



OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 31 Series of 2022

AN ORDER ESTABLISHING BULAKAN ECONOMIC DEVELOPMENT AND INVESTMENT PROMOTION OFFICE (BEDIPO) AND DESIGNATING LOCAL ECONOMIC DEVELOPMENT AND INVESTMENT PROMOTION OFFICER IN THE MUNICIPALITY OF BULAKAN.

WHEREAS, Section 19 of the Philippine Constitution provides in substance that the state shall develop a self-reliant and independent national economy effectively controlled by Filipinos;

WHEREAS, this is further supported by the issuance of Memorandum Circular No. 2010-2013 of the Department of Interior and Local Government which in substance encourages Local Chief Executives to establish a Local Economic Development and Investment Promotion Office and designate a Local Economic Development and Investment Promotion Officer in the respective jurisdictions;

WHEREAS, Local Government should play an active role in attracting more investment that will generate and enhance economic activities in the area;

NOW, THEREFORE, I, VERGEL C. MENESES, Mayor of the Municipality of Bulakan, by virtue of the powers vested in me by law do hereby Order the following, to wit:

SECTION 1. Establish a Bulakan Economic Development and Investment Promotion Office - There is hereby establish a Bulakan Economic Development and Investment Promotion Office in the Municipality of Bulakan under the umbrella of the Office of the Mayor, and shall hold office located at CCTV Room, 2nd Flr, Municipal Hall, San Jose, Bulakan, Bulacan. The BEDIPO shall be assisted by two (2) support staff.

SECTION 2. Designation of Bulakan Economic Development and Investment Promotion Officer (BEDIPO) - JOHN CHRISTIAN RAY W. MEDINA is hereby designated as the Bulakan Economic Development and Investment Promotion Officer of the Municipality of Bulakan;

SECTION 3. Duties and Functions - The Bulakan Economic Development and Investment Officer (BEDIPO) will take charge of all activities related to municipality's investment facilitation and promotion activities, local enterprise development, establishment of support mechanisms for the growth of Micro, Small and Medium Enterprise (MSMEs), provide mechanisms for business retention and expansion, and other business and economic activities to attract investment and generate employment. It shall be headed by the BEDIPO. Specific functions of the Office are as follows:

1. Serve as member of the advisory group that will guide the municipality for investment and promotion;
2. Steer the creation of a business enabling environment to attract, retain or expand investments;
3. Advocate and promote policies and practices that will encourage local investment such as:
 - a. Preparation of municipality's Economic Development Program (CDP) align with the Provincial Development and Physical Framework Program, Comprehensive Land Use Plan (CLUP), and Local Investment and Incentive Code (LIIC);
 - b. Assist on the formulation of Local Investment and Incentive Code (LIIC); and
 - c. Marketing and Promotion Strategies of the municipality;

4. In close coordination with the Municipal Planning and Development Coordinator, identifying revenue generating and enterprise development projects of the municipality which may be implemented by the private sector through Public-Private Partnership (PPP) arrangements;
5. Provide support and facilitation assistance for prospective and new investors;
6. Establish and maintain a local economic database containing relevant facts and figures of economy to be able to provide information about business potentials of the municipality including services to prospective investors to attract more investment to flow in the locality;
7. Conduct mission trips in relation to promotion and marketing activities of the municipality to attract investments;
8. Assist and support local councils whose undertakings are related to economic development;
9. 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
 1. Securing licenses and permits;
 2. Identifying business or joint venture partners, raw materials suppliers and possible business sites;
 3. Sourcing skilled manpower and services providers, and
 4. Facilitating the resolution of issues and concerns encountered by business entities.
10. Establish and maintain partnership with regional office of National Economic Development Authority (NEDA), Public-Private Partnership (PPP) Center; Department of Trade and Industry (DTI), DTI-Board of Investment (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, project and activities that will promote the business-friendliness and competitiveness of the municipality;
11. Representative the municipality in trade and investment meetings, conferences, and other similar activities in both domestic and foreign venues;
12. Prepare and disseminate investment promotion collaterals, e.g. brochures, and a website of the municipality 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.

SECTION 4. Funding. - The Bulakan Economic Development and Investment Officer (BEDIPO) budgetary allocation for the implementation of this executive order shall be made available from the Office of the Mayor including training/capability building and other administrative costs.

SECTION 5. Effectivity. - This Executive Order shall take effect immediately.

DONE, this 4th day of October, 2022 in the Municipality of Bulakan, Province of Bulacan.


VERGEL C. MENESES
 Municipal Mayor