



Republika ng Pilipinas  
Lalawigan ng Sultan Kudarat  
**TANGGAPAN NG SANGGUNIANG PANLALAWIGAN**  
ISO 9001:2015 Certified Sanggunian  
New Provincial Capitol Building, National Highway,  
Kalawag II, Isulan, Sultan Kudarat

Email Address: [sksecretarytothesp@gmail.com](mailto:sksecretarytothesp@gmail.com) Telephone: 064-201-4015 / 064-200-7366

November 4, 2020

**ATTY. FLORDELIZA C. VARGAS-TRINIDAD**

Director

Office of the National Administrative Register

Rm. 208, Bocobo Hall

University of the Philippines Law Center

Diliman, Quezon City

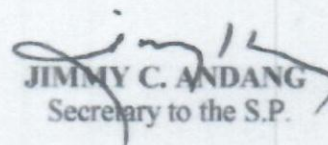
**SIR/MADAME:**

GREETINGS!

Respectfully forwarding herein **PROVINCIAL ORDINANCE NO. 37 SERIES OF 2020 – “AN ORDINANCE CREATING THE REGULATORY REFORM TEAM (RRT) OF THE PROVINCIAL GOVERNMENT OF SULTAN KUDARAT, PURSUANT TO THE EASE OF DOING BUSINESS AND EFFICIENT GOVERNMENT SERVICE DELIVERY ACT OF 2018 .”**

Very truly yours,

BY AUTHORITY OF THE SANG. PANLALAWIGAN:

  
**JIMMY C. ANDANG**  
Secretary to the S.P.





Republika ng Pilipinas  
Lalawigan ng Sultan Kudarat  
**TANGGAPAN NG SANGGUNIANG PANLALAWIGAN**  
ISO 9001:2015 Certified Sanggunian  
Isulan, Sultan Kudarat

**EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION OF  
THE FIFTEENTH SANGGUNIANG PANLALAWIGAN, HELD  
IN ITS SESSION HALL, CAPITOL BUILDING,  
ISULAN, SULTAN KUDARAT, ON SEPTEMBER 7, 2020  
AT 9:30 A.M.**

**Present:**

Hon. Jose Remos P. Segura ----- Vice Governor  
Presiding Officer

**1<sup>st</sup> District**

Hon. Jovita M. Duque ----- Member  
Hon. Arnold A. Guerrero ----- Member  
Hon. Alfonso S. Demasuay ----- Member  
Hon. Ian Jordan G. Abalos ----- Member

**2<sup>nd</sup> District**

Hon. Joseph M. Ortiz ----- Member  
Hon. Glecly D. Fornan, MD ----- Member  
Hon. Gerardo S. Delasan ----- Member  
Hon. Linda L. Latog ----- Member  
Hon. Rene C. De Manuel, Sr. ----- Member

**Sectoral Representative**

Hon. Kamid A. Paja (PCL) ----- Member  
Hon. Jordan U. Diarol (LnB) ----- Member  
Hon. Jose Ludwig C. Navio III (SKPFP) ----- Member  
Hon. Bevelyn K. Zapanta (IPMR) ----- Member

**Absent**

Hon. Ernesto F. Matias, MD ----- Member

**PROVINCIAL ORDINANCE NO. 37  
SERIES OF 2020**

**“AN ORDINANCE CREATING THE REGULATORY REFORM  
TEAM (RRT) OF THE PROVINCIAL GOVERNMENT OF SULTAN  
KUDARAT, PURSUANT TO THE EASE OF DOING BUSINESS  
AND EFFICIENT GOVERNMENT SERVICE DELIVERY ACT OF  
2018.”**

**WHEREAS**, Republic Act No. 11032 amended Republic Act No. 9485, otherwise known as the “Anti-Red Tape Act of 2007,” which promotes transparency and accountability in public service delivery;

**WHEREAS**, Section 5 of Republic Act No. 11032, otherwise known as the “Ease of Doing Business and Efficient Government Service Delivery Act of 2018,” provides that all proposed regulations of government agencies under Section 3 of the Act shall undergo regulatory impact assessment to establish if the proposed regulation does not add undue regulatory burden and cost to these agencies and the applicants or requesting parties;

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Records Officer



**WHEREAS**, in support of the implementation of R.A. 11032 and the Philippines Development Plan 2017-2022 that ensures people-centered, clean and efficient governance through seamless service delivery, the DILG issued Memorandum Circular No. 2018-214 for the re-engineering of LGU systems and procedures;

**WHEREAS**, in order to help LGUs build strong enabling environment for good local governance and serve their constituents fairly, particularly the business sector, DILG and the Department of Finance issued JMC No. 2019-01 on May 17, 2019 enjoining all local government units (LGUs) to review, adjust, and/or revise their local revenue ordinances in accordance with the rationalized procedure for setting fees and charges;

**WHEREAS**, DILG and the Anti-Red Tape Authority Joint Memorandum Circular No. 2019-01 dated December 10, 2019 was issued to ensure that LGU fees do not unduly burden the public but are imposed only to help local governments recover the costs of services rendered to the public while making them more business friendly;

**WHEREAS**, Section 153 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991 stipulates that local government units may collect reasonable fees and charges for services rendered;

**WHEREAS**, the implementation of regulatory reforms, or changes that improve performance, cost-effectiveness, and quality of regulations, policies, and related government formalities, shall include evaluation of past and present local ordinances, issuances and policies;

**WHEREAS**, there is a need create and establish a Team that will be in-charge of the implementation of Regulatory Reforms in the Provincial Government of Sultan Kudarat, and ensure compliance of the province with the provisions of R.A. 11032;

**NOW THEREFORE**, upon motion of Hon. Rene C. De Manuel, Sr., and duly seconded by Hon. Joseph M. Ortiz, Hon. Ian Jordan G. Abalos and HOn. Alfonso S. Demasuay, **BE IT ORDAINED** by the 15<sup>TH</sup> Sangguniang Panlalawigan of Sultan Kudarat, that:

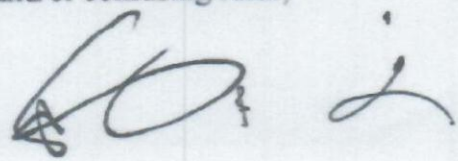
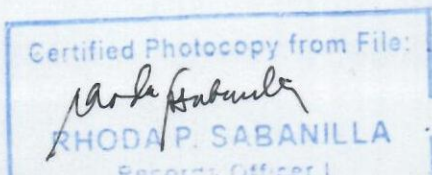
**SECTION 1. TITLE.** - This Ordinance shall be known and cited as **"THE REGULATORY REFORM TEAM (RRT) ORDINANCE OF THE PROVINCIAL GOVERNMENT OF SULTAN KUDARAT"**.

**SECTION 2. CREATION.** - The Regulatory Team of the Provincial Government of Sultan Kudarat is hereby created and established pursuant to the Ease of Doing Business and Efficient Government Delivery Act of 2018.

**SECTION 3. PURPOSE AND OBJECTIVES.** - This ordinance aims to ensure good regulatory practices in the policy making process of Provincial Government of Sultan Kudarat.

Specifically, this ordinance aim to:

- a. Review business and non-business related local ordinances, issuances and resolutions, that affect the country's global competitiveness ranking and investments climate;
- b. Improve business-friendliness and competitiveness by enhancing efficiency in issuing permits, licenses and other similar documents, and lowering the cost of compliance for business and the transacting public to repeal or amend unnecessary, costly, burdensome, outdated, irrelevant and/or confusing rules;





- c. Institutionalize an evidence-based repeal/amendment system ultimately towards a coherent and better regulation; and,
- d. Democratize regulatory reform process through public consultation and participation.

**SECTION 4. COVERAGE.** – This Ordinance shall apply to all offices and departments including all national government agencies station in the province and component local government units (LGUs), that provide services covering business and non-businesses related transaction to the public.

**SECTION 5. DEFINITION OF TERMS.** – For the use of this ordinance, the following terms are defined as follows:

- a. **Business-related Transactions** – a set of regulatory requirements that a business entity must comply with to engage, operate with to engage, operate or continue to operate business, such as but not limited to, collection or preparation of a number of documents, submission to national and local government authorities, approval of application submitted, and receipt of a formal certificate or certificates, permits, licenses which include primary and secondary, clearances and such similar authorization or documents which confer eligibility to operate, continue to operate, or to cease operation as legitimate business (Source: R.A. 11032 or the Ease of Doing Business and Efficient Delivery of Government Services Acts of 2018 and its implementing Rules and Regulation);
- b. **Non-business transactions** – all other government transactions not falling under Section 4(c) of R.A. 11032 and also no need of the Certificate of Fire Incidents for Fire Insurance under rule I, Section 4(o) of its implementing Rules and Regulations
- c. **Fee** – refers to a charge fixed by law or ordinance for the regulation or inspection of a business or activity;
- d. **Imposition** – pertains to the act of levying a tax, fee or charge on a subject, which is done by way of an ordinance;
- e. **PGSK** - refers to the Provincial Government of Sultan Kudarat;
- f. **RRT** - refers to the Regulatory Reform Team of the Province of Sultan Kudarat.
- g. **Regulations** - legal instrumental that give effect to a government policy intervention and includes licensing, imposing information obligation, compliance to standards or payment of any form fee, levy, charge or any other statutory and regulatory requirements necessary to carry out an activity
- h. **Regulatory Reform** – (a) refers to changes that improve regulatory quality that will enhance the performance, cost-effectiveness, or legal quality of regulations and related government formalities;  
  
(b) May also mean revision of a single regulation, the scrapping and rebuilding of an entire regulatory regime and its institutions, or improvement of processes for making regulations and managing reform; and,  
  
(c) is to evaluate past and current laws, local ordinances and issuance and subsequently taking the necessary policy option for each.

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*Rhodap Sabanilla*  
RHODA P. SABANILLA  
Records Officer I





- i. **Stakeholders** – public or private, individuals or organizations, business community, employees, interest groups, and professional organizations who can affect and/or be affected/impacted by a particular regulation;
- j. **Stocktaking** – inventory of all local ordinances, issuances, and resolutions made by the LGU.

**SECTION 6. NATURE AND CHARACTER.** The Provincial Regulatory Reform Team (RRT) is a special body mandated to carry out Regulatory Reforms within the Provincial Government of Sultan Kudarat and in its component Local Government Units;

**SECTION 7. COMPOSITION.** The Provincial Regulatory Reform Team (RRT) as provided for by JMC 2019-01, shall be constituted as follows;

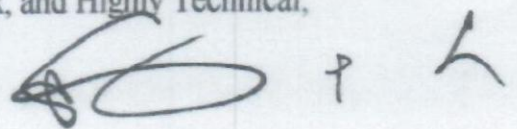
- Head - Provincial Governor
- Co-head - Provincial Vice-Governor
- Members:
  - Sangguniang Panlalawigan Members
  - Provincial Administrator
  - Provincial Planning and Development Coordinator
  - Provincial Legal Officer
  - General Services in-charge of Records
  - Representative of Civil Society Organization (CSO)
  - Representative from Business Sector
- Secretariat:
  - Secretary to the SP
  - Provincial Governor Staff designated

**SECTION 8. FUNCTIONS.** – The Provincial Regulatory Reform Team shall perform the following functions as provided in the DILG-ARTA JMC 2019-01, to wit:

- 1) Stocktake all existing local ordinances and issuances made by the province solely or jointly made with other LGUs or National Government Agencies;
- 2) Conduct public dialogues with stakeholders such as NGAs, CSOs and the private sector, to identify cumbersome regulations and determine priority ordinances and issuances for review/ assessment;
- 3) Review/assess prioritized local ordinances, resolutions and issuances, if it is redundant, outdated, or unnecessary using the prescribed “Four-Way Test”;
- 4) Recommend policy options that may be adopted by the PGSK;
- 5) Draft policies based on the result of assessment;
- 6) Accomplish the Regulatory Reform Technical Report (RRTR);
- 7) Create a Monitoring and Evaluation System;
- 8) Create and/or update the database systems and the PGSK website to include all local ordinances, issuances and resolution with their corresponding amendments, as well as updated Citizen’s Charter to be business-friendly and accessible, with all services offered classified as Simple, Complex, and Highly Technical;

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RHODA P. SABANILLA  
Records Officer I





- 9) Establish regulatory management procedures and methodologies in the modification, adoption, implementation, and evaluation of existing local ordinances, issuances and resolutions of PGSK;
- 10) Conduct studies/reviews in the promotion of efficient government services and ease of doing business;
- 11) Ensure regular timely submission to DILG and ARTA; and,
- 12) Perform other functions as may be necessary in the performance of the Provincial Regulatory Reform Teams mandates.

**SECTION 9. MEETING.** The Provincial RRT shall conduct quarterly meeting and as need arises, with proper documentation.

**SECTION 10. RE-ENGINEERING OF SYSTEMS AND PROCEDURES –** All offices and agencies which provide government services are hereby mandated to regularly undertake cost compliance analysis, time and motion studies, undergo evaluation and improvement of their transaction systems and procedures and re-engineer the same if deemed necessary, to reduce bureaucratic red tape and processing time.

**SECTION 10. REGULATORY REFORM FRAMEWORK –** The Regulatory Reform Framework shall provide a set of procedures pursuant to anti-red tape program implementation. It is composed of eight (8) elements, namely: (a) stakeholder engagement and participation; (b) creation of the Regulatory Reform Team; (c) stocktaking of regulations; (d) policy review and analysis; (e) policy option; (f) monitoring and evaluation; (g) digitization; and (h) capacity building, to wit:

a. **Stakeholder engagement and participation –** The public, as the primary stakeholder affected by the government policies, should be consulted in the formulation and modification of regulations and other forms on Provincial policies.

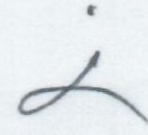
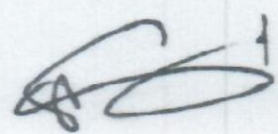
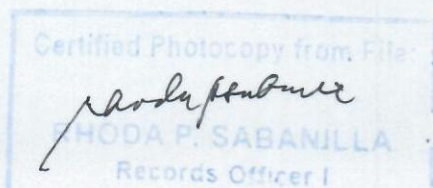
1. PGSK may reach stakeholders through the following approaches:

a) Conduct of consultations/focus group discussions (FGD) with business groups, chambers, industry representatives, critical national government agencies, local government unit leagues, legal and technical experts, cooperatives, and civil society organizations.

b) Crowd sourcing through conduct of online surveys, segmented by business entity type and by industry. Options on mode of implementation are as follows:

- i. In-house creation of online platform.
- ii. Outsourcing of consultant to develop online platform.
- iii. Conduct of real time assessment through face-to-face interview from randomly and purposively selected clientele base.

b. Stakeholder analysis may be used as a tool to guide LGUs in mapping out interests, concerns, and issues of all relevant stakeholders.



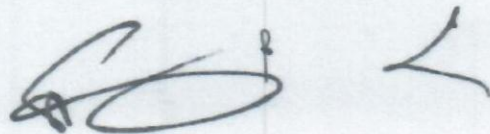
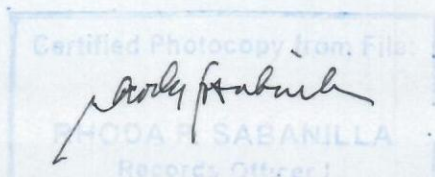


- c. **Stocktaking** – upon creation of the Provincial Regulatory Reform Team (RRT), its first agenda is to conduct an inventory of all existing ordinances, issuances, or resolution implemented by the province.

The Provincial RRT shall conduct regular stocktaking, monitoring and recommendation of policy options using the same processes and forms.

There are three (3) approaches in stocktaking of local ordinances, resolutions and issuances, to wit:

1. Assign the Secretary to the SP and all Admin/Records Officers.
  2. Request from all operational units.
  3. Outsource the development of database.
- d. **Review of local Ordinances, resolutions and issuances.** – The RRT may create a Regulatory Map which provides an overview of the regulatory environment through identifying the correlation between and among the regulations. In addition to the Four-way Test provided herein, the Regulatory Map may also assist the RRT in assessing whether the policy is cumbersome, unnecessary, outdated and/or redundant.
- e. **Policy Option** - Based on its review and assessment, the RRT shall recommend the repeal, amendment, consolidation, or retention of the regulation/s submitted for review. The RRT shall submit its recommendation to the Local Chief Executives for executive issuances, to the Vice Governor for ordinances and resolutions. The recommendation shall be considered by the Sangguniang Panlalawigan in repealing or amending ordinances/resolutions/issuances..
- f. **Monitoring and Evaluation (M & E) System** – M & E on policy review must be undertaken for all local ordinances, issuances, and resolutions to analyses whether the policy has achieved its desired objectives. The RRT may use the M & E to develop recommendations for future policy improvement.
- g. **Digitization and Use of Information and Communications Technology** utilizing the following:
- a. **DILG-ARTA Regulatory Reform information System for LGU or the Regulatory Reform for LGUs (RR4LGU).** Provision of DILG accounts to access the RR4LGU system and uploading of accomplishments to DILG-BLGD and ARTA.
  - b. **Philippine Business Regulations Information System (PBRIS)** – all submitted inventories of business-related and business-affecting local issuances, ordinances and resolutions shall be uploaded in PBRIS pursuant to Sec. 17 (k) of R.A. 11032.
- The PRBIS shall serve as primary data repository and as the public's source of information on updated regulations.
- c. **Website** – It is recommended that LGUs shall utilize their respective official websites as an online repository of local ordinances, issuances and resolutions for the purpose of transparency. The publication and posting requirement of local ordinances, issuances, and resolutions shall be complied with the pursuant to the Local Government Code of 1991 and other existing laws, rules and regulations.





- h. **Capacity Building** – LGUs or the RRT must attend various related trainings especially on Ease of Doing Business (EODB) like regulatory impact analysis and others to strengthen their skills and understanding in the issuance, review and formulation of policies and regulations for their constituents.

**SECTION 11. FILLING OF REGULATIONS.** - The RRT Secretariat shall furnish a copy of approved local ordinances, issuances, and resolutions to the University of the Philippines (UP) Office of the National Administrative Register (ONAR), pursuant to Administrative Code of 1987.

**SECTION 12. FUNDING.** Sufficient funding for the operational requirements of the Provincial REGULATORY REFORM TEAM shall be provided, and to be sourced from any funds available for appropriation.

**SECTION 13. SEPARABILITY CLAUSE.** If, for any reason, any provision of this Ordinance is declared to be unconstitutional or invalid, the other sections or provisions hereof which are not affected shall continue to be in full force and effect.

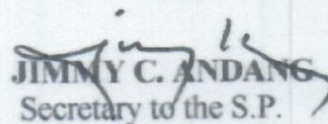
**SECTION 14. REPEALING CLAUSE.** All Ordinances, Resolutions or issuances, or parts thereof, in conflict with, or inconsistent with any of the provision of this Ordinance are hereby repealed, modified or amended accordingly.

**SECTION 15. EFFECTIVITY.** This ordinance shall take effect upon its approval and publication/posting in accordance with law.


**UNANIMOUSLY APPROVED.**

**September 7, 2020.**

**I HEREBY CERTIFY** to the correctness of the above-quoted Provincial Ordinance.

  
**JIMMY C. ANDANG**  
Secretary to the S.P.

**ATTESTED:**

  
**JOSE REMOS P. SEGURA**  
Vice Governor  
Presiding Officer

**APPROVED:**

  
**SUHARTO T. MANGUDADATU, PH.D.**  
Provincial Governor

fjca/dmgarcia

