



**EXECUTIVE ORDER NO. 001**  
**Series of 2023**

**REACTIVATING THE BUSINESS ONE-STOP-SHOP (BOSS) IN THE MUNICIPALITY OF MARCOS, ILOCOS NORTE**

WHEREAS, pursuant to Republic Act No. 9485, otherwise known as the Anti-Red Tape Act (ARTA), all government instrumentalities are mandated to provide efficient and effective delivery of services to the public by reducing bureaucratic red tape and preventing graft and corruption and providing penalties thereof;

WHEREAS, the business permits renewal and registration are housed under one roof with every participating department, and other national agencies converged for an easy and speedy process;

WHEREAS, there is a need to implement a service delivery system in business permit processing for the convenience of businessmen and investors and to attract even more business locators in the municipality;

WHEREAS, the Business One-Stop Shop (BOSS) is among the leading strategies being pursued by this Municipality to improve its business and investment climate, which seeks to shorten, simplify and create a business-friendly permit process, thus raising the satisfaction level of the applicants and generating local revenues for the municipality;

WHEREAS, there is a need to reactivate the said program to ensure the continuous implementation of the process;

**WHEREFORE**, premises considered and by virtue of the powers vested in me under the laws of the Republic of the Philippines, **I, RHONEL ALLAN M. COLOMA**, Acting Municipal Mayor of the Municipality of Marcos, Ilocos Norte, do hereby reactivate the Business One-Stop Shop (BOSS) and order the following:

**Section 1.** Composition. The Business One-Stop Shop (BOSS) Members shall be composed of the following:

<b>OFFICE OF THE MAYOR</b> Jenah J. Balicao Regine Marcelo Glenn Bryson Sta. Monica	<b>OFFICE OF THE MUNICIPAL ASSESSOR</b> Jose B. Pacorsa Blesly Battulayan Nathaniel Smith
<b>MUNICIPAL TREASURY OFFICE AND BUSINESS PERMIT AND LICENSING OFFICE</b> Imelda C. Manuel Flordeliza C. Agdinaoay Renie Pascual Marize Agdinaoay Neslyn Battulayan	<b>MUNICIPAL PLANNING AND DEVELOPMENT OFFICE</b> Donna Bless A. Isaac Vannesa T. Garcia Zandra Lyne C. Navarro
<b>MUNICIPAL HEALTH OFFICE</b> Cesar B. Carullo Dessa Jane R. Flores Cherryl Joy D. Simeon	<b>MUNICIPAL ENGINEERING OFFICE</b> Marielle Menor Mark Jansen M. Calape Shaina Jennifer Ofilas
<b>BUREAU OF FIRE PROTECTION</b> Augustus B. Ebina Marc Joseph Cabrera John Loraine P. Domingo	<b>PHILIPPINE NATIONAL POLICE - MARCOS POLICE STATION</b> Roderick Taylan Jasmin F. Razon





**Section 2.** Functions. The BOSS Members shall have the following functions:

1. Facilitate the preparation, coordination, and execution of the Business One-Stop Shop;
2. Provide basic information about the process flows of the Business One-Stop Shop;
3. Establish a database containing all relevant information, facts, and figures;
4. Coordinate with other offices, specifically the Municipal Treasury Office, Municipal Engineering office, Municipal Health Office, Municipal Planning and Development Office, Bureau of Fire Protection, and Permit and Licensing Office of this Municipality;
5. Perform other related functions.

**Section 3.** Repealing Clause. All executive orders, proclamations, rules, regulations, previous issuances, or parts thereof inconsistent with the provisions of this Order are hereby repealed, amended, and modified accordingly.

**Section 4.** Effectivity. This Executive Order shall take effect all year round.

DONE in the Municipality of Marcos, Ilocos Norte, this 3<sup>rd</sup> day of January 2023.

  
**RHONEL ALLAN M. COLOMA**  
Acting Municipal Mayor

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