

Republic of the Philippines
Province of Tarlac
Municipality of Gerona

OFFICE OF THE MUNICIPAL MAYOR

Section 3. The Department Heads of the offices mentioned above, are hereby instructed to submit the names of their official substitutes, who will take over in their absence.

Section 4. This Executive Order shall take effect immediately.

SO ORDERED.

Done this 4th day of January 2010 in the Municipality of Gerona, Province of Tarlac.

DENNIS NORMAN T. GO
Mayor

CC: The Honorable
VICTOR A. YAP
Governor
Province of Tarlac

The Honorable Members
Sangguniang Bayan

File

Alfonso
01/17/10

Received by:
Anna (MPDE)
1-07-2010

MUNICIPALITY OF GERONA
PROVINCE OF TARLAC
SANGGUNIANG BAYAN

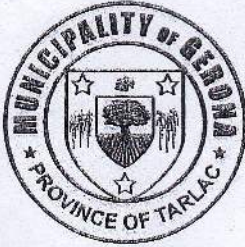
DATE: 1-20-10/10:48 AM
BY: *Carolina*

01/07/10
RHU-15 *[Signature]*

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01/07/10
(Enjoe)

DILE GERONA
RECEIVED

DATE: 01-14-10
TIME:
SIGNATURE: *[Signature]*



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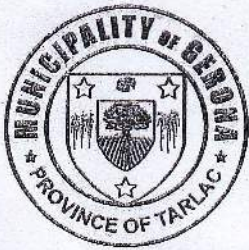
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OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 01-10
January 4, 2010

AN ORDER FOR THE ESTABLISHMENT OF A ONE-STOP-SHOP FOR THE CONVINIENCE AND CERTAINTY OF TAXPAYERS IN SECURING MAYOR'S BUSINESS PERMIT/CLEARANCES REQUIRED AND IN PAYING OF MUNICIPAL TAXES, FEES AND CHARGES.

WHEREAS, the taxpayers are the most valued clientele of the Municipality of Gerona, Tarlac;

WHEREAS, the Municipal Government of Gerona aims to provide best services to taxpayers in order to satisfy their needs;

WHEREAS, the convenience and certainty of taxpayers in securing Municipal Mayor's Business Permit/ Clearances required and in paying of taxes, fees and charges are important cannon of taxation;

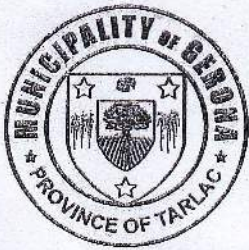
NOW THEREFORE, I, **DENNIS NORMAN T. GO**, Municipal Mayor of Gerona, Tarlac, by virtue of the authority vested in me by law, do hereby order that:

Section 1. One-Stop-Shop for securing Mayor's Business Permit and Clearances required from the Municipal Government Offices concerned and for paying of municipal taxes, fees and charges is hereby established and shall be composed of the following offices:

1. Municipal Mayor's Office
2. Municipal Planning and Development Office
3. Municipal Engineering Office
4. Municipal Health Office

Section 2. **MR. JUN BENITO T. GO**, Executive Assistant III, this office, in addition to his regular duties and responsibilities is hereby directed to supervise the operation of the One-Stop-Shop.

JK



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