

**National Competitiveness Council
Department of Trade and Industry
Department of Interior and Local Government**

January 2012

Survey on Registration Processes for Business Permit (i.e., Mayor's Permit)

Please accomplish and submit this form on or before January 31, 2012.

May we request for a few minutes of your time to answer this survey? This will enable us to evaluate the registration processes (new or renewal) for Business Permits in your city/municipality as well as in other Local Government Units (LGUs) nationwide. This will help your Local Government (Mayor and Council) and the National Government Agencies to improve services in your locality. All information submitted in this survey will be treated with utmost confidentiality. Thank you.

1. What is your name (optional)? First _____ MI ____ Last _____

2. What is your email address? _____

3. What is the name of your company/enterprise? _____

4. Where is your business located?

City/Municipality _____

Province _____

Region _____

5. What is your Designation or Position in your company? Please check the box.

Owner

Owner/Manager

Employee/Manager

Employee/Staff

Others: _____

BUSINESS PROFILE

1. What is the main business of your company? Please check one. If you are submitting surveys for several companies, may we ask you to submit individual survey forms per company?

Agriculture, Fisheries, Forestry, Agribusiness

Services (transportation, storage, communications, banking and financial services, insurance, rentals, education, health, social work, electricity, gas, water, food /restaurants, tourism and other tourism related services)

- Mining and Quarrying
- Manufacturing, Construction, Real Estate Development
- Wholesale and Retail Trade
- Others (please specify) _____

2. How is your business classified?

- Single proprietorship
- Corporation
- Partnership
- Cooperative

3. What is the type of ownership of your business?

- Filipino
- Philippine-Foreign Joint Venture
- Foreign (please state nationality) _____

4. What is the current size of your business, based on total assets? (cost of land excluded)

- Micro (Total assets not more than P3,000,000)
- Small (Total assets of P3,000,001 to P15,000,000)
- Medium (Total assets of P15,000,001 to P100,000,000)
- Large (Total assets above P100,000,000)

Note: Categories are based on the Magna Carta for MSMEs or RA 9501, amending RA 6977.

5. How long has your business been in operation?

- 0 – 11 months
- 1 – 5 years
- 6 – 10 years
- 11 years and above

BUSINESS PERMIT PROCEDURES

1. Did your company apply for a Business Permit in 2012?

- Yes
- No

If YES, was it for a New Permit or a Renewal?

- New
- Renewal

If NO, please proceed to PAGE 4, QUESTION NUMBER 11

2. How long did it take your company to acquire the permit?

- Less than 10 minutes
- 10 to 30 minutes
- 31 to 60 minutes
- 1 to 2 hours
- within a day
- 2 to 3 days
- 4 to 5 days
- Others: (please specify) _____

3. How many steps/procedures did the process take?

- 1 step/procedure
- 2 steps/procedures
- 3 steps/procedures
- 4 steps/procedures
- 5 steps/procedures
- 6 steps/procedures or more

4. How many signatories were required for approval of the permit?

- 1 signatory
- 2 signatories
- 3 signatories
- 4 signatories or more

5. How many form/s did you use to apply for the permit?

- 1 form
- 2 forms
- 3 forms or more

6. Did you pay fees to secure the permit?

- Yes
- No

If YES, how much did you pay?

- less than P500.00
- P501.00 to P1,000.00
- P1,001.00 to P5,000.00
- P5,001.00 to P10,000.00
- Above P10,000.00

If NO, please proceed to the next page (PAGE 4), QUESTION NUMBER 8

7. Was the fee acknowledged with receipts?

- Yes
- No

8. Did you pay any “facilitation” fees/”grease money” to speed up the process?

- Yes
- No

9. Among the categories listed below, what areas need to be improved in order to have a better business permit and licensing system in your LGU?

Please rank the following: (1 – 6, 1 as the top priority)

- ___ Reduce the number of steps and procedures
- ___ Reduce transaction time
- ___ Publish/ post list of requirements
- ___ Publish/ post cost of fees and taxes
- ___ Improve information dissemination about process and requirements
- ___ Establish online application and payment systems

10. How would you assess the overall performance of the LGU in processing your permit? Please encircle your choice.

Extremely Dissatisfied	Dissatisfied	Somewhat Dissatisfied	Somewhat Satisfied	Satisfied	Extremely Satisfied
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Comments:

11. Did you apply for other permit requirements?

- Yes
- No

If YES, which ones?

- | | |
|--|---|
| <input type="checkbox"/> DTI Business Name Registration | <input type="checkbox"/> Building Permit |
| <input type="checkbox"/> SEC Registration | <input type="checkbox"/> Occupancy Permit |
| <input type="checkbox"/> City Health Office Clearance | <input type="checkbox"/> City Engineer's Office Clearance |
| <input type="checkbox"/> Social Security System (SSS) Clearance | <input type="checkbox"/> Fire Inspection Certificate |
| <input type="checkbox"/> Bureau of Internal Revenue (BIR) Registration | <input type="checkbox"/> Barangay Clearance |
| <input type="checkbox"/> Philhealth Registration | <input type="checkbox"/> Others (Please Specify) _____ |

If NO, please proceed to the next page (PAGE 5).

12. Did you encounter any problem/s with these permit requirements?

Yes

No

13. If yes, what would you suggest to address these problems?

Date of submission of survey: _____

Thank you for participating in the survey!

Please return this survey form to the following address if sent by post, fax or e-mail:

National Competitiveness Council
c/o Ms. Kim A. Barquilla and/or Mr. Paolo Beda Joven
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You may also contact us through the following:

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