

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding made and entered by and between:

The QUEZON CITY GOVERNMENT, local government unit duly organized and existing pursuant to CA 502, as amended, in relation to RA 7160, as amended, with office address at the Quezon City Hall, Elliptical Road, Quezon City, represented by the **Honorable Mayor HERBERT M BAUTISTA**, hereinafter referred to as the **QCG**;

And

The **BUREAU OF FIRE PROTECTION**, a national agency created and mandated to enforce the Revised Fire Code of the Philippines of 2008 as provided for in RA 9514, represented by its Chief, Director **ARIEL A BARAYUGA**, CEO VI hereinafter referred to as the **BFP**;

**WITNESSETH:**

**WHEREAS**, Section 28 of Republic Act 7160, as amended, otherwise known as the Local Government Code of 1991 provides, among other things, that the extent of operational supervision and control of local chief executives over the police force, fire protection unit, and jail management personnel assigned in their respective jurisdictions shall be governed by the provisions of Republic Act 6975, otherwise known as the "The Department of the Interior of Local Government Act of 1990," and the rules and regulation issued pursuant thereto;

**WHEREAS**, Section 5 of Republic Act 9514 authorizes the Chief of the Bureau of Fire Protection to enter into Memorandum of Agreement with other departments, bureaus, agencies, offices and corporations of the government, as well as private institutions, in order to define areas of cooperation and coordination and delineate responsibility on fire prevention education, fire safety, fire prevention, fire suppression and other matters of common concern;

**WHEREAS**, in pursuance of RA 9514 and its implementing rules and regulations, the DILG issued Memo Circular No. 2012-06 dated 09 January 2011, directing, among others, the city fire marshals within the National Capital Region to coordinate with concerned local government officials on the efficient and expeditious procedure for the collection of Fire safety Inspection Fees as among the Fire Code Revenues;

**WHEREAS**, the QCG is committed to quality management in compliance with its program to achieve ISO 9001:2008 certification and its commitment of Ease of Doing Business by enhancing further its public service through cooperation and coordination with other government agencies;

**NOW THEREFORE**, for and in consideration of the foregoing, the Parties hereby agree as follows:

1. The QCG shall allow the BFP to co-locate their Fire Regulation Evaluators in the Department of Building Official (DBO), to form part of the evaluation process and timeliness prior to the issuance of Fire Safety Evaluation Clearances and Fire Safety Inspection Certificates required in building and occupancy permits (except on structures used as single family dwellings).
2. The QCG shall allow the BFP to co-locate Fire Regulation Evaluators in the Business Permits and License Office (BPLO) for the computation of fire code taxes

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**HERBERT M BAUTISTA MPA MNSA**  
Quezon City Mayor

and fees due to the BFP to accept applications for Fire safety Inspection Certificate (FSIC) for the issuance of business permits and real property tax.

3. The QCG shall allow the BFP to assign its personnel to the City Treasurer's Office to assess and collect fire code fees through its Automated Fire Code Fee Assessment and Collection System. The BFP shall be allowed to interlink its system with the QCG to automatically import information pertaining to the amount of fees paid as basis for assessment of fire code fees.
4. The BFP shall exercise supervision and control over its personnel assigned to the Department of the Building Official, the Business Permits and License Office, and the City Treasurer's Office. Provided, that such personnel shall not violate established systems, procedures and work flows in the said offices. Details of the work arrangements shall be agreed upon the parties for efficiency and effectiveness.
5. The BFP shall provide the reasonable forms, office supplies and other accessories on its own account in pursuit of this Memorandum of Understanding.
6. This Memorandum of Understanding shall take effect immediately upon signing of both parties.

IN WITNESS WHEREOF, the parties hereunto affixed their signatures this JUN 24 2015 day of 2015 in Quezon City.

**QUEZON CITY GOVERNMENT**

By:

  
**HERBERT M BAUTISTA**  
City Mayor

**BUREAU OF FIRE PROTECTION**

By:

  
**F/DIR ARIEL A BARAYUGA, CEO VI**  
Chief, BFP

**WITNESSES:**

  
**ISAGANI R VERZOSA JR.**  
City Building Official

  
**GARRY C. DOMINGO**  
Head, Business Permits and License Office

  
**F/SUPT JESUS P FERNADEZ**  
Quezon City District Fire Marshal, BFP NCR

**ACKNOWLEDGEMENT**

Republic of the Philippines)  
Quezon City )S.S.

BEFORE ME, A Notary Public in and for \_\_\_\_\_,  
personally appeared:

Name	ID	Date/Place Issued
<b>HERBERT M BAUTISTA</b>	Passport No. EC3151462	10 Jan 2015/Manila
<b>F/DIR ARIEL A BARAYUGA</b>	BFP No. 18-15-00070	08 April 2015/NHQ-QC

Known to me and to me known to be same persons who executed the foregoing instrument which they acknowledged to me as their free and voluntary act and deed, that they are acting as the representative of their respective agencies, and that they have the authority to sign in such capacity.

IN WITNESS WHEREOF, I have set my hand and affixed my Notarial Seal on  
JUN 24 2015 of \_\_\_\_\_.



*STW 2*  
**ATTY. GODOFREDO T. LIGAN III**  
NOTARY PUBLIC  
UNTIL DECEMBER 31 2016  
PTR No 0561793 Jan 8 2015 QC  
IBP No 967408 Dec 12 2014 QC  
ROLL No 295257 May 14 1979  
MCLE Compliance-IV-0022949  
2<sup>nd</sup> Flr. Legislative Wing  
Quezon City Hall, Diliman  
Quezon City

Doc No. 84  
Page No. 17  
Book No. X-2011  
Series of 2015

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