



**EXECUTIVE ORDER NO. 013**  
Series of 2022 *and*

CREATING A CITY TASK FORCE FOR THE PURPOSE OF INSPECTING AND ASSESSING ALL BUSINESS ESTABLISHMENTS WITHIN THE CITY OF ISABELA FOR REQUIREMENTS SET FOURTH UNDER ISABELA CITY ORDINANCE NO. 15-438, AND OTHER PERTINENT CITY ORDINANCE AND LAWS SUCH AS THE BUILDING, HEALTH, AND SANITATION CODES OF THE PHILIPPINES AND ETC.

**Section 1. Creation of Isabela City Task Force Business Permits and Licenses-**

There is hereby created a City Task Force for the purpose of inspecting all business establishments and premises within the City of Isabela, to ascertain whether they are properly covered with Business Permit and other regulatory requirements as provided for under City Ordinance and laws such as Building, Health and Sanitation Codes of the Philippines, etc. to be composed as follows:

- |                             |   |   |
|-----------------------------|---|---|
| 1. Joel L. Zanoria          | - | City Administrator                      |
| 2. Jaime Juanito A. Rivera  | - | LEDIPO                                  |
| 3. Eugene B. Strong         | - | CGSO                                    |
| 4. Mr. Alberto V. Porticos  | - | Licensing Officer IV                    |
| 5. Ma. Corazon A. Siose     | - | Licensing Officer III                   |
| 6. Susan Dolores DR. Garcia | - | Licensing Officer III                   |
| 7. Claudio M. Ramos         | - | City Tourism Officer                    |
| 8. PLTCOL Junpikar Sitin    | - | COP, ICPS                               |
| 9. SINSIP Edgar A. Quitoy   | - | Isabela City Fire Marshall              |
| 10. Jamer M. Abdulaup       | - | Licensing Staff                         |
| 11. Melisha S. Antonio      | - | Rev. Collection Officer III             |
| 12. Elmer De Asis           | - | Sanitary Inspector II                   |
| 13. Reynaldo Dumdum         | - | Zoning Officer IV                       |
| 14. Allan D. Mohammad       | - | Acting Market Supervisor                |
| 15. Hon. Sara A. Ismael     | - | Chairman, Committee on Trade & Industry |

**Section 2. Functions-**

1. To inspect all Business Permits of all business establishments in the City of Isabela.
2. To assess, issue, and accomplish business permit application form for business establishments which do not have permits.
3. To collect the corresponding regulatory fees & charges, business tax and surcharges thereon.
4. To assess and determine if such establishment complies with the Zoning Ordinance, Building Code and Sanitation Code.
5. To render accomplishment report to the undersigned.

**Section 3. Cost -**

You are hereby entitled to collect meals and transportation allowance chargeable against local fund. Issued this 6th day of April, 2022 Isabela City, Basilan Province.

OFFICE OF THE MAYOR

RELEASED

BY: *[Signature]*

DATE: *04/12/2022*

TIME: *1:00 PM*

City Government of Isabela de Basilan  
[www.isabelacity.gov.ph](http://www.isabelacity.gov.ph)  
[mayor@isabelacity.gov.ph](mailto:mayor@isabelacity.gov.ph)

*[Signature]*  
**HON. SITTIDIALIA A. TURABIN-HATAMAN**  
City Mayor

