



Republic of the Philippines  
Province of Northern Samar  
**MUNICIPALITY OF SAN ROQUE**  
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**OFFICE OF THE SANGGUNIANG BAYAN**

**MUNICIPAL ORDINANCE NO. 60 S, 2024**

**AN ORDINANCE ESTABLISHING AND INSTITUTIONALIZING THE MUNICIPAL ECONOMIC DEVELOPMENT AND INVESTMENT PROMOTIONS OFFICE IN THE MUNICIPAL GOVERNMENT OF SAN ROQUE, NORTHERN SAMAR, APPROPRIATING FUNDS THEREFOR, AND FOR OTHER PURPOSES**

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Authored by: SB Member Hilario John Francis L. Acebuche  
Co - Authored by: Unanimous

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**BE IT ENACTED**, by the Sangguniang Bayan, during its regular session duly assembled that:

**SECTION 1. CREATION OF THE MUNICIPAL ECONOMIC DEVELOPMENT AND INVESTMENT PROMOTIONS OFFICE** - The Municipal Economic Development and Investment Promotions Office ("MEDIPO", for brevity) is hereby created as an office in the Municipal Government of San Roque, Northern Samar, which shall be headed by a Municipal Economic Development and Investment Promotions Officer who shall be a Municipal Government Department Head (SG-24), whose position shall be included in the General Annual Fund Budget beginning the next fiscal year following the approval of this Ordinance.

In the absence of a duly appointed Municipal Economic Development and Investment Promotions Officer, the Municipal Mayor shall designate personnel to act as such.

**SECTION 2. FUNCTIONS OF THE MUNICIPAL ECONOMIC DEVELOPMENT AND INVESTMENT PROMOTIONS OFFICE** - The MEDIPO shall take charge of all activities related to LGU investment facilitation, and promotion activities, local enterprise development, establishment of support mechanism for the growth of Micro, Small and Medium Enterprises (MSMEs), provide mechanisms for business retention and expansion, and or other business and economic activities to attract investments and generate employment. Specific functions are as follows:

- a. Serve as principal advisor to the Municipal Mayor and the Sangguniang Bayan on matters pertaining to investment promotions and serve also as member of the advisory group that will guide the LGU for investment promotion;
- b. Steer the creation of a business enabling environment to attract, retain or expand investments;
- c. Advocate and promote policies and practices that will encourage local investments such as, but not limited to:(i) preparation of the LGU Economic Development Plan to attract and sustain investments, which Code shall be aligned with the Provincial Development and Physical Framework Plan (PDPFP), Comprehensive Land Use Plan (CLUP), Comprehensive Development Plan (CDP), and Local Investments and Incentive Code (LIIC) to provide a conducive environment for businesses and investments; (ii). Assist on the formulation of Local Investments and Incentive Code; and (iii) enhance marketing and promotion strategies to showcase the LGU's investment opportunities and attract potential investors;
- d. In close coordination with Municipal Planning and Development Coordinator, identify revenue generating and enterprise development projects of the LGU which may be implemented by the private sector through Public-Private Partnership (PPP) arrangements;

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e. Provide support and facilitation assistance for prospective and new investors;

f. Establish and maintain a local economic database containing relevant facts and figures on the local economy to be able to provide information about business potentials of the LGU including its services to prospective investors to be able to attract more investments to flow in the locality;

g. Conduct mission trips in relation to promotion and marketing activities of the LGU to attract investments;

h. Assist and support local councils whose undertaking are related to economic development;

i. Assist in the promotion and development of Micro, Small, and Medium Enterprises (MSMEs) in the locality, as well as all other potential investors, particularly in (a) securing clearances, licenses and permits, (b) identifying business sites, (c) sourcing skilled manpower and service providers, and (d) facilitating the resolution of issues and concerns encountered by business entities;

j. Establish and maintain partnership with regional and/or provincial offices of the National Economic Development Authority (NEDA), Public-Private Partnership (PPP) Center, Department of Trade and Industry (DTI), DTI-Board of Investments (DTI-BOI), National Competitiveness Council (NCC), Department of Science and Technology (DOST), Department of Finance (DOF), Bureaus and attached agencies such as Bureau of Internal Revenue (BIR), Bureau of Customs (BOC), Securities and Exchange Commission (SEC), and Bureau of Local Government Finance (BLGF), along with other national government regulatory agencies and with the private sector NGOs/CSOs, academe and other stakeholders in the implementation of programs, projects and activities that will promote the business-friendliness and Competitiveness of the LGU;

k. Represent the Municipality in trade and investment meetings, conferences, and other similar activities;

l. Prepare and disseminate investments promotions collaterals, e.g. brochures, and a website of the LGU for the purpose of information dissemination, including issuing reminders to Registered Enterprises, and providing information relevant to investors, among other information generally relevant to doing business;

m. Perform administrative supervision over various municipal offices that are involved in investment promotions, business processing and licensing, and other related activities, such as, but not limited to, Business Processing and Licensing Office (BPLCO), Municipal Tourism Office, and such other offices that may be placed under its administrative supervision by the Municipal Mayor;

n. Perform such other duties and functions as may be assigned to it by the Municipal Mayor, including but not limited to: (a) identify and prioritize potential investment areas and sectors in the LGU; (b) develop and implement programs and projects that promote investment and economic development, including but not limited to, investment promotion, enterprise development, and job creation; (c) facilitate the registration and licensing of businesses in the LGU; (d) provide technical assistance and advisory services to investors and entrepreneurs; (e) conduct research and gather data on economic trends, opportunities, and challenges in the LGU; (f) foster partnership and collaborations with other local government units, national government agencies, private sector entities, and other stakeholders to promote economic growth and development; and (vii) monitor and evaluate the implementation and impact of MEDIPPO programs and projects.

SECTION 3. FUNDING SUPPORT. Appropriate funding support may be provided to the LEPIDU from existing appropriations.

SECTION 4. SEPARABILITY CLAUSE. Whenever any provision of this ordinance, or any portion thereof, is declared by proper and competent authority to be unconstitutional or in valid, the remaining provisions not otherwise affected shall remain in full force and effect.

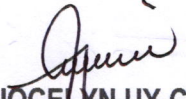
SECTION 5. REPEALING CLAUSE. Any ordinance, executive order, local issuance or rules and regulations, or parts, thereof, which are inconsistent with this ordinance are hereby repealed and/or modified accordingly.



**SECTION 6. EFFECTIVITY-** This Ordinance shall take effect after fifteen (15) days of publication in the bulletin board situated in the Public Market, Lobby of the Municipal Hall of San Roque, and the Super Health Center.

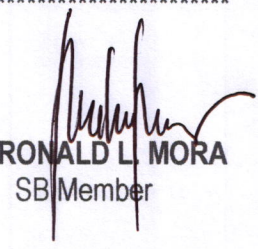
**DONE and APPROVED,** this 2nd day of September 2024 at Sangguniang Bayan Session Hall, 2nd Floor, Balaudnan Building, San Roque, Northern Samar, Philippines.


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**JOCELYN UY-CURSO**  
SB Member

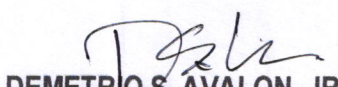
  
**ENGR. DANTE C. TAN**  
SB Member

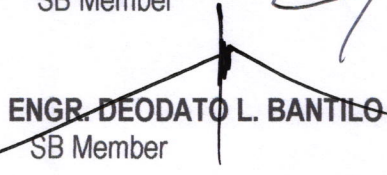
  
**FEDDIE F. JARITO**  
SB Member

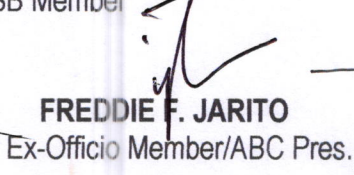
  
**RONALD L. MORA**  
SB Member

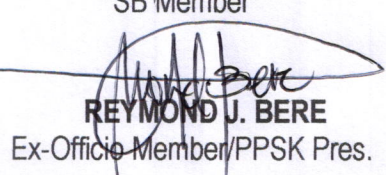
  
**GIO S. GALVEZ**  
SB Member

  
**HILARIO JOHN FRANCIS L. ACEBUCHE**  
SB Member

  
**DEMETRIO S. AVALON, JR.**  
SB Member


  
**ENGR. DEODATO L. BANTILO**  
SB Member

  
**FREDDIE F. JARITO**  
Ex-Officio Member/ABC Pres.


  
**REYMOND J. BERE**  
Ex-Officio Member/PPSK Pres.

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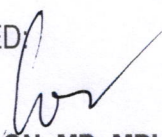
I HEREBY CERTIFY, as to the correctness of the foregoing Ordinance.

  
**MARIENEL B. AVALON**  
Officer - in - Charge  
Office of the Secretary to the Sangguniang Bayan

ATTESTED:

  
**ETHEL O. RAMIREZ**  
Municipal Vice Mayor/Presiding Officer

APPROVED:

  
**MARIA ANA G. ABALON, MD, MPH**  
Municipal Mayor

16 SEP 2024