



Republic of the Philippines  
Province of Ilocos Norte  
MUNICIPALITY OF NUEVA ERA

**OFFICE OF THE SANGGUNIANG BAYAN**

EXCERPT FROM THE MINUTES OF THE 42<sup>nd</sup> **REGULAR SESSION** OF THE SANGGUNIANG BAYAN OF NUEVA ERA, ILOCOS NORTE, HELD AT THE SESSION HALL ON JUNE 5, 2017 AT 9:00 O'CLOCK IN THE MORNING, MONDAY.

**PRESENT:**

HON. ALDRIN R. GARVIDA  
HON. JOSEPH B. ARZADON  
HON. JERRY D. ALEJANDRO  
HON. ROGER O. ARZADON  
HON. BENABEL A. LALUGAN  
HON. OSIAS O. BUENO  
HON. PETRONIO JR. H. RIQUELMAN  
HON. AGRIFINA T. DUMLAO  
HON. EDWIN B. YAGIN

Vice Mayor & Presiding Officer

SB Member

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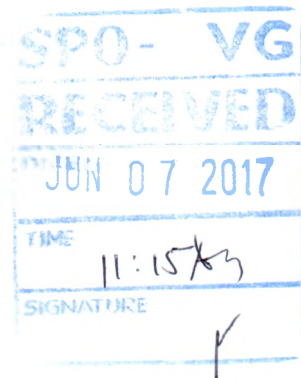
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ABC President

**ABSENT:**

HON. JURLANDINO CASTILLO

SB Member (on Sick leave)



**MUNICIPAL ORDINANCE NO. 13  
Series 2017**

**AN ORDINANCE ENACTING THE TOURISM CODE OF THE MUNICIPALITY OF  
NUEVA ERA, PROVINCE OF ILOCOS NORTE**

BE IT ORDAINED by the Sangguniang Bayan of Nueva Era in its session assembled, THAT:

**Title I. GENERAL PROVISIONS**

**Section 1. TITLE.** This Ordinance shall be known and cited as the **"TOURISM CODE OF THE MUNICIPALITY OF NUEVA ERA, ILOCOS NORTE"**

**Section 2. DECLARATION OF POLICY.** It is the declared policy of the Municipal government of Nueva Era to develop, promote and enhance tourism, protect its cultural heritage through promotion of community sustainable tourism projects and strengthen partnership with tourism stakeholders, other agencies and the Municipal Government of Nueva Era.

**Section 3. DEFINITION OF TERMS.** For purposes of this Ordinance, the following terms shall mean:

1. **TOURISM ESTABLISHMENT** – Refers to any legitimate commercial entity that is engaged in the business of tourism.
2. **REGISTRATION** – Shall mean the privilege or authority granted by the Office of the Mayor to own, operate and maintain a tourist-related establishment and/or facility covered by this Ordinance.
3. **OFFICE** – Refers to the Municipal Tourism Office.
4. **MUNICIPALITY** – Refers to the Municipality of Nueva Era
5. **DEPARTMENT** – Refers to the Department of Tourism

**a) PRIMARY ENTERPRISES**

1. **HOTEL** – Means building, edifice or a completely independent part thereof, which is used for the regular reception, accommodation or lodging of travelers and tourists and the provision of services incidental thereto for a fee.

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2. **RESORT** – Any place situated and anchored on a natural setting such as rivers, lakes, mountains, or hillside offering food, accommodation and natural- based activities and recreational facilities, for a fee.
3. **TOURIST INN** – A lodging establishment catering to transients which does not meet the minimum requirements of an economy hotel.
4. **APARTMENT HOTEL ( Apartel)** – any building or edifice containing independent and furnished or semi-furnished apartments regularly leased to tourist and travelers for occupancy, on a long-term basis and offering cooking facilities to its tenants.
5. **PENSION** – a private or family-operated tourist establishment regularly catering to tourists and/or travelers, containing not more than twelve (12) independent lettable rooms where meals are provided for guests.
6. **MOTORIST HOTEL (Motel)** – Any structure with several units, primarily located along the highway with individual or common parking spaces, where motorists may obtain lodging and, in some instances, extends services for refreshments, meals and other similar services.
7. **HOMESTAY** – Provide travelers with comfortable accommodations with Filipino families in areas near tourists attractions, who provides travelers comfortable accommodation.
8. **TOUR GUIDE** – An individual or group licensed by the municipality to guide tourists for a fee.
9. **INDEPENDENT TRANSPORT OPERATOR** – An entity that may either be a single proprietorship, partnership, or corporation extending to individuals or groups such services pertaining to tourist transportation. Such operator must be an independent business from that of hotels or travel and tour agencies.
10. **TRAVEL AGENCY** – A licensed commercial enterprise where a traveler can secure information and expertise, get partial or impartial counseling, and make arrangements to travel by air, sea or land to any point in the world.
11. **TRAVEL AND TOUR AGENCY** – A licensed commercial entity extending services pertaining to tours and its various components, and travel arrangements to any point in the world.
12. **TOUR AGENCY**- A commercial entity licensed to extend services pertaining to packaging, organizing, handling and conduct of tours, arrangements for booking for transportation, accommodation, tour guides, and other related services incidental to the conduct of said tours.

**b) SECONDARY ENTERPRISES**

1. **RESTAURANT** – Any commercial establishment offering meals, beverages, refreshments and drinks to the public.
2. **SHOP** – A retail establishment offering specific lines of goods and services.
3. **SPORTS AND RECREATIONAL FACILITIES** – These include swimming pools, bowling lanes, tennis courts, pelota or squash courts, golf courses, riding range, aquatic/water sports facilities, fishing, water skiing, and other similar facilities forming part of a property.
4. **SOUVENIR SHOP** – Any licensed commercial establishment which can either be a single proprietorship, partnership or corporation offering a souvenir item or handicraft.
5. **SPA** – A facility that exudes a tranquil environment offering various amenities and services intended to relieve stress, pamper the body and make one feel relaxed and rejuvenated to promote a healthier way of life.
6. **MUSEUM** – An institutional establishment where a collection of valuable projects and artifacts on history and culture, arts and sciences are put on exhibition for the general public.
7. **CONVENTION**- Any gathering for the purpose of exchanging or disseminating views, technical expertise, experiences, knowledge, skills, information, policies or any related activity.
8. **PROFESSIONAL CONGRESS/EXHIBITION/SPECIAL EVENTS ORGANIZER** – Shall mean an activity which may either be a sole proprietorship, partnership or corporation, extending to individuals or groups, with services pertaining to the management, organization and/or

conduct of conventions, congresses, seminars, symposia, exhibitions and other special events and/or activities.

9. **DEPARTMENT STORE** – A store that sells or carries several lines or merchandise and that is organized into separate sections for the purpose of promotion, service, accounting and control.
10. **CONVINIENCE STORE/GAS STATION** – A small retail establishment offering a line of goods and services.
11. **AGRI TOURISM/FARM TOURISM** – A form of tourism activity conducted within the Municipality of Nueva Era, Ilocos Norte which may include tending to farm animals, planting, harvesting and processing of farm products. It covers attractions, activities, services and amenities, as well as other resources of the area to promote an appreciation of the local culture, heritage and traditions through personal contact with the local people.

**c) PARTNER AGENCIES/COUNCILS**

1. **ASSOCIATION** – Organization of persons/entities having the subject and promotion of tourism as a common interest, duly registered with Securities and Exchange Commission (SEC).
2. **DOT** – Department of Tourism
3. **DTI** – Department of Trade and Industry
4. **PNP** – Philippine National Police
5. **BFP** – Bureau of Fire Protection
6. **PHO** – Provincial Health Office
7. **LTO** – Land Transportation Office
8. **LTFRB** – Land Transportation Franchising and Regulatory Board

**Section 4. GENERAL ADMINISTRATIVE PROVISIONS** – The Municipal Tourism Office shall process and recommend to the Municipal Mayor, for approval, the application of any person, partnership, or corporation or other entity to maintain, operate, or engage in the business, or related to, tourism within the territorial limits of the Municipality of nueva Era. The objectives of this provision are:

- a) To ensure the proper development of the tourism and hospitality industries bearing in mind the interest of the environment, community and the economic implications of such;
- b) To establish the Municipal Tourism Office as the body to administer and carry out the formal requirements of the ordinance and be responsible to the municipal government to monitor and make policy adjustments to meet the ongoing needs of the public and the industry;
- c) To provide a flexible system with as little formality or legal technicality as may be practicable for the administration of this ordinance.
- d) To provide a legislative framework which will develop and improve tourism services and facilities and minimize the abuse of this ordinance.

**Title II. REGISTRATION OF TOURISM PROPERTIES AND ESTABLISHMENTS**

**Section 5. REGISTRATION AND MAYOR'S PERMIT** – No person, natural or juridical entity, shall keep, manage or operate any building, edifice or premises or a completely independent part thereof, for the purpose of engaging in the business of, or related to, tourism without first having issued a Certificate of Registration by the Office and a Mayor's permit to operate as such by the Municipal Mayor. Such application for registration and mayor's permit shall be processed in accordance with the procedures provided in the Revenue Code and in this ordinance. In this connection, all tourism activities of the Municipality of Nueva Era or any entity violating this provision shall be subjected to penalties herein provided.






**Section 6. APPLICATION FOR REGISTRATION** – Any person, partnership, corporation or other entity deserving to keep, manage or operate a building, edifice, premises, or an independent part thereof, for the purpose of engaging in a tourism –related business, shall accomplish (2) application forms and file with the office (Municipal Tourism Office) for registration prescribed for this purpose.

**Section 7. APPLICATION EXECUTED UNDER OATH** – Where the application is made by a corporate body, partnership, association or other entity, it shall be signed by the person duly authorized to act for and in behalf of the applicant.

**Section 8. DEFECTIVE APPLICATIONS** – Failure of the applicant to properly accomplish the application form shall be sufficient ground for its disapproval.

**Section 9. APPLICATION ENTRY BOOK**- The office (Municipal Tourism Office) shall provide itself with a well-bound application entry in which shall be entered, in chronological order, the names of applicants applying for registration and the corresponding filing date of application.

**Section 10. OBJECTION TO APPLICATION FOR REGISTRATION** – Any person may file a written objection to the issuance of a Certificate of Registration to an applicant. The objection shall state the fact upon which it is based and shall be sworn to before a person authorized to administer oaths.

**Section 11. OBJECTION REFERRED TO APPLICANT FOR COMMENT** – Upon receipt of the objection to the issuance of a Certificate of Registration to an application, the Office shall forthwith send a copy to the applicant for comment. The applicant shall be given ten (10) days from receipt of the copy of objection within which to submit the comment. Failure on the part of the applicant to submit comment within the prescribed period shall be deemed a waiver and the Office shall forthwith render decision to the objection based on the available document.

**Section 12. CONDITION TO BE SATISFIED TO MERIT ISSUANCE OF CERTIFICATE OF REGISTRATION AND MAYOR'S PERMIT** – No Certificate of Registration and Mayors Permit as a tourism related business shall be issued unless the applicant has passed all the conditions provided in this Ordinance, the fire and Building codes, and other municipal ordinances including requirements set forth in the provisions of RA 9593 for DOT Accreditation.

**Section 13. OCULAR INSPECTION** – The Office shall, create an inspection team to conduct an ocular inspection of the property and its immediate premises for the purpose of determining whether the establishments are being kept and/or managed in accordance with the standards set by the Department of Tourism for the class for which they are registered and licensed, or whether they are complying with the provisions of this ordinance.

- a) **ACCESS OF INSPECTORS TO RECORDS AND PREMISES** –The Office or its inspection team shall have access to the establishments' records and premises, the right to copy therefrom, to ask the person in charge, and investigate any fact, condition or matter which may be necessary to determine compliance with or in aid of, the enforcement of any provision of this ordinance or circulars issued by this office.
- b) **CHECKLIST OF REQUIREMENTS** – The office shall design and prescribe a form for a checklist of requirements for each establishment, pursuant to the provisions of this ordinance and of the provisions set forth in RA 9593 for DOT Accreditation. The said checklist shall be accomplished in triplicate.
- c) **OBSERVATIONS TO BE ENTERED IN THE CHECKLIST** – Deficiencies and other observations, as well as any adverse finding of the team shall be entered in the checklist.
- d) **TRIPLICATE COPY OF ACCOMPLISHED CHECKLIST TO BE GIVEN TO THE APPLICANT** – At the close of the inspection, the team and the applicant or his duly authorized representative present at the




time of inspection, shall sign all copies of the checklist. Thereafter, the team shall deliver to the applicant or his duly authorized representative the triplicate copy hereof.

**Section 14. REPORT OF THE TEAM-** Within five (5) days from the date of the inspection of the building, edifice and its immediate premises, the committee or team shall render a written report of its findings and/or recommendations to the office concerned. The applicant shall be furnished a copy of the report of the team. Within three (3) working days from the receipt of the copy of the report of the team, the applicant may submit a comment thereon, specifying in detail the portion/s of the report where there are any objections. The comment of the applicant shall be coursed through the office.

**Section 15. DECISION OF THE OFFICE-** The office shall decide the case within thirty (30) working days from receipt of the recommendations in such manner that the applicant may know the various issues involved and the reasons for the decision rendered.

**Section 16. RECOMMENDATION BY THE OFFICE** – If in the opinion of the office that the applicant has satisfactorily complied with the requirements prescribed for the business for which registration and Mayor's permit are applied for, the office shall recommend to the Municipal mayor the issuance of the Certificate of Registration and Mayor's Permit to operate as a tourism-related business upon payment of a registration fee prescribed in this Ordinance and its implementing Rules and Regulations.

**Section 17. MAYOR'S PERMIT SUBJECT TO CONDITION** – The Mayor's Permit shall contain conditions it may impose on the applicant, i.e. requirements apart from what is prescribed under this Ordinance as to other requirements required by law on Business Permits and Licenses.

#### **Chapter 1- REGISTRATION OF ACCOMMODATION ESTABLISHMENTS**

**Section 18. APPLICATION FOR REGISTRATION** – Any person, partnership, corporation or other entity desiring to keep, manage or operate any building, edifice, premises or an independent part thereof, for the purpose of providing accommodation to tourists as its primary service, shall accomplish five (5) application forms and file with the office for registration prescribed for the purpose.

**Section 19. SUPPORTING DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION** – Unless otherwise indicated in the form, the application shall be accompanied by the following documents.

- a) In case of corporation, partnership, single proprietorship, a certified copy of their Articles of Incorporation and By-laws, articles of partnership or Association duly registered with the Securities and Exchange Commission or other government registering agency, as the case maybe.
- b) If a sole proprietorship, a copy of the registration of the business name with the Department of Trade and Industry.
- c) Complete list of amenities, services and activities offered, with their respective rates;
- d) Audited financial statements of the business, i.e. profit and loss statement and balance sheets for the two preceding years, if the business has been in operation for such period, otherwise only such financial statement during its period of operation.
- e) Proof of validity of DOT Accreditation;
- f) Environmental compliance certificate from DENR
- g) Certificate of occupancy
- h) Clearances
- i) Such other papers or documents as may be required by pertinent laws, rules and regulations, and circulars.

**Section 20. ADDITIONAL REQUIREMENTS FOR ACCOMMODATION ESTABLISHMENTS OFFERING TRANSPORT SERVICES** – No accommodation establishment shall use any motor vehicle while conducting tours or transporting tourists and visitors unless such vehicles are registered as provided in Section 37 of this ordinance.

**Section 21. VALIDITY OF CERTIFICATE OF REGISTRATION** – The Certificate of Registration shall be applied with the office, once, at the start of the operation of the business. It shall only be reapplied for if the business has ceased operations for at least six (6) months or if the Mayor's permit has been revoked for some reason. The establishment shall only pay the registration fee once unless it has filed for reapplication for reasons cited above. The permit to operate issued by the Mayor shall be good and valid for a period of one (1) year from the date of issue, unless sooner revoked.

**Section 22. ONE TIME MANDATORY REGISTRATION FEE FOR ACCOMMODATION ESTABLISHMENTS-** The following schedule of registration fees shall be collected from applicants who have complied with the requirements:

- |                                      |            |
|--------------------------------------|------------|
| a) Hotels/Resorts                    |            |
| a-1 De luxe /AAA                     | -P8,000.00 |
| a-2 1 <sup>st</sup> Class/AA         | -P6,000.00 |
| a-3 Standard /A                      | -P4,000.00 |
| a-4 Economy/SIR                      | -P2,000.00 |
| b) Pension House/Tourist Inns/B&B    | -P4,000.00 |
| c) Motel                             | -P4,000.00 |
| d) Transients and Homestay Providers | -P1,500.00 |

**Section 23. ANNUAL REGULATORY FEE FOR TOURISM ESTABLISHMENTS-** Hotels/Resorts

- |                                      |            |
|--------------------------------------|------------|
| a-1 De luxe /AAA                     | -P2,500.00 |
| a-2 1 <sup>st</sup> Class/AA         | -P2,000.00 |
| a-3 Standard /A                      | -P1,500.00 |
| a-4 Economy/SIR                      | -P1,000.00 |
| e) Pension House/Tourist Inns/B&B    | -P1,500.00 |
| f) Motel                             | -P1,500.00 |
| g) Transients and Homestay Providers | -P 500.00  |

**Section 24. SUPPORTING DOCUMENTS TO BE SUBMITTED FOR THE ANNUAL RENEWAL OF THE MAYOR'S PERMIT** –Accommodation establishments shall be required to submit the following documents upon renewal:

- a) A copy of the amended Articles of Incorporation or Articles of partnership and By-Laws, if applicable;
- b) Updated list of amenities, services and activities offered, with their respective rates;
- c) Proof of conduct of Personnel Training program conducted within the year;
- d) Proof of validity of DOT Accreditation;
- e) Latest Income Tax Return and audited financial statements; and
- f) A copy of the Certificate of Registration and the registration fee







## CHAPTER II – REGISTRATION OF TRAVEL AGENTS AND TOUR OPERATORS

**Section 25. APPLICATION FOR REGISTRATION** – Any entity which may either be a single proprietorship , partnership or corporation regularly engaged in the business of extending to individuals, or groups, such services pertaining to arrangements and bookings for transportation and/or accommodation, handling and/or conduct of inbound tours whether or not for a fee, commission, or any form of compensation, shall accomplish five (5) application forms and file with the office for registration prescribed for this purpose.

**Section 26. SUPPORTING DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION** – Unless otherwise indicated in the form, the application shall be accompanied by the following documents;

- a) In case of a corporation, partnership, a certified copy of their Article of Incorporation and By-Laws, Articles of Partnership and association duly registered with the Securities and Exchange Commission or other government registering agency, as the case may be;
- b) If a sole proprietorship, a copy of the registration of the business name with the Department of Trade and industry;
- c) Complete list of packages, services and activities offered, with their respective rates;
- d) Audited financial statements of the business, i.e. profit and loss statement and balance sheets for the two preceding years, if the business has been in operation for such period, otherwise only such financial statement during its period of operation;
- e) Proof of validity of DOT Accreditation;
- f) Certification of good standing from the association where the travel and tour agency is a member; and
- g) Such other papers or documents as may be required by pertinent laws, rules and regulations, and circulars.

**Section 27. VALIDITY OF CERTIFICATE OF REGISTRATION** – The Certificate of Registration Shall be applied with the Office, once, at the start of the operation of the business. It shall only be reapplied for if the business has ceased operations for at least six (6) months or if the Mayor's permit has been revoked for some reason. The establishment shall only pay the registration fee once unless it has filed for reapplication for reasons cited above. The permit to operate issued by the Mayor shall be good and valid for a period of one (1) year from the date of issue, unless sooner revoked.

**Section 28. ANNUAL REGULATORY FEE FOR TRAVEL AND TOUR OPERATORS** – The travel and Tour Agency shall be required to pay an annual regulatory fee amounting to One Thousand Pesos (P1,000.00) per branch annually.

**SECTION 29. SUPPORTING DOCUMENTS TO BE SUBMITTED FOR THE ANNUAL RENEWAL OF THE MAYOR'S PERMIT** – Travel and tour operators shall be required to submit the following documents upon renewal:

- a) A copy of the amended Articles of Incorporation or Articles of Partnership and By-Laws, if applicable;
- b) Updated list of packages, services and activities offered, with their respective rates;
- c) Proof of conduct of a personnel Training Program, including one-call tour guides, conducted within the year;
- d) Proof of validity of DOT Accreditation;
- e) Latest income tax Return and audited financial statements;
- f) Certification of good standing from the association where the travel agency is a member; and
- g) A copy of the certificate of registration and the registration
- h) Photocopy of Certificate of registration and updated Official receipts of vehicles.

### Chapter III – REGISTRATION OF TOURIST TRANSPORT OPERATORS

**Section 30. APPLICATION FOR REGISTRATION** – Any person, partnership, or corporation desiring to operate and/or engage in the business of providing, for a fee or lawful consideration, tourist transport service either on charter or on a regular run, shall accomplish two (a) application forms and file with the office for registration prescribed for the purpose.

**Section 31. SUPPORTING DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION** – Unless otherwise indicated in the form, the application shall be accompanied by the following documents:

- a) In case of a corporation, partnership, single proprietorship, a certified copy of their Article of Incorporation and By-Laws, Articles of partnership and association duly registered with the Securities and Exchange Commission or other government registering agency, as the case may be;
- b) If a sole proprietorship, a copy of the registration of the business name with the Department of Trade and industry;
- c) Audited financial statements of the business, i.e. profit and loss statement and balance sheets for the two preceding years, if the business has been in operation for such period, otherwise only such financial statement during its period of operation;
- d) Detailed list of transport units, with plate numbers and seating capacity;
- e) A copy of the transportation rates as approved by the LTFRB;
- f) Proof of validity of DOT Accreditation;
- g) Certified photocopy of Official Receipt and Certificate of Registration of vehicles and
- h) Such other papers or documents as may be required by pertinent laws, rules and regulations, and circulars.

**Section 32. VALIDITY OF CERTIFICATE OF REGISTRATION** – The Certificate of Registration shall be applied with the office, once, at the start of the operation of the business. It shall only be reapplied for if the business has ceased operations for at least six (6) months or if the Mayor's Permit has been revoked for some reason. The establishment shall only pay the registration fee once unless it has filed for reapplication or revoked for some reasons cited above. The permit to operate issued by the mayor shall be good and valid for a period of one (1) year from the date of issue, unless sooner revoked.

**Section 33. REGISTRATION STICKER** – Each vehicle used for the provision of transport services to tourists shall be issued a registration sticker, which shall be valid for one year. The validity of the sticker must be renewed annually at the office.

**Section 34. TRANSPORT VEHICLES OWNED BY HOTELS, AND TRAVEL AND TOUR OPERATORS** – Hotels and travel and tour agencies operating their own transport vehicles shall be required to register its units and pay the annual registration fee for vehicle owned.

**Section 35. ANNUAL REGULATORY FEE FOR TRANSPORT OPERATORS** – The following schedule of annual fees shall be collected from applicants who have complied with the requirements:

- |                                    |              |
|------------------------------------|--------------|
| a) Owned by Hotels/Travel Agencies | P500.00/unit |
| b) Owned by Tour Groups            | P500.00/unit |
| c) Independent Transport Operator  | P300.00/unit |

**Section 36. SUPPORTING DOCUMENTS TO BE SUBMITTED FOR THE ANNUAL RENEWAL OF THE MAYOR'S PERMIT** – Transport Operators shall be required to submit the following documents upon renewal:

- a) A copy of the amended Articles of incorporation or Articles of Partnership and By-Laws, if applicable;
- b) An updated list of transport units and their specific routes;



- a) A copy of the transportation rates as approved by LTFRB;
- b) Proof of validity of DOT Accreditation;
- c) Latest Income tax Return and audited financial statements;
- d) A copy of the Certificate of Registration and the registration fee.

#### **Chapter IV – REGISTRATION AND TOUR GUIDES**

**Section 37. REGISTRATION AND MAYOR'S PERMIT** – No individual shall be allowed to guide tourists, both foreign and domestic, for a fee, commission, or any other form of remuneration, without first having issued a Certificate of Registration by the office and the Mayor's permit to operate such by the Mayor.

**Section 38. APPLICATION FOR REGISTRATION** – All persons who wish to engage in a tourism-related transaction in this nature, shall accomplish two (2) application forms and file with the office for registration prescribed for the purpose.

**Section 39. SUPPORTING DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION** – Unless otherwise indicated in the form, the application shall be accompanied by the following documents:

- a) Proof that the applicant has passed a seminar for tour guides duly conducted by the Department of Tourism or other agencies duly authorized by the DOT to conduct the seminar, provided that seminar that has been undertaken shall have encompassed tourism in the Municipality of Nueva Era, Ilocos Norte; Provided , further that this requirement may be waived, where the applicant possesses special academic or professional qualifications relevant to tourism;
- b) Health Certificate issued by the Municipal health Office;
- c) Clearance from the Municipal Police Station;
- d) Proof of validity of Certificate of Accreditation issued by the DOT; and
- e) Such other papers as may be required by pertinent laws, rules and regulations, and circulars.

**Section 40. VALIDITY OF TRAININGS AND SEMINARS** – All trainings and seminars shall be valid for a period of two (2) years.. Refresher courses shall be made available by the office through the DOT.

**Section 41. TOUR GUIDING CARD** – In lieu of the Certificate of Registration, a Tour guiding Card shall be issued for the registration of Local Tour Guide . A tour Guiding Card shall be provided by the office to a Local Tour guide upon presentation of his/her permit/license. Said card shall be in full use for a period of four (4) years where upon expiration of the one year validity, the office shall imprint a new date of validity in a special sticker tape duly authenticated. After good and full use of the License Card for a period of four (4) years , a new card shall be provided for by the DOT.

**Section 42. VALIDITY AND EFFECTIVITY OF TOUR GUIDE LICENSE** – Tour guiding license shall be valid for a period of one (1) year reckoning from the date of issuance of permit. The Tour Guiding Card shall be applied with the office, once in every four (4) years. It shall only be reapplied for if the business has ceased operations for at least six (6) months or if the Mayor's Permit has been revoked for some reason. The tour guide seeking for registration shall only pay the registration fee once in every four (4) years unless it has filed for reapplication for reasons cited above. The permit to operate issued by the Municipal mayor shall be good and valid for a period of one (1) year from the date of issue, unless sooner revoked.

**Section 43. ONE TIME MANDATORY REGISTRATION FEE FOR TOUR GUIDES** – The following fees shall be collected from applicants who have complied with the requirements:

- |   |           |
|---|-----------|
| a) Affiliated with hotels/Travel Agencies | P1,000.00 |
| b) Affiliated with Tour groups            | P1,000.00 |
| c) Non-affiliated                         | P 500.00  |





#### **Section 44. ANNUAL REGULATORY FEE FOR TOUR GUIDE**

- |   |         |
|---|---------|
| a) Affiliated with hotels/Travel Agencies | P300.00 |
| b) Affiliated with Tour groups            | P300.00 |
| c) Non-affiliated                         | P200.00 |

#### **Section 45. SUPPORTING DOCUMENTS TO BE SUBMITTED FOR THE ANNUAL RENEWAL OF THE MAYOR'S PERMIT** – Tour guides shall be required to submit the following documents for renewal:

- a) Proof of eligibility of the Refresher course set by the office/DOT;
- b) Barangay Clearance;
- c) Community Tax Certificate; and

### **Title III – GENERAL RULES ON THE OPERATION AND MAINTENANCE OF TOURISM ESTABLISHMENTS**

#### **Chapter I – GENERAL RULES ON THE OPERATION AND MANAGEMENT OF PRIMARY AND SECONDARY TOURISM ENTERPRISES**

**Section 46. FIRE-FIGHTING FACILITIES** – Fire-fighting facilities shall be provided in accordance with the Fire Code of the Philippines.

**Section 47. MAINTENANCE** – All facilities of the establishment concerned shall be properly maintained at all times. A periodic control shall be conducted.

**Section 48. AIRCONDITIONING/VENTILATION** –All enclosed areas of the establishment concerned shall be fully air-conditioned or well-ventilated.

**Section 49. PARKING** – There must be adequate parking areas for customers in accordance with the Comprehensive Land Use Plan of the Municipality of Nueva Era.

**Section 50. REST ROOM**- There shall be a rest room with adequate, clean and well-maintained toilet and washing facilities. Tissue paper, soap, hand/paper towel shall also be provided free of charge.

**Section 51. SERVICE AND STAFF**- Adequate number of well-trained, properly, groomed, efficient and courteous staff shall be employed. They shall wear clean uniforms and IDs or name tags at all times.

#### **Section 52. PROHIBITED ACTS AND PRACTICES**

- a) No pets or animals shall be allowed within the premises.
- b) Ambulant vendors shall be prohibited from peddling their wares within the premises.
- c) All forms of gambling, drunkenness, or disorderly conduct of any kind shall be prohibited in the establishment and within its immediate perimeters.
- d) Littering shall be strictly prohibited. All establishment owners shall keep their premises clean and shall adopt their own anti-littering measures.
- e) Keepers, managers or operators shall exert all possible efforts not to permit any person whom they know or have reason to believe to be either a prostitute, pedophile or of questionable character to use the establishment for purposes of immoral/illegal activities. They shall immediately report to the police station the presence in the premises of any such person.





**Section 53. PERIODIC INSPECTION OF THE PROPERTIES** – When necessary and upon valid reason, the office shall make an inspection of properties and their immediate premises for the purpose of finding out whether they are being kept and/or managed in a manner compatible with the standard set forth under RA 9593 for DOT Accreditation, or whether it is being kept in an unclean and unsanitary conditions. The inspection shall be conducted at a reasonable time of day with regard and respect accorded to the right to privacy of the guests. The office may conduct such inspection unannounced as the case may warrant or through a written notice specifying the date of inspection.

**Section 54. DEFECTS AND DEFICIENCIES FOUND DURING THE INSPECTION** – When certain defects or deficiencies have been found in the course of the inspection, the Office shall give directives to the operator or manager to rectify the defects to complete the deficiencies within a period of two (2) weeks from the date of notice.

- a) **EXTENSION OF THE PERIOD** – The office, may for just cause, extend the period within which to remedy the defects or deficiencies noted, but in no case shall such period exceed three (3) months.
- b) **PENALTY FOR FAILURE TO REMEDY THE DEFECTS** – If the establishment Fails to remedy the defects or deficiencies noted, the office shall recommend to the Mayor's office the imposition on the establishment, an administrative fine for a minimum of One Hundred Pesos (100.00) for every day of delay in complying with its directives, but in no case shall the fine exceed the sum of Two Thousand Five Hundred Pesos (2,500.00) Provided that where maximum fine imposable under this section has been reached and the resort management has continuously failed to rectify the defects or complete the deficiencies noted, the Municipal mayor may revoke or suspend the certificate of registration and permit of the establishment for such period as may be justified under the circumstances.

## **Chapter II – OPERATION AND MANAGEMENT OF ACCOMMODATION ESTABLISHMENTS**



**Section 55. DISPLAY OF CERTIFICATE OF REGISTRATION AND MAYOR'S PERMIT-** The certificate of registration and Mayor's permit of the business establishment shall be displayed in a conspicuous place visible for the public to see.

**Section 56. SIGNBOARD** – All tourism related businesses shall keep a signboard displayed in a conspicuous place outside the business establishment showing the name and nature of the business provided the necessary permit shall be acquired from the Local Government Unit of Nueva Era.

**Section 57. GUEST REGISTRATION** – All persons seeking for service in any primary tourism enterprise shall be required to enter their personal circumstances and other particulars in the property register or card.

- a) **ENTRY OF PARTICULARS** – Managers, operators, or their assistants shall require every guest to furnish the following minimum particulars to be entered in the register card:
  - a. Full name;
  - b. The place of origin and permanent regular or known address;
  - c. The probable duration of stay and intended destination(s);
  - d. Nationality;
  - e. The hour and date of arrival; and
  - f. Present a valid Identification Card

The office, from time to time, or as the need arises, may require other particulars to be entered in the register or card.




- b) **TIME OF ENTRY OF PARTICULARS** – Prior to the purchase of the product, the particulars prescribed in the preceding section shall be entered forthwith in the register or card by such guests, if he is not able to write, the property keeper, manager or clerk, and in either case, the entry shall be signed by the guest, or should he be unable to write, authenticated by his right thumb print. Provided, that in the case of group tours, the leader may accomplish such duty by attaching the list of the participants. Provided, further, that in the case of families, only the head of the family shall be registered.
- c) **FALSE ENTRY IN THE REGISTRY BOOK OR CARD** – No manager shall enter or case to be entered in the register or card any information or particulars which he knows or could, by the exercise of reasonable diligence, have ascertained to be false.

**Section 58. LIABILITY OF PROPERTY KEEPERS/MANAGERS FOR ACTS OR OMISSIONS OF EMPLOYEES** – Without prejudice to the provision of existing laws, property keepers/managers and their assistants shall be administratively liable for the acts or omission of any member of the staff committed against the guests/clients of the establishment. They may, however, be exempt from liability if it can be established that they exercised the diligence of a good father of a family in the supervision of the erring employee.

**Section 59. TRAINING PROGRAM FOR PROPERTY STAFF**- All establishments shall undertake to provide a staff training program designed to acquaint the staff about their respective duties and know what is expected of such employee in a yearly basis.

**Section 60. MAINTENANCE AND HOUSEKEEPING** – Maintenance of all sections of the accommodation establishment shall be of acceptable standard and shall be on a continuing basis, taking into consideration the quality of materials used as well as its upkeep. Housekeeping shall be of such standard ensuring well-kept, clean, and pollution-free premises. A vermin control program shall be regularly maintained in all areas of the accommodation property. Regular and hygiene garbage disposal system shall be maintained with Material Recovery Facility as mandatory. Sanitation measures shall be adopted in accordance with the standards prescribed on sanitation, and the regulations of the Municipal Health Office.

**Section 61. MEDICAL SERVICES** – As provided for in this Ordinance, hotel and accommodation facilities depending on their classification shall provide the services of a registered nurse and on-call physician, to ensure the safety and protection of its clients/guests, including its staff. A medical room shall be allotted for emergencies.

**Section 62. LIFEGUARD AND SECURITY**- All accommodation properties with swimming pools and waterfalls shall provide the services of a sufficient number of well-trained lifeguards duly accredited by either the Philippine national Red Cross, the Water Life Saving Association of the Philippines, or any recognized organization training or promoting safety objectives, and adequate security wherever there are guests, as determined and recommended by the Office.

**Section 63. DESIGNATED AREA** – The owner of the accommodation establishment or his duly authorized representative shall designate a portion of the premises to be used exclusively for loading and unloading of guests, unless otherwise designated elsewhere by rules and regulations specific to the area.

## **Chapter II – OPERATION AND MANAGEMENT OF TRAVEL AGENCIES AND TOUR OPERATORS**

**Section 64. DISPLAY OF CERTIFICATE OF REGISTRATION AND MAYOR'S PERMIT** – The Certificate of Registration and Mayor's Permit shall be displayed at a conspicuous place in the public part of the office of the travel agency and tour operator.





**Section 65. GUESTS REGISTRATION** – All persons seeking for service in any travel and tour agency shall be required to enter their personal circumstances and other particulars in the property register card.

**Section 66. ENTRY OF PARTICULARS** – Managers, operators, or their assistants shall require every client to furnish the following minimum particulars to be entered in the register card:

- a. Full name;
- b. The place of origin and permanent regular or known address; and
- c. The probable duration of stay and intended destination (s)

**Section 67. LIABILITY OF PROPERTY KEEPERS/MANAGERS FOR ACTS OR OMISSIONS OF EMPLOYEES** – Without prejudice to the provision of existing laws, property keepers/managers and their assistants shall be administratively liable for the acts or omission of any member of the staff committed against the guests/clients of the establishment.

**Section 68. TRAINING PROGRAM FOR PROPERTY STAFF**– All establishments shall undertake to provide a staff training program designed to acquaint the staff about their respective duties and know what is expected of such employee in a yearly basis.

**Section 69. SCHEDULE OF CHARGES** – The travel agency shall file with the office and shall readily make available in printed form a schedule of charges on all services and related fees. Any change in the charges shall be communicated to the office within seven (7) days from such change. Further, if by any reason, charges shall be lowered as a promotional campaign, the travel agency shall have an approved promo price from the DTI, Photocopy of which shall be submitted to the office.

**Section 70. TOURISM ACTIVITIES** – All tourism activities such as but not limited to, to a family packages, lakbay-aral, conventions, meeting/summit and forums in Nueva Era should be handled solely by local licensed tour and travel agencies. In this connection, it shall be unlawful for other agencies operating outside Nueva Era to engage in the business without being affiliated with accredited or local licensed travel agencies.

**Section 71. PROMOTIONS** – All promo packages for hotels and accommodation, travel agencies, tour operators and transport groups must be endorsed to the Department of Trade and Industry and duly approved within a specified period of time, copy furnished to the Municipal tourism Office.

### **Chapter III – OPERATION AND MANAGEMENT OF TRANSPORT OPERATORS**

**Section 72. DISPLAY OF REGISTRATION STICKER** – The Registration sticker shall be displayed on the front and back windshield of said vehicles.

**Section 73. IMPRINT OF COMPANY'S NAME AND LOGO** – One sticker of the company name and logo must be installed on the tourist transport for proper identification.

**Section 74. GUEST REGISTRATION** – all persons seeking for service in any transport operator shall be required to enter their personal circumstances and other particulars in the property register or card.

**Section 75. ENTRY OF PARTICULARS** – Managers, operators, or their assistants shall require every guest to furnish the following minimum particulars to be entered in the register card:

- a. Full name;
- b. The place of origin and permanent regular or known address;
- c. The probable duration of stay and intended destination (s); and
- d. The hour and date of arrival



**Section 76. SERVICES** – All transport operators shall provide service that is safe, regular, comfortable and convenient as possible. Sub-contracting for transport services is prohibited. Monthly inspection of equipment and monthly drug and alcohol test of driver is conducted.

**Section 77. VENTILATION** – Every tourist transport shall be properly equipped with adequate air-conditioning units.

**Section 78. GARAGE** – Every tourist transport operator shall provide an adequate garage and repair shop for the maintenance of its equipment, as well as parking space sufficient to accommodate all its registered units.

**Section 79. SCHEDULE OF CHARGES** – The transport operator shall file with the office and shall readily make available in printed form a schedule of charges on all services and related fees. Any change in the charges shall be communicated to the office within seven (7) days from such change.

**Chapter IV- OPERATION AND MANAGEMENT OF TOUR GUIDES-** All persons engaged in the business shall wear its Identification Card (ID Card) at all times while in the performance of his/her duties.

**Section 80. GUEST REGISTRATION** – All persons seeking for service in any tour guide shall be required to enter their personal circumstances and other particulars in the property register or card.

**Section 81. ENTRY OF PARTICULARS** – Managers, operators, or their assistants shall require every guest to furnish the following minimum particulars to be entered in the register card:

- a. Full name;
- b. The place of origin and permanent regular or known address;
- c. The probable duration of stay and intended destination (s); and
- d. The hour and date of arrival.

**Section 82. UNIFORM** – All persons engaged in the business of tour guiding must be properly and decently dressed in the conduct of his/her official function, preferably that which represents the agency where he/she is connected, or as the case maybe, the uniform set as standard by the organization which he/she is a member of.

#### Title IV – SPECIAL PROVISIONS

**Section 83. SUBMISSION OF REPORTS AND OTHER DOCUMENTS-** Every company, firm, and/or establishment categorized as Primary enterprise and other enterprises that may be required shall mandatorily submit within the time specified herein a copy of the following reports and documents;

- a) Annual financial statements and reports, indicating the status of the business enterprise;
- b) Any change on the dimension of the office measurement, office extensions, and/or transfer of address; and
- c) Monthly report of actual number of arrivals, guests/clients serviced and other data as may be required by the office shall be submitted on or before the fifth (5<sup>th</sup>) day of the month.

**Section 84. CODE OF ETHICS** – Both primary and secondary enterprises, owners/keepers/managers and or their sectoral associations/councils, if any, shall formulate a Code of Ethics within thirty (30) days from the date of approval of this code which shall govern the conduct of their respective members in dealing with one another and the conduct to be observed by their staff or employees towards each other and their clients. A copy hereof shall be submitted to the office within thirty (30) days from the adoption of such code of ethics.







**Section 85. REGISTRATION TO ASSOCIATIONS** - All tourism practitioners, both primary and secondary enterprises must be members of the local associations duly affiliated with the office. All associations, organizations, and any form of unions formed in the nature of the provision of tourism-related products and services must be duly recognized and registered by the office.

- a. The association must be duly registered with the Securities and Exchange Commission (SEC) or the cooperative Development authority (CDA);
- b. All its members shall be duly accredited by the DOT and licensed and registered as provided for in this ordinance.;
- c. The association must relay to the office monthly reports on the status of the business, or as frequent as it may be necessary.

#### **Title V. VIOLATIONS AND PENALTIES**

**Section 86. GROUNDS FOR THE IMPOSITION OF FINES/SUSPENSION/CANCELLATION OF REGISTRATION AND/OR NON-RENEWAL OF MAYOR'S PERMIT** – Any of the following acts, omission or offense shall be sufficient ground for the imposition of fine/suspension/cancellation of the Certificate of Registration, and/or grant or renewal of the Mayor's Permit:

- a) Non-settlement of account and/or non-remittance of collection to the carrier of their co-agencies, or any agency of the government of any individual within the period prescribed by law or the rules and regulations and circulars of the office;
- b) Making any false declaration or statement, or making use of any such declaration or statement or any document containing fraud or any act of misrepresentation for the purpose of obtaining the issuance, grant, or renewal of any certificate of registration or Mayor's permit;
- c) Failure to comply with or contravention of any of the conditions set forth in the mayor's permit;
- d) Failure to meet the standards and the requirements for the operation of tourism related businesses as prescribed in this code;
- e) Serious physical injury or loss of life of any guest due to the fault or negligence of any official or employee of the property;
- f) Allowing or permitting the business, including any of its facilities, to be used for illegal, immoral or illicit activities;
- g) Violation or non-compliance with any of the provisions of this code and circulars issued by the Office;
- h) Failure to renew the permit within the period required under this ordinance or non-compliance with the requirements provided under this ordinance;
- i) Fraudulent representation, written or oral, by the chief executive officer/manager of the agency for the purpose of securing issuance of any license under these rules;
- j) Gross and evident bad faith in dealing with clients/fraudulent solicitation of business;
- k) Employment or hiring of tour guides who are not holders of a license issued by the Mayor including working visa and work permit in the case of a non-Filipino employee, whether contractual or permanent;
- l) Opening of any branch without prior approval of the office;
- m) Non-compliance with or non-submission of any of the requirements for the renewal of license required;
- n) Tolerance of gross misconduct, discourtesy, dishonesty or misrepresentation committed by any of the operator's officers or employees against the passengers to the detriment of the tourism industry;
- o) Failure to pay fines, as well as fees, dues and contributions imposed under existing laws;





- p) Failure to obey or comply with the duly promulgated orders or decisions of the office, as well as circulars of the DOT;
- q) Any other act or omission that works against the interest of the tourism industry.

**Section 87. PENALTY** – In case of violation of the preceding section except for letters (e) and (f), the following penalties shall be imposed:

- a) First Offense – suspension of operation for one (1) month and a fine of One Thousand Pesos (1,000.00);
- b) Second Offense – Suspension of operation for six (6) months and a fine of One Thousand Five Pesos (1,500.00); and
- c) Third and subsequent offense – Cancellation of Mayor's permit and a fine of Two Thousand Five Hundred Pesos (2,500.00) plus perpetual disqualification to engage in any tourism-related business.

For grounds under letters (e) and (f), aside from the cancellation of Mayor's permit and perpetual disqualification to engage in any tourism-related business, the business owner/proprietor, operator or manager, as the case may be, shall likewise be penalized to pay a fine in the amount of Two Thousand Five Hundred Pesos (2,500.00)

The penalties herein are without prejudice to other penalties imposable for violations of other laws.

**Section 88. VIOLATIONS OF LOCAL TOUR GUIDING REGULATIONS** – The following acts/omissions shall be considered violations of the Local Tour Guiding Regulations:

- a) Any overt act of dishonesty, misrepresentation or misconduct committed against a member of his/her tour group or against an employer or co-employee;
- b) Failure to comply with the requirements of the compulsory wearing of uniform and ID's;
- c) Violation of any of the provisions of this code, circulars and orders of the municipality;
- d) Gross and evident bad faith in dealing with guests/fraudulent solicitation of businesses;
- e) Tampering of ID's;
- f) Serious physical injury or loss of life due to the fault or negligence of the tour guides;
- g) Encouraging, allowing, or failure to report guests who are engaged in any illegal, immoral or illicit activities;
- h) Encouraging, allowing, or failure to report any violation of environmental laws and ordinances by guests;
- i) Conviction of a crime involving moral turpitude, and violations as provided for under this ordinance.

**Section 89. PENALTY** – In case of violation of the preceding section except for letters (e) and (f), the following penalties shall be imposed:

- a) First Offense – suspension for ten (10) days and a fine of One Thousand Pesos (1,000.00);
- b) Second Offense- suspension for fifteen days (15) and a fine of One Thousand Five Hundred Pesos (1,500.00);
- c) Third Offense – Cancellation of license and a fine of Two Thousand Five Hundred Pesos (2,500.00);
- d) For violations under letters (e) and (f), aside from the cancellation of license and perpetual disqualification to be employed and accredited as a tour guide, the tour guide shall likewise be penalized to pay a fine in the amount of Two Thousand Five Hundred Pesos (2,500.00).





- e) The penalties herein are without prejudice to other penalties imposable for violations of other laws.

**Section 90. PENALTY FOR ENGAGING IN A TOURISM-RELATED BUSINESS WITHOUT LICENSE** – Any entity not licensed by the municipality except for travel and tour and tour guides who engages in a tourism-related business shall be given three (3) notices within ten (10) days interval on each notice for the entity to secure license with the following administrative fines and penalties to wit:

- a. First Notice – A fine of One Thousand Pesos (1,000.00)
- b. Second Notice – A fine of One Thousand Five Pesos(1,500.00)
- c. Third Notice – A fine of Two Thousand Five Pesos (2,500.00) or imprisonment of not more than one year, or both, plus perpetual disqualification to engage in any tourism-related businesses.

Travel and tour business and tour guides shall be given notice to stop its operation and to stop from engaging in the tour guide profession, respectively, from receipt of the notice and shall be meted with administrative fines and penalties to be imposed by the municipality in the amount of Two Thousand Five Hundred Pesos (2,500.00) or imprisonment of not more than one year or both, without prejudice to prosecution under other applicable laws, rules, and regulations.

#### **Title VI –MISCELLANEOUS PROVISIONS**

**Section 91. CERTIFICATION FEE** – For every certificate to be issued by the office, there will be a corresponding minimum fee of what is provided in the Revised Revenue Code of the municipality of Nueva Era.

#### **Section 92. INCENTIVES AND PRIVILEGES**

- a) Tourism establishments which have complied with all regulatory requirements, participative of government initiated programs and activities and have no record of major offenses, complaints and liabilities, and paid their taxes due to the government, duly certified by the association where he/she is a member shall be entitled to the following privileges:
  1. Express lane during the renewal of their business permits and licenses;
  2. Prioritization in all Municipal Tourism Office initiated seminars and training programs for the enhancement of customer service, participation to trade fairs, travel marts and other DOT related activities; and
  3. Priority in networking and linkage development of the municipal government of Nueva Era.
- b) Tourism establishments shall give fifty percent (50%) discounts on fees such as entrance fee, accommodation fee, cottage fee and parking fee to all the residents of the municipality in addition to the existing discounts provided by the existing laws.

**Section 93. SEPARABILITY CLAUSE** – The provisions of this ordinance are hereby declared separable, and in the event that any one or more of such provisions are declared invalid, the validity of all other provisions shall not be affected thereby.

**Section 94. REPEALING CLAUSE** – Any ordinance, rules and regulations, or any part thereof inconsistent with this ordinance are hereby repealed, amended, or deemed modified.







**Section 95. EFFECTIVITY** – This code shall take effect after going through all procedures and requirements provided for under the internal rules and regulations of the Sangguniang Bayan, the Local Government Code and on rules regarding legislation of Local Ordinances.

ENACTED, this 5<sup>th</sup> day of June 2017.

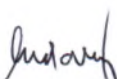
Voting Profile:

In Favor: Members J. Arzadon, J. Alejandro, R. Arzadon, B Lalugan, O. Bueno,  
P. Riquelman Jr., A. Dumlao, and E. Yagin.

Against: N o n e

Abstained: N o n e

**CERTIFIED CORRECT:**

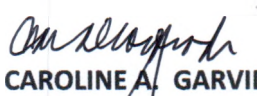
  
**LILY U. DALAG**

Secretary to the Sangguniang Bayan

ATTESTED:

  
**ATTY. ALDRIN R. GARVIDA**  
Vice Mayor & Presiding Officer

APPROVED:

  
**CAROLINE A. GARVIDA**  
Municipal Mayor  
JUN 06 2017



Republic of the Philippines  
THE SANGGUNIANG PANLALAWIGAN OF ILOCOS NORTE  
Laoag City, 2900

TENTH SANGGUNIANG PANLALAWIGAN

EXCERPTS FROM THE MINUTES OF THE **43<sup>RD</sup>** REGULAR SESSION  
OF THE SANGGUNIANG PANLALAWIGAN, HELD AT THE  
SANGGUNIAN SESSION HALL, PROVINCIAL CAPITOL,  
LAOAG CITY, AT 2:50 O'CLOCK P. M.  
TUESDAY, 13 JUNE 2017.

Present:

Hon. Matthew Joseph M. Manotoc, Acting Vice-Governor,  
and Presiding Officer,  
Hon. Ria Christina G. Fariñas, Member,  
Hon. Mariano V. Marcos II, Member,  
Hon. Juan Conrado A. Respicio II, Member,  
Hon. Ramon M. Gaoat, Member,  
Hon. Vicentito M. Lazo, Member,  
Hon. Da Vinci M. Crisostomo, Member,  
Hon. Donald G. Nicolas, Member,  
Hon. Rogelio R. Balbag, Member,  
Hon. Domingo C. Ambrocio, Jr., PCL-IN, Ex-Officio Member,  
Hon. Paulino R. Baltazar, ABC-IN, Ex-Officio Member.

Absent:

Hon. James Paul C. Nalupta, Member.

RESOLUTION NO. R2017-1205

REVIEW OF/ACTION ON ORDINANCES  
ENACTED BY THE SANGGUNIANG BAYAN OF  
NUEVA ERA.

ON MOTION of Member CRISOSTOMO, duly seconded, the Body Resolved that:

**-Ordinance No. 12 be REFERRED to the Committee on PEACE AND ORDER;**


**-Ordinance No. 13 be REFERRED to the Committee on TOURISM;**

Copy of this Resolution be furnished to all concerned for their information and guidance.

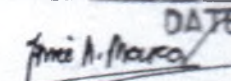
I HEREBY CERTIFY to the correctness of the above-quoted Resolution.

  
MILDRED NIRMLA R. LAMOSTE  
Provincial Board Secretary

ATTESTED:

  
MATTHEW JOSEPH M. MANOTOC  
Acting Vice-Governor  
and Presiding Officer

APPROVED 27 JUN 2017

DATE  
  
IMEE R. MARCOS  
PROVINCIAL GOVERNOR



Republic of the Philippines  
THE SANGGUNIANG PANLALAWIGAN OF ILOCOS NORTE  
Laoag City, 2900

TENTH SANGGUNIANG PANLALAWIGAN

EXCERPTS FROM THE MINUTES OF THE 52<sup>ND</sup> REGULAR SESSION  
OF THE SANGGUNIANG PANLALAWIGAN, HELD AT THE  
SANGGUNIAN SESSION HALL, PROVINCIAL CAPITOL,  
LAOAG CITY, AT 2:50 O'CLOCK P. M.  
TUESDAY, 22 AUGUST 2017.

**Present:**

Hon. Matthew Joseph M. Manotoc, Acting Vice-Governor,  
and Presiding Officer,  
Hon. Ria Christina G. Fariñas, Member,  
Hon. Mariano V. Marcos II, Member,  
Hon. Juan Conrado A. Respicio II, Member,  
Hon. Ramon M. Gaoat, Member,  
Hon. Da Vinci M. Crisostomo, Member,  
Hon. James Paul C. Nalupta, Member,  
Hon. Donald G. Nicolas, Member,  
Hon. Rogelio R. Balbag, Member,  
Hon. Domingo C. Ambrocio, Jr., PCL-IN, Ex-Officio Member.

**Absent:**

Hon. Eugenio Angelo M. Barba, Vice-Governor,  
Hon. Vicentito M. Lazo, Member,  
Hon. Paulino R. Baltazar, ABC-IN, Ex-Officio Member.

RESOLUTION NO. R2017-1468

REVIEW OF/ACTION ON ORDINANCE NO. 13 s. 2017  
**ENACTED** BY THE SANGGUNIANGBAYAN OF  
NUEVA ERA.

ON MOTION of Member CRISOSTOMO, Chairman Committee on TOURISM, duly  
seconded, the Body Resolved that:

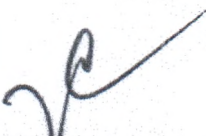
Ordinance No. 13 s. 2017 be declared **VALID** pursuant to the Recommendation of  
the Committee on TOURISM, a copy of which is being furnished the Sanggunian  
concerned;

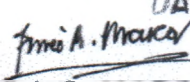
Copy of this Resolution be furnished to all concerned for their information and guidance.

I HEREBY CERTIFY to the correctness of the above-quoted Resolution.

  
MILDRED NIRMLA R. LAMOSTE  
Provincial Board Secretary

ATTESTED:

  
MATTHEW JOSEPH M. MANOTOC  
Acting Vice Governor  
and Presiding Officer

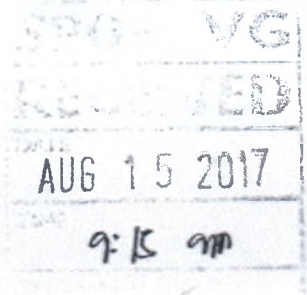
APPROVED 07 SEP 2017  
DATE  
  
Francisco A. Mauga





Republic of the Philippines  
PROVINCE OF ILOCOS NORTE  
Laoag City

SPO 025-0



**COMMITTEE REPORT**  
**COMMITTEE ON TOURISM**

**THE HONORABLE PRESIDING OFFICER &  
MEMBERS OF THE SANGGUNIANG PANLALAWIGAN:**

**RE: MUNICIPAL ORDINANCE NO. 13 S. 2017 OF NUEVA ERA, ILOCOS NORTE-  
AN ORDINANCE ENACTING THE TOURISM CODE OF THE MUNICIPALITY  
OF NUEVA ERA, PROVINCE OF ILOCOS NORTE.**

**FINDINGS/OBSERVATIONS:**

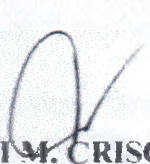
This measure is a codification of all tourism-related legislative measures of Nueva Era, Ilocos Norte which is a commendable legislative practice.

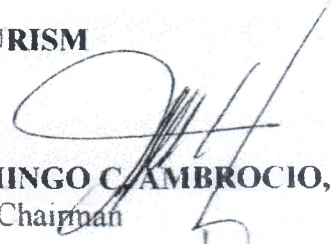
**RECOMMENDATION/S:**

The committee recommends that Municipal Ordinance No. 13 s. 2017 of Nueva Era, Ilocos Norte be approved and declared **VALID**.

Laoag City, August 14, 2017

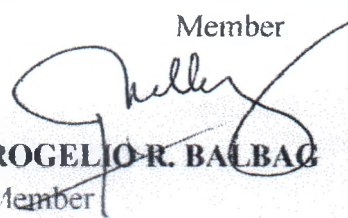
**COMMITTEE ON TOURISM**

  
**DA VINCI M. CRISOSTOMO**  
Chairman

  
**DOMINGO C. AMBROCIO, JR.**  
Vice Chairman

**RIA CHRISTINA G. FARINAS**  
Member

**JUAN CONRADO A. RESPICIO II**  
Member

  
**ROGELIO R. BALBAG**  
Member