



Republic of the Philippines
QUEZON CITY COUNCIL

Quezon City
22nd City Council

PO22CC-288

57th Regular Session

ORDINANCE NO. SP- **3272** , S-2024

**AN ORDINANCE PROVIDING GUIDELINES FOR THE REGISTRATION OF
NANO-ENTERPRISES IN QUEZON CITY AND FOR OTHER PURPOSES**

Introduced by Councilors CANDY A. MEDINA and DOROTHY A. DELARMENTE, M.D.

Co-Introduced by Councilors Bernard R. Herrera, Tany Joe "TJ" L. Calalay, Joseph P. Juico, Nikki V. Crisologo, Charm M. Ferrer, Fernando Miguel "Mikey" F. Belmonte, Aly Medalla, Dave C. Valmocina, Tatay Rannie Z. Ludovica, Godofredo T. Liban II, Kate Galang-Coseteng, Geleen "Dok G" G. Lumbad, Albert Alvin "Chuckie" L. Antonio III, Don S. De Leon, Wencerom Benedict C. Lagumbay, Atty. Anton L. Reyes, Edgar "Egay" G. Yap, Imee A. Rillo, Raquel S. Malañgen, Irene R. Belmonte, Nanette Castelo-Daza, Marra C. Suntay, Joseph Joe Visaya, Alfred Vargas, MPA, Ram V. Medalla, Shaira "Shay" L. Liban, Aiko S. Melendez, Mutya Castelo, Maria Eleanor "Doc Ellie" R. Juan, O.D., Kristine Alexia R. Matias, Eric Z. Medina, Emmanuel Banjo A. Pilar, Vito Sotto Generoso, Victor "Vic" Bernardo, Jose Maria M. Rodriguez and Jhon Angelli "Sami" C. Neri

WHEREAS, Quezon City recognizes the importance of providing a regulatory framework for Nano-Enterprises, acknowledging their unique characteristics and contributions to the local economy;

WHEREAS, Nano-Enterprises play a vital role in supporting self-employment, contributing significantly to economic inclusion by providing opportunities for entrepreneurship and livelihood. Establishing guidelines for their registration ensures that these enterprises are integrated into the formal economy;

WHEREAS, setting clear registration guidelines helps in identifying and supporting Nano-Enterprises with limited financial resources. By doing so, this Ordinance promotes financial empowerment among entrepreneurs who may not have access to large-scale capital, but can contribute meaningfully to the local economy;

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WHEREAS, Nano-Enterprises serve as essential sources of goods and services within local communities, such as sari-sari stores and carinderias. By formalizing their registration, this Ordinance aims to enhance the social impact of these enterprises and ensure they receive the necessary support to thrive;

WHEREAS, in order to ensure the proper registration and monitoring of Nano-Enterprises, it is imperative to establish guidelines that will streamline regulatory processes and facilitate easier compliance with local regulations, consistent with the objectives of Republic Act No. 11032 or the Ease of Doing Business and Efficient Government Service Delivery Act of 2018;

WHEREAS, recognizing the economic challenges faced by certain Nano-Enterprises, it is imperative for the City to support vulnerable groups such as sari-sari stores, carinderias and beneficiaries of the Pangkabuhayan QC Assistance Program by providing certain exemptions for them;

WHEREAS, a formal registration process allows for better emergency preparedness and response. In times of crisis, such as a natural disaster or public health emergency, the City can quickly identify and support Nano-Enterprises, contributing to the overall resilience of the local economy.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:

SECTION 1. TITLE. - This Ordinance shall be known as the "Quezon City Nano-Enterprises Registration Ordinance of 2024."

SECTION 2. DEFINITION OF NANO-ENTERPRISES. - Nano-Enterprises shall refer to livelihoods operated by self-employed individuals or those sole proprietorships with an asset size not exceeding fifty thousand pesos (Php 50,000.00) and whose annual gross sales or receipts do not exceed two hundred fifty thousand pesos (Php 250,000.00).

Asset size refers to the total assets of the business entity at its current value, exclusive of the land on which the business entity's office, plant and equipment are situated.

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SECTION 3. COVERAGE. – All Nano-Enterprises operating within the jurisdiction of Quezon City shall be covered and registered under this Ordinance except those enterprises properly falling under the coverage of Article VI (Regulations on Street Vending) of Ordinance No. SP-2459, S-2015, as amended, otherwise known as the Revised Quezon City Market Code. Enterprises with business permits prior to the effectivity of this Ordinance may be classified as Nano-Enterprises, provided it meets the twin criteria set forth in Section 2 hereof.

SECTION 4. NANO-ENTERPRISES REGISTRATION STANDARDS AND GUIDELINES. –

a. All applications and documentary requirements for business permit as Nano-Enterprise shall be submitted to the Business Permits and Licensing Department (BPLD) through the Online Business Permit Application System (OBPAS).

b. The documentary requirements for the business permit of Nano-Enterprises shall be limited as follows:

1. New Business Permit Applications

- i. Certificate of Registration issued by the Department of Trade and Industry;
- ii. Proof of right to use property as business location. However, those located within a government property, except public sidewalks and spaces, shall execute an undertaking in lieu of presenting a proof of right to use the property;
- iii. Declaration of Asset Size;
- iv. QCitizen's ID of Owner;
- v. Representative's ID, if applicable;
- vi. Other documents, if and when applicable;

2. Renewal of Business Permit Applications

- i. Declaration of Asset Size;
- ii. Gross Sales Declaration;
- iii. Pictures of the establishment;
- iv. Other documents showing proof of annual gross sales or receipts, if and when applicable;

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- c) *For new business permit applications, the BPLD shall determine the eligibility of the enterprise based on the asset size and shall verify the completeness of the requirements before the approval of the business permit;*
- d) *For renewal of business permit applications, the annual gross sales declarations and/or other documents showing proof of annual gross sales shall be submitted to the City Treasurer's Office (CTO) to initiate the process of renewal. The declaration of asset size and pictures of establishment, thereafter, shall be submitted to the BPLD to determine the continued eligibility of the enterprise;*
- e) *The business permit issued to Nano-Enterprises shall be valid for a period of 1 year from issuance or anniversary date as provided for in Ordinance No. SP-3013, S-2021, subject to renewal on or before the anniversary date.*

SECTION 5. EXEMPTIONS FROM LOCAL BUSINESS TAX AND REGULATORY FEES. – Only the following Nano-Enterprises which are new businesses or those without business permits, after the effectivity of this Ordinance and registered in accordance hereto, shall be exempted from the payment of local business taxes and regulatory fees:

1. *Sari-Sari Stores;*
2. *Carinderias; and*
3. *Beneficiaries of the Pangkabuhayan QC Assistance Program or Ordinance No. 3071, S-2021 regardless of business activity, except those Nano-Enterprises properly falling under the coverage of Article VI (Regulations on Street Vending) of Ordinance No. SP-2459, S-2015, otherwise known as the Revised Quezon City Market Code, as amended. Registration under this Ordinance shall be mandatory for these beneficiaries.*

Regulatory fees imposed and collected by the national government such as but not limited to the Fire Safety Inspection Certificate (FSIC) issued by the Bureau of Fire Protection shall not form part of the exemptions declared under this Section.

The issuance of the Health Certificate for workers in Nano-Enterprises shall be at no cost, provided that all medical examinations shall be conducted by the Quezon City Health Department.

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SECTION 6. ADMINISTRATIVE FEE. – In lieu of the payment of local regulatory fees, an annual fee of Php500.00 shall be imposed for the administrative costs of registering and monitoring these mentioned Nano-Enterprises in Section 5 hereof and for the issuance of all necessary permits and clearances by the City Government. However, beneficiaries of the Pangkabuhayan QC Assistance Program shall be exempted from the payment of this administrative fee on the 1st year of its registration as Nano-Enterprise.

The administrative fee of Php500.00 shall be allocated in the following manner:

- a. City - Php300.00*
- b. Barangay - Php200.00*

SECTION 7. POST-PERMIT INSPECTIONS. – On an annual basis, the BPLD shall conduct inspections after the issuance of the business permit to confirm the eligibility of the registered Nano-Enterprises with incentives found in Section 5.

SECTION 8. FISCAL AND NON-FISCAL INCENTIVES. – Nano-Enterprises that complete the registration process will be granted priority consideration for financial assistance programs offered by the City or National Government. This includes grants, subsidies, loans, and other forms of financial aid aimed at fostering entrepreneurship. Priority consideration for capacity-building workshops, training sessions, and mentorship programs shall also be given as well to registered Nano-Enterprises.

In the event that there are findings in the post permit inspection within 3 years from initial registration that the registered Nano-Enterprise shall no longer be eligible for the incentives, the said Business shall be subject to the applicable taxes and fees provided for in Ordinance No. SP-91, S-93 or the Quezon City Revenue Code, as amended, while those Nano-Enterprises found to be ineligible after 3 years from initial registration shall be permanently entitled to a 10% reduction in their annual local business taxes.

SECTION 9. REPEALING CLAUSE. – All ordinances, resolutions, executive orders, memorandum circulars and administrative orders or parts thereof which are inconsistent with any provisions of this Ordinance are hereby repealed or modified accordingly.

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SECTION 10. SEPARABILITY CLAUSE. – If, for any reason, any part or provision of this Ordinance shall be held unconstitutional or invalid, other parts or provisions hereof which are not affected thereby shall continue to be in full force and effect.


SECTION 11. EFFECTIVITY CLAUSE. – This Ordinance shall become effective 15 days following the completion of its publication in the newspaper of general circulation and posting of a copy of the said Ordinance at 2 conspicuous places in Quezon City Hall for 3 consecutive weeks.

ENACTED: April 8, 2024.



GIAN G. SOTTO
City Vice Mayor
Presiding Officer

ATTESTED:


ATTY. JOHN THOMAS S. ALFEROS, III
City Government Department Head III
(City Council Secretary)


APPROVED: APR 26 2024



MA. JOSEFINA G. BELMONTE
City Mayor

CERTIFICATION

This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on April 8, 2024 under Suspended Rules and was PASSED on Third/Final Reading on the same date.


ATTY. JOHN THOMAS S. ALFEROS, III
City Government Department Head III
(City Council Secretary)

