



Republic of the Philippines  
Province of Ilocos Sur  
**MUNICIPALITY OF NARVACAN**

**OFFICE OF THE SANGGUNIANG BAYAN 2013-2016**

9<sup>th</sup> Regular Session  
Held at the SB Session Hall  
On 08 March 2016

**RESOLUTION NO. 05**  
**Series of 2016**

**RESOLUTION AUTHORIZING THE HONORABLE ZURIEL S. ZARAGOZA, MUNICIPAL MAYOR, NARVACAN, ILOCOS SUR TO ENTER INTO A MEMORANDUM OF AGREEMENT (MOA) WITH THE DEPARTMENT OF TRADE AND INDUSTRY (DTI) FOR THE IMPLEMENTATION OF THE "GO NEGOSYO ACT" UNDER RA10644 IN THIS MUNICIPALITY**

**WHEREAS**, Republic Act 10644 an Act Promoting Job Generation and Inclusive Growth through the Development of Micro, Small and Medium Enterprises is otherwise known as the "Go Negosyo Act";

**WHEREAS**, the "Go Negosyo Act" aims to foster national development, promote inclusive growth, reduce poverty by encouraging the establishment of micro, small and medium enterprises (MSMEs) that facilitate local job creation through the establishment of Negosyo Centers in the provinces, cities, and municipalities in the country;

**WHEREAS**, with the "Go Negosyo Act", the Department of Trade and Industry (DTI) with the support of LGU Narvacan, Ilocos Sur expects to further boosts its assistance to micro, small and medium enterprises (MSMEs) to grow and flourish as well as intensify the promotion of entrepreneurship of this municipality;

**WHEREAS**, the "Go Negosyo Act" mandates the creation of Negosyo Centers which would be directly supervised by the DTI in the Municipality of Narvacan, Ilocos Sur;


**NOW THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED** to authorize the Honorable Zuriel S. Zaragoza, Municipal Mayor, Narvacan, Ilocos Sur to enter into a Memorandum of Agreement (MOA) with the Department of Trade and Industry (DTI) by its Provincial Director Grace R. Lapastora for the implementation of the "Go Negosyo Act" under RA10644 in this municipality;

**RESOLVED FURTHER** to furnish copies of this Resolution to the Department of Trade and Industry Vigan City by its Provincial Director Grace R. Lapastora and all authorities concerned for their information and immediate appropriate action.

**PASSED AND APPROVED.**



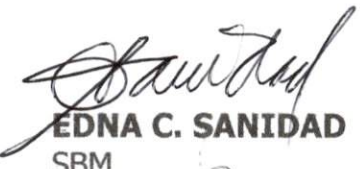
Certified Correct:

  
**MARIBEL C. CORRALES**  
SB Secretary


Attest:

  
**FAYINNA PILAR S. ZARAGOZA**  
Vice Mayor/Presiding Officer

CONFORME:


  
**EDNA C. SANIDAD**  
SBM


  
**TERESITO C. VALERA, SR.**  
SBM

  
**CARLITO T. CORRALES**  
SBM

**TEOFILO M. CABREROS**  
SBM

**AVEL VERNEY C. ZARAGOZA**  
SBM

  
**MARIA PAZ V. CACHOLA**  
SBM

  
**ROSALINDA C. CABANILLA**  
SBM

**BENEDIX "BX" L. DELA CUADRA**  
SBM

**ROMULO C. REA**  
ABC President

Approved:

  
**ZURIEL S. ZARAGOZA**  
Municipal Mayor



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07 March 2016

**Hon. ZURIEL S. ZARAGOZA**  
Municipal Mayor  
Narvacan, Ilocos Sur

Attention: SBM Maria Paz V. Cachola  
Chairman, Committee on Trade and Industry

Dear Mayor Zaragoza:

*Greetings from the Department of Trade and Industry - Ilocos Sur!*

We are pleased to inform you that the Department of Trade and Industry has chosen your municipality as a site of a Negosyo Center. The Negosyo Center aims to provide one-stop shop business services for small, medium, enterprises (SMEs) nationwide which will consequently increase jobs generation and promote inclusive growth through the development and empowerment of SMEs. Among the services offered in the Negosyo Center include business registration, business advisory services wherein business consultancy on access to market finance and business development is provided to entrepreneurs, business information and advocacy, and monitoring and evaluation to track the progress of SMEs.

The proposed Narvacan Negosyo Center should have atleast an area of 25 square meters to house the above services. Tentative schedule of launching will be on the 3<sup>rd</sup> week of June 2016.

In view hereof, may we request for an office space to house the Narvacan Negosyo Center. Furthermore, may we request for the floor plan of the proposed site. Attached is the Memorandum of Agreement for your review and approval.

Thank you and we look forward to your favourable action.

Our best regards!

Very truly yours,

**GRACE R. LAPASTORA, CESO V**  
Provincial Director

GRL/RCD/BGP/D. Memo\_ Negosyo CenterLocation\_ Narvacan.03.16

*Enabling Business. Empowering Consumers*



Republic of the Philippines  
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT  
ILOCOS SUR PROVINCIAL OFFICE

Liga ng mga Barangay Building, Brgy. V, Bantay, Ilocos Sur  
Tel. No. (077) 632.08.62 | Eadd: dilg\_isur@yahoo.com



04 March 2016

**HON. ZURIEL S. ZARAGOZA**  
*Municipal Mayor*  
*Narvacan, Ilocos Sur*

Dear Mayor Zaragoza:

*Greetings from DILG-Ilocos Sur!*

Relative to the implementation of the 2016 Seal of Good Local Governance (SGLG), please be informed that there will be an onsite validation of the municipality on the **last week of March 2016** to be conducted by the Regional Assessment Team (RAT). The Team shall focus its validation on the LGU's performance and service delivery along the following areas: Financial Administration, Disaster Preparedness, Social Protection, Business-Friendliness and Competitiveness, Peace and Order, and Environmental Management.

Kindly then advise the concerned local heads of the various departments/offices to be in attendance during the said period and make available the documentary requirements for the validation.

We anticipate your usual support to the implementation of the program.

Warm regards.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Agnes A. De Leon'.

**AGNES A. DE LEON, CESE**  
Acting Provincial Director



## MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement entered into this \_\_\_\_ day of \_\_\_\_\_ 2016  
by and among:


The **DEPARTMENT OF TRADE AND INDUSTRY – Ilocos Sur**, hereinafter referred to as **DTI - IS** with office address located at Judy Chiu Bldg., Mabini St., Vigan City, herein represented by its Provincial Director; **GRACE R. LAPASTORA**;

-and-

The **LOCAL GOVERNMENT UNIT OF NARVACAN (LGU-NARVACAN)**, with principal office address located at Sta. Lucia, Narvacan, Ilocos Sur, mandated to exercise powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare represented herein by its Local Chief Executive **ZURIEL S. ZARAGOZA**; and hereinafter referred to as "**PROGRAM PARTNER**";

WITNESSETH-That:

WHEREAS, the approval of Republic Act 10644 An Act Promoting Job Generation and Inclusive Growth through the Development of Micro, Small and Medium Enterprises otherwise known as the "**Go Negosyo Act**" aims to foster national development, promote inclusive growth, reduce poverty by encouraging the establishment of micro, small and medium enterprises (MSMEs) that facilitate local job creation, production and trade, and bring government services closer to small businesses through the establishment of Negosyo Centers in all the provinces, cities, and municipalities in the country.



WHEREAS, with the "**Go Negosyo Act**", the Department of Trade and Industry (DTI) with the support of LGU's and other government agencies expects to further boost its assistance to micro, small and medium enterprises (MSMEs) to grow and flourish and intensify the promotion of entrepreneurship in the country.

WHEREAS, the "**Go Negosyo Act**" mandates the creation of Negosyo Centers which would be directly supervised by the DTI in every province, city and municipality nationwide. These centers would ease the process of starting up and registering small businesses.

WHEREAS, the Negosyo Centers would facilitate development programs as well as provide support for business conceptualizations, management, team building, marketing, human resources and many other aspects of maintaining businesses.

WHEREAS, the **LGU - Narvacan** can be a source of competent technical expertise to accelerate the implementation of the program.

WHEREAS, the **LGU - Narvacan** is willing to tie up with the Negosyo Center to provide technical and expert advice to the MSME's.

WHEREAS, the **NARVACAN NEGOSYO CENTER** will provide services to MSMEs in the following areas:

1. Business Advisory / Consultancy;
2. Business Registration Assistance;
3. Business Information and Advocacy;
4. Product Development and Promotion
5. Technology Transfer, Production and Management Trainings; and
6. Marketing Assistance;

WHEREAS, the abovementioned services are also identified as MSME needs particularly categorized into areas where support is required by MSMEs; and coaching sessions for MSMEs as anchored on building MSME competitiveness and competencies.

NOW, THEREFORE, for and in consideration of the foregoing premises and of the mutual covenants herein below set forth, the PARTIES bind themselves and agree as follows:

## ARTICLE 1

### THE PROGRAM

The Negosyo Center's vision is to nurture the growth of MSMEs and create an attractive framework to SME's in dealing with the difficulties in the process of doing business and to alleviate the disadvantages that MSMEs encounter by providing numerous technical services that are useful in fostering innovation and entrepreneurship.

## ARTICLE II

### OBJECTIVES OF THE PROGRAM

The Program aims to achieve the following objectives:

1. to provide technical expertise and services to accelerate development of SME's;
2. to build competencies of the MSME's;
3. to access technical advice through coaching session;
4. to improve managerial skills and enhance entrepreneurial behavior; and
5. to develop a more dynamic, competitive and sustainable MSMEs.



## ARTICLE III

### ROLES AND RESPONSIBILITIES

The **DTI-Ilocos Sur** shall:

1. Provide the office furniture and fixtures and computer of the Narvacan Negosyo Center.
2. Prepare and approve a Manual of Operations which shall include, among others, the organizational/functional/ structure of the center, procedure for accessing the services of the Center, business plan, communications plan to promote the use of the facility, and reportorial procedures.
2. Assign a contracted staff to permanently man/operationalize the center and provide business consultancy services to MSME-clients;
3. Promote the services of the center;
4. Manage and coordinate linkages with existing and prospective PROJECT PARTNERS;
5. Identify business development service (BDS) providers which will augment the delivery of the four outcome portfolios of MSME Development, that is, Access to Market (A2M), Access to Finance (A2F), Productivity and Efficiency (P&E), and Business Investment Enabling Environment (BIEE);
6. Establish a databank which shall be a source of information necessary for market linkaging, facilitation, project monitoring, research and policy studies and information campaigns;
7. Propose and organize calendar of events for the center;
8. Provide, when necessary, additional technical support for capacitating the "PROJECT PARTNERS", including prospective partners, to sustainably manage and operate the Center in accordance with the objectives of the "Negosyo Center";
9. Monitor and evaluate the operations of the center, particularly in terms of number of MSMEs assisted;



The **LOCAL GOVERNMENT UNIT OF NARVACAN** shall:

1. Provide an office space including utilities (power and water) where the Narvacan Negosyo Center will be established and located;
2. Assist MSMEs, through its Local Economic and Investment Promotion Office (LEIPO) to access fiscal and non-fiscal incentives and provide business / trade facilitation.
3. Assist in the generation of business information and industry data relevant to the needs of MSMEs.
4. Promote the services of the center.

**ARTICLE IV**

**OTHER PROVISIONS**

The **PARTIES** shall exert due diligence and good faith to achieve the objectives of the Program. Any problem, conflict or concerns that may arise from implementing the Program shall be resolved through consultations.

**ARTICLE V**

**PROGRAM EFFECTIVITY AND DURATION**

This Memorandum of Agreement shall take effect immediately for a period of one (1) year beginning \_\_\_\_\_ 2016 until \_\_\_\_\_ 2017, renewable upon agreement of both **PARTIES**.

IN WITNESS WHEREOF, the **PARTIES** have hereto affixed their respective signatures to signify their agreement on this \_\_\_\_\_ day of December at \_\_\_\_\_, Ilocos Sur, Philippines.

**DEPARTMENT OF TRADE AND INDUSTRY ILOCOS SUR**

**GRACE R. LAPASTORA, CESO V**  
Provincial Director

**LOCAL GOVERNMENT UNIT OF NARVACAN**

  
**Hon. ZURIEL S. ZARAGOZA**  
Municipal Mayor

SIGNED IN THE PRESENCE OF:

\_\_\_\_\_ and \_\_\_\_\_



**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_)s.s.  
x-----x

BEFORE ME, a Notary Public for and in \_\_\_\_\_ personally  
appeared the following:

**NAME OF PARTY COMPETENT EVIDENCE OF IDENTITY**

GRACE R. LAPASTORA DTI ID # I-065 Issued on August 15, 1989 at Vigan City  
ZURIEL S. ZARAGOZA \_\_\_\_\_

known to me and to me known to be the same persons who executed the foregoing  
Memorandum of Agreement, said instrument consisting of \_\_\_\_\_ ( ) pages,  
including the page this acknowledgement is written, signed on the left-hand-margin of  
each and every page thereof by the **PARTIES** and their witnesses and  
acknowledged to me that the same is their free and voluntary act and deed and that  
of the parties they are representing.

WITNESS MY HAND AND SEAL this \_\_\_th at  
\_\_\_\_\_, Philippines

Doc. No. \_\_\_;  
Page No. \_\_\_;  
Book No. \_\_\_;  
Series of 2016.





Republic of the Philippines  
Province of Ilocos Sur  
MUNICIPALITY OF NARVACAN

**OFFICE OF THE MUNICIPAL MAYOR**

**TO WHOM IT MAY CONCERN:**

This is to certify that Resolution No. 05, Series of 2016 entitled:

Resolution Authorizing the Honorable Zuriel S. Zaragoza to Enter into a Memorandum of Agreement (MOA) with the Department of Trade and Industry (DTI) for the Implementation of the "Go Negosyo Act" Under RA10644 in this Municipality is an urgent matter that needs to be passed by the Sangguniang Bayan of this municipality to promote the welfare of the people.

This certification is issued this 7<sup>TH</sup> day of March 2016 at Narvacan, Ilocos Sur.

**ZURIEL S. ZARAGOZA**  
Municipal Mayor





Republic of the Philippines  
Province of Ilocos Sur  
MUNICIPALITY OF NARVACAN

**OFFICE OF THE MUNICIPAL MAYOR**

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**ZURIEL S. ZARAGOZA**  
Municipal Mayor