



# SUBIC BAY METROPOLITAN AUTHORITY

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USD/ASD

OFFICE ORDER NO. 12-06-0156

Series of 2012

JUN 22 2012

RECEIVED BY *Amador*  
11:24 AM 000298

In the exigency of the service and in pursuance of the Board of Directors' instruction to the Regulatory Group, the Head / Senior Deputy Administrator for Regulatory Group is directed to create/organize the **REGULATORY MONITORING UNIT (RMU)**.

The following are the objectives of the RMU:

1. To conduct pro-active and systematic inspections of Locators premises and operations with respect to compliances to the various SBMA rules and regulations for the renewal of Locators' Business permit to Operate (BPTO) guided by a comprehensive Inspection checklist / manual;
2. To reduce the time and resources spent in the BPTO renewal process, and
3. To enhance the working relationship between the Locators and the front line services of the agency by way of aiming for customer satisfaction in the course of implementing the monitoring unit's mandate.

The Senior Deputy Administrator for the Regulatory Group is further instructed to undertake any and all necessary steps/action in order to ensure the smooth operation of the Regulatory Monitoring Unit (RMU)

All personnel to be assigned/detailed to this RMU shall report directly to the Head / Senior Deputy Administrator of the Regulatory Group for work assignments and other concerns regarding the RMU.

The Regulatory Monitoring Unit shall be operational and ready to implement these instructions no later than October 30, 2012. In the meantime, the current renewal process for the Business Permit to Operate shall be enforced.

This order shall take effect immediately and shall be deemed binding and in force until revoked.

All concerned Departments/Offices are enjoined to cooperate and support the Regulatory Group and the Regulatory Monitoring Unit for the successful completion of their assigned task.

Issued this 18<sup>th</sup> day of June 2012, at the Subic Bay Freeport Zone.

**ROBERTO V. GARCIA**  
Chairman and Administrator