order the following:

SECTION 1. COMPOSITION. The Naga City Joint Inspection Team is hereby reconstituted and shall have the following composition:

Chairperson

MARIA SOCORRO R. GAYANILO

City Treasurer

Members

The Department Heads of the following offices shall send one representative to the aforesaid Team to sit and act as members thereof:

1. City Planning and Development Office
2. City Health Office
3. City Engineer's Office
4. City Environment and Natural Resources Office
5. Public Safety Office
6. City Legal Office



7. Investment, Tourism and Promotions Office
8. Bureau of Fire Protection - Naga City
9. Naga City Police Office

SECTION 2. FUNCTIONS, DUTIES, AND RESPONSIBILITIES. The Joint Inspection Team shall ensure that:

- Appropriate policies within their respective scope and jurisdictions are followed;
- Compliance with relevant rules, ordinances, and regulations is observed during inspections;
- Violations identified in the course of inspections are properly documented and endorsed to the concerned office for appropriate action;
- Unregistered businesses are identified and endorsed for proper regulation and compliance.

SECTION 3. LOGISTICS. To advance the interest of efficiency and economy, the aforesaid offices and agencies comprising the Naga City Joint Inspection Team shall pool their resources (e.g. equipment, vehicles and personnel) in conducting inspections. They may also request the assistance of other city government offices not part of the said team to aid them in the conduct of their function.

SECTION 4. AMENDMENTS AND INTERPRETATION. This Order may be amended or supplemented as may be deemed necessary, and shall be interpreted to give full force and effect to the attainment of the declared policy and the operationalization of the principles of good governance.

SECTION 5. REPEALING CLAUSE. All issuances and orders inconsistent with this Order are hereby repealed, amended, or modified accordingly.

SECTION 6. SEPARABILITY CLAUSE. If any provision of this Order is declared unconstitutional or invalid, the other provisions not affected thereby shall remain in full force and effect.



Republic of the Philippines
OFFICE OF THE CITY MAYOR
City of Naga, 4400



SECTION 7. EFFECTIVITY. This Order shall take effect immediately and shall remain in effect unless otherwise revoked or amended, or until superseded by an ordinance.

DONE in the City of Naga, this 8th day of October, 2025.


MARIA LEONOR GERONA ROBREDO
City Mayor

Attested by: 
RAYNOR RODRIGUEZ