



Republic of the Philippines  
Province of Bohol  
Municipality of Loon  
Office of the Mayor



Vision : A socioeconomically developed town with empowered people who nurture their heritage and sustainably manage their resources through shared and service-oriented governance

Mission: To create a socioeconomically developed environment through sustainable management of resources and enhancement of people's capabilities for inclusive growth

EXECUTIVE ORDER NO. 15c  
Series of 2024

ENJOINING ALL DEPARTMENTS AND OFFICES TO ADOPT AND APPLY THE ENHANCED LOON BUSINESS ONE-STOP-SHOP INITIATIVE (ELBI) AS AN AUTOMATED IN-HOUSE INFORMATION AND COMMUNICATION TECHNOLOGY SYSTEM OF THE LOCAL GOVERNMENT UNIT OF LOON

WHEREAS, Republic Act No. 9485 mandates all government agencies to improve the delivery of public service to reduce bureaucratic red tape and prevent graft and corruption;

WHEREAS, Republic Act No. 10173, also known as the Data Privacy Act of 2012, aims to protect personal data in information and communication systems, in both government and private sectors, and created the National Privacy Commission to monitor the enforcement of the Act;

WHEREAS, the LGU of Loon adopts and implements the DILG-DTI-DICT Joint Memorandum Circular No. 01, Series of 2016, entitled "Revised Standards in Processing Business Permits and Licenses in All Cities and Municipalities";

WHEREAS, the LGU of Loon hired Information Technology (IT) personnel to develop automated systems that led to the systematic processing of data for the benefit of all concerned departments, offices and other constituents;

WHEREAS, the LGU adheres to customer-centricity as a strategy that builds long-term relationships with its clients and puts them first and at the core of business in order to provide them a positive experience;

WHEREAS, in line with the LGU's commitment to good governance, the Enhanced Loon Business One-Stop-Shop Initiative (ELBI) was designed to be a transparent, accountable and efficient system that electronically provides automated and cloud-based processing of business permits and licenses;

WHEREAS, as an automated information and communication technology system, ELBI was installed in the LGU management system on January 2, 2017, after which it resulted in improved efficiency, accuracy and convenience owing to its easy access, and was able to address the LGU's mandate on ease of doing business, particularly as regards the transactions of the offices of the Municipal Treasurer and the Business Permits and Licensing Officer.

NOW THEREFORE, premises considered and by virtue of the authority vested upon me under the Local Government Code and other existing laws, I, Elvi Peter L. Relampagos, mayor of the Municipality of Loon, Bohol, do hereby declare and order the following:

**Section 1.** All departments and offices are hereby enjoined to use ELBI, or the Enhanced Loon Business One-Stop-Shop Initiative, as an automated in-house information and communication technology system of the Local Government Unit of Loon.

**Section 2.** The personnel and staff of the Municipal Information and Communication Technology Office (MICTO) shall take charge of the in-house dissemination, monitoring, maintenance and updating of the ELBI and other ICT systems of the LGU.

**Section 3.** The LGU shall provide updated ICT equipment to address and adapt to the fast-changing technology innovations and to minimize any system malfunction.

**Section 4.** The Executive Order shall take effect immediately.

Done this 11th day of April 2024 in the Municipality of Loon, Bohol.

ELVI PETER L. RELAMPAGOS  
Mayor