



Republic of the Philippines
Province of Cavite
CITY OF BACOR

Office of the Sangguniang Panlungsod

DISTRICT I

HON. CATHERINE SARINO-EVARISTO
City Councilor

HON. MICHAEL E. SOLIS
City Councilor

HON. ADRIELITO G. GAWARAN
City Councilor

HON. VICTORIO L. GUERRERO, JR.
City Councilor

HON. ALEJANDRO F. GUTIERREZ
City Councilor

HON. LEVY M. TELA
City Councilor

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HON. REYNALDO D. PALABRICA
City Councilor / President-Pro-Tempore

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HON. ROGELIO M. NOLASCO
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City Councilor

HON. SIMPLICIO G. DOMINGUEZ
City Councilor

HON. RANDY C. FRANCISCO
Liga ng mga Barangay Vice President

HON. PALM ANGEL S. BUNCIO
SK Federation President

Attested by:
ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:
HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Approved by:
HON. STRIKE B. REVILLA
City Mayor

CITY ORDINANCE NO. 348-2024
Series of 2024

"AN ORDINANCE AMENDING AND MODIFYING SECTIONS 3, 4, 5, 6, 15, 16 AND 17 OF CITY ORDINANCE NO. 228-2022, SERIES OF 2022, OTHERWISE KNOWN AS THE "UNIFORM IMPLEMENTATION PROCEDURE ORDINANCE OF BACOR" AND INCORPORATING NEW PROVISIONS THEREOF.

Sponsored by:

Hon. Roberto L. Advincula

Co-sponsored by:

Hon. Palm Angel S. Buncio, Hon. Simplicio G. Dominguez, Hon. Reynaldo M. Fabian, Hon. Randy C. Francisco, Hon. Adrielito G. Gawaran, Hon. Catherine Sarino-Evaristo, Hon. Alejandro F. Gutierrez, Hon. Rogelio M. Nolasco, Hon. Alde Joselito F. Pagulayan, Hon. Reynaldo D. Palabrica, Hon. Michael E. Solis and Hon. Levy M. Tela.

WHEREAS, it is a declared policy, as embodied in Republic Act No. 8792 ("RA No. 8792") otherwise known as the "Electronic Commerce Act of 2000", that the State recognizes the vital role of information and communications technology (ICT) in nation-building; the need to create an information-friendly environment which supports and ensures the availability, diversity and affordability of ICT products and services; the primary responsibility of the private sector in contributing investments and services in ICT; its obligation to facilitate the transfer and promotion of technology; to ensure network security, connectivity and neutrality of technology for the national benefit; and the need to marshal, organize and deploy national information infrastructures, comprising in both communications network and strategic information services, including their interconnection to the global information networks, with the necessary and appropriate legal, financial, diplomatic and technical framework, systems and facilities.

WHEREAS, The Electronic Commerce Act provides that an electronic online network facilitates the open, speedy, and efficient electronic online transmission, conveyance, and use of electronic documents amongst all government departments, agencies, bureaus, offices,



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up to the division level, and to the regional and provincial offices, government-owned and controlled corporations, local government units, other public instrumentalities, universities, colleges, and other schools, and universal access to the general public.

WHEREAS, Section 23 of Republic Act No. 4136, as amended by Republic Act No. 10930/(R.A. 10930), also known as the "Land Transportation and Traffic Code", expressly provides that "local government units (LGUs), the Metropolitan Manila Development Authority (MMDA) or other agencies lawfully issuing traffic violation shall report within a reasonable time, to be determined in the implementing rules and regulations (IRR), the details of the traffic violation to the LTO, which shall serve as the repository of all traffic violation records".

WHEREAS, Section 23 of the Implementing Rules and Regulations ("IRR") of R.A. 10930 also provides that driver's licenses of violators included in the apprehension reports submitted by the LGUs and the MMDA shall be placed on an alarm in the Land Transportation Office (LTO) Law Enforcement and Traffic Adjudication System within twenty-four (24) hours from the receipt of the report and that no demerit points shall be incurred by and recorded against the driver-violator until the submission of the LGU or MMDA of a complete updated report on the apprehension cases indicating whether such apprehension was admitted, uncontested, or affirmed or dismissed on adjudication which shall be submitted not later than three (3) working days from the lapse of the prescribed contest period of the apprehending agency.

WHEREAS, LTO is now implementing its own enterprise-wide Land Transportation and Management System (LTMS), which is a web-based core system application deployed in its exclusively on-premise private cloud in the implementation of paperless and non-face-to-face based transactions and delivery of its services to its clients, to enhance agency's efficiency, improving client-focused services, promoting transparency and accountability in its transactions, and increasing inter-agency coordination, cooperation, and public partnership.

WHEREAS, in order to effectively comply with the requirements of R.A. 10930 and its IRR, as well as fulfill its mandate to serve as the repository of all traffic violation records, the LTO desires to implement the interconnectivity with the LGUs, the MMDA or other agencies lawfully issuing traffic violation to its LTMS to



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facilitate the qualification and verification of alarm and apprehension.

WHEREAS, the MMDA and LGUs in Metro Manila, through the Metro Manila Council, have institutionalized a Single Ticketing System, and a system of interconnectivity with the LTO and government instrumentalities involved in transport and traffic management in Metro Manila.

WHEREAS, the Single Ticketing System provided for uniform and harmonized fines and penalties for common traffic violations and recognizes the use of technology in apprehending violators.

WHEREAS, despite the strict imposition of fines and penalties arising from violations of Ordinances, the number of violations to increase in the City of Bacoor, Cavite.

WHEREAS, Section 16 R.A. No. 7160, otherwise known as the "Local Government Code of 1991, provides, that "every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or accidental for its efficient and effective governance".

WHEREAS, the Sangguniang Panlungsod believes that the existing uniform procedure the implementation of City Ordinances in the City of Bacoor, Cavite, as embodied, in the City Ordinance No. 228-2022, Series of 2022, also known as the "Uniform Implementation Procedure Ordinance of Bacoor", needs to be supplemented and amended to conform to the national government's direction to digitalize and to make use of technology to ensure the efficiency and reliability in the performance of public functions and delivery of services to the public, and to comply with the requirements of R.A. 10930 and its IRR.

WHEREAS, the Sangguniang Panlungsod likewise believes that certain fines and penalties must be increased to have an effective deterrent against violators of Ordinances in the City of Bacoor, Cavite, and to be consistent with the Single Ticketing System.

BE IT ENACTED by the 5th Sangguniang Panlungsod of the City of Bacoor, in regular session duly assembled:

SECTION 1. AMENDMENT OF SECTION 3 OF THE UNIFORM IMPLEMENTATION PROCEDURE ORDINANCE OF BACOOR. Section 3 of the Uniform Implementation

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Procedure Ordinance of Bacoor is hereby amended as follows:

SECTION 3. Mandatory Use of OVR Design Template. All departments/units under the Office of the City Mayor tasked to implement an ordinance are required to design an OVR subject to the approval of the City Mayor. The OVR contains the following features: the logo and the specific and distinctive serial numbers of the City Government of Bacoor. The OVR shall be recognized by authorized or deputized traffic personnel as a valid traffic citation within the City of Bacoor.

However, the said OVR design must be in accord with or contain the necessary information or data to be filled out, based on, the following design template:"

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Approved by:
HON. STRIKE B. REVILLA
City Mayor

CITY OF BACOOR
ORDINANCE VIOLATION RECEIPT
City Ordinance No. 348-2024

OVR NO. 2024-0000001

VIOLATION DETAILS

ORDINANCE NO.	ORDINANCE TITLE
AI-0-2006	General Ordinance Code
AI-0-2008	Bacoor Environmental Code
CO-6-S-2002	Prescribing specific drop and pick-up stations for the orderly and efficient garbage disposal and collection
CO-05-2014	20th Garbage Segregation Ordinance of the City of Bacoor
AI-0-2008	General Ordinance Code (Sec. 66, 67)
CO-23-2023	2022 Revenue Code of Bacoor Section 27 & 28
CO-25-2014	Digging/Excavation Permit (Sec. 18)
CO-05-2015	Health Sanitation, and Safety Code (Sec. 37 and 38)

DATE: _____ TIME: _____

SELECT AN APPROVAL MARK

APPROVAL MARK OF FILER: _____

APPROVAL MARK OF CITY: _____

SIGNATURE OVER PRINTED NAME: _____

SIGNATURE OF VIOLATOR: _____

FINE / PENALTY

FINE FOR PAYMENT: _____

AMOUNT / PUP: _____

SECTION 3:
You have 5 days to pay the corresponding fine for the violation you committed and prevent the filing of a complaint against you in the City Prosecutor's Office. To know how much fine you should pay please contact the CTO at _____

CITY OF BACOOR
ORDINANCE VIOLATION RECEIPT
City Ordinance No. 348-2024

ORDINANCE NO.	ORDINANCE TITLE	SALIENT FEATURE	PENALTY
AI-0-2008	General Ordinance Code	City Environmental and Natural Resources Office Anti-Littering (Article II)	Fine 2,500
AI-0-2008	Sanitation Code	Paipalapat, Paipalapat ng Bacoor sa pangpapalapat ng mga Paipalapat ng Bacoor (Sec. 2.1, Rule IV)	1 st Off: Fine 500 + 1day community service 2 nd Off: Fine 600 + 3days community service 3 rd Off: Fine 1,000 + 15days community service
AI-0-2008	Sanitation Code	Paipalapat ng Bacoor (Sec. 2.3, Rule IV)	1 st Off: Fine 500 + 1day community service 2 nd Off: Fine 600 + 3days community service 3 rd Off: Fine 1,000 + 15days community service
CO-6-S-2002	Prescribing specific drop and pick-up stations for the orderly and efficient garbage disposal and collection	Specify designated drop and pick-up stations along major roads and thoroughfares (Sec. 1)	1 st Off: Fine 500 2 nd Off: Fine 1000 3 rd Off: Fine 2,500 + 8 hours community service
CO-05-2014	20th Garbage Segregation Ordinance of the City of Bacoor	Non-segregation of solid wastes (Sec. 8) Dumping and Throwing of Wastes in areas not designated for such purpose (Sec. 11)	Fine 1,000 Fine 1,000
AI-0-2008	General Ordinance Code (Section 65-67)	City Veterinary Office Setting loose/letting go/stray Animal in any public or private place	Fine 2,500
CO-23-2022	2022 Revenue Code of Bacoor	Business Permit and Licensing Department Additional line of business listing of existing or business license/permit (Section 27 & 28)	Fine: 1,000-5,000 or imprisonment of 3 months to 1 year or both
CO-25-2014	Digging/Excavation Ordinance (Sec. 16)	City Engineering Office Excavating without an excavation permit failure to post or display the Excavation Permit in a conspicuous place	Fine 5,000 + improvement Fine 1,000
CO-05-2015	Health, Sanitation, and Safety Code (Sec. 37)	City Health Office Prohibition against the sale of tobacco products, including cigarettes or products, and/or products containing tobacco to minors or visibly incapacitated persons	1 st Off: Fine 1000 + 1day attendance to seminar 2 nd Off: Fine 2000 + 5days imprisonment 3 rd Off: Fine 5000 + 10days imprisonment
CO-05-2015	Health, Sanitation, and Safety Code (Sec. 38)	City Health Office Prohibition against offering, authorizing, or directing minors or mentally incapacitated persons to buy or sell tobacco products, including cigarettes or products, and/or products containing tobacco	1 st Off: Fine 1000 + 1day attendance to seminar 2 nd Off: Fine 2000 + 5days suspension of permit/closure of establishment 3 rd Off: Fine 5000 + 10days suspension of permit/closure of establishment



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City Mayor

In case an LTO-LGU Interconnectivity Agreement is signed, the City of Bacoor shall temporarily allow the issuance of an electronic OVR or citation ticket that is issued through the handheld device during the pilot implementation of the Interconnectivity. A sample citation ticket is seen below:



SECTION 2. AMENDMENT OF SECTION 4 OF THE UNIFORM IMPLEMENTATION PROCEDURE ORDINANCE OF BACOOR. Section 4 of the Uniform Implementation Procedure Ordinance of Bacoor is hereby amended as follows:

"SECTION 4. Procedure in the Issuance of Ordinance Violation Receipt (OVR).



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A. Physical Apprehension — Only those authorized or deputized personnel shall apprehend and issue citations in accordance with this Ordinance. All authorized or deputized traffic personnel shall observe the proper decorum and rules in issuing a citation ticket.

The following procedures shall be observed by all law enforcers in the physical apprehension of any person who violates any City Ordinance:

i. In case of traffic violations involving vehicles, instruct the vehicle to pull over through a hand signal or by the aid of available devices:

ii. Introduction of the personnel's authority;

iii. Inform the violator of his/her violation;

iv. Issue the OVR, either by filling out a printed copy thereof or by using a handheld device, indicating, therein the name, address, and other pertinent data of the person apprehended, as may be required in the OVR, including the violation committed;

v. Inform the violator of his/her right to avail of the No Contest Provision, as provided in Section 5, hereof or to contest or appeal the traffic violation within ten (10) working days from the date of apprehension before the Bacoor City Traffic Adjudication Board.

B. Transmittal - Transmit the copy of the OVR to the designated office within twenty-four (24) hours from issuance.

C. Failure to Settle or Contest the Traffic Violation Notice - After the lapse to the ten-day period, there being no commencement of traffic violation contest/protest: nor availment of the No Contest Provision, nor settlement or payment



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committed, the assessed fines and penalties, and the photo clip of the motor vehicle depicting the actual act of committing a traffic violation or infraction, shall be prepared and addressed to the registered owner of the vehicle. Further, the traffic violation notice shall conform with the requirements set forth under Section 4(b)(1) hereof.

- iv. The notice shall be attested by a law enforcer by affixing his/her signature thereto and shall be approved by the Head of Bacoor Traffic Management Department (BTMD) or duly appointed or designated personnel.
- v. The notice is akin to an OVR issued during physical and actual apprehension and, therefore, shall contain the actual photo when the violation was committed, the name of the registered owner of the motor vehicle and personal circumstances, the license plate number, and the classification and other details of the motor vehicle.
- vi. The -notice shall also contain a statement that the person against whom the notice is addressed has the right to contest or appeal the cited traffic violation/s before the Bacoor City Traffic Adjudication Board within ten (10) working days from receipt thereof and extendible for another ten (10) working days on meritorious ground but shall not exceed twenty (20) days in total. The failure to seasonably file the same shall constitute a waiver to present evidence in relation thereof.

B. Service of Notice — Traffic violation notice shall be sent to the registered owner of the vehicle at his/her address appearing in the LTMS through personal service, registered or ordinary mail, private or government couriers, or other modes of service that may be deemed sufficient.



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of the imposed fines and/or penalties in the traffic violation notice, the same shall become incontestable. Add to that, the license plate or registration of the subject motor vehicle shall be endorsed to the Land Transportation Office for its inclusion in the Alarm's List pursuant to Section 4(b) of this Ordinance and operates as a request for the non-renewal of the motor vehicle's registration until fines and penalties are fully settled."

SECTION 3. INSERTION OF NEW PROVISIONS IN SECTION 4 OF THE UNIFORM IMPLEMENTATION PROCEDURE ORDINANCE OF BACOR. The following provisions are hereby inserted under Section 4 of the Uniform Implementation Procedure Ordinance of Bacoor:

"Section 4(a). The following procedures shall be observed in the no-physical contact apprehension of any person who violates any traffic-related City Ordinance:

A. No-Physical Contact Notice and Apprehension Guidelines.

- i. Non-contact apprehension may be effected or made through video recording of the actual motor vehicle violating traffic laws, rules, and regulations by the use of CCTV, handheld digital cameras, and or other technological devices that can capture or record videos and images.
- ii. The video footage containing the recorded traffic violation or infraction shall be reviewed by designated traffic personnel, and thereafter, the propriety of the initial citation/s and, if warranted, imposed additional traffic violation/s shall be determined.
- iii. A notice of violation containing the circumstances surrounding the non-contact apprehension, such as date, time, location, traffic violations



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- i. Personal Service — Whenever practicable, the notice shall be served by handing the copy thereof to the person against whom the notice is addressed in person.
- ii. Service by Mail — It shall be made by depositing a copy of the notice in the post office in a sealed envelope addressed to the person named therein, with payment of necessary postal fees. Service by mail may be through registered or ordinary mail and shall be deemed as valid and sufficient service when the notice is delivered, tendered, or a copy thereof is left at the address of the registered owner of the vehicle at his/her address appearing in the LTMS.
- iii. Other Modes of Service — the service of traffic violation notice may be made through electronic mail, or via text message if an email address or contact number has been provided by the registered owner to the LTO or such is made available for such purpose. The full video footage of the non-contact apprehension must be sent or be made accessible, including the traffic violation notice within a reasonable period.

Other modes of service may also made provided that they are practical and convenient or deemed-sufficient to inform the registered owner of the vehicle of the incurred traffic violation/s.
- iv. The service to the person against whom the notice was issued who refuses to receive and sign the traffic violation notice herein mentioned, without any justifiable and unlawful ground, shall be



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City Mayor

deemed as valid and sufficient service of the notice provided that a copy of the notice was tendered to the person against whom the notice was issued and the execution of an affidavit of service explaining the refusal of the same.

- C. Settlement or Protest of the Cited Violation/s - Within ten (10) working days from the receipt of the notice of violation, the person against whom it was issued may settle or pay the imposed fine and penalties or file a traffic violation contest/appeal.
- D. Failure to Settle or Contest the Traffic Violation Notice - After the lapse to the ten-day period, there being no commencement of traffic violation contest/appeal, nor settlement or payment of the imposed fines in the traffic violation notice, the same shall become incontestable. Add to that, the license plate or registration of the subject motor vehicle shall be endorsed to the Land Transportation Office (LTO) for its inclusion in the Alarm's List pursuant to Section 4(b) hereof and operates as a request for the non-renewal of the motor vehicle's registration until fines and penalties are fully settled.

For purposes of clarity, a "law enforcer" is any employee or official of the city government, any barangay official, traffic enforcer, or any police officer or barangay tanod authorized by law or by a city ordinance to implement a particular city ordinance or law.

SECTION 4(b). Procedures for Tagging of Alarm arising from Traffic Violations.



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Province of Cavite
CITY OF BACOR

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1. **Non-Contact Apprehension Policy (NCAP)** - For non-contact apprehensions, the license plate, conduction sticker, or file number of the motor vehicle shall be verified in the LTMS by the authorized personnel through biometric sign-off.

i. To validate the data of the motor vehicle, the following details may be accessed, if available: a) motor vehicle plate number; b) motor vehicle file number; c) motor vehicle year, make, and model; d) motor vehicle classification; e) motor vehicle's date of last registration; f) motor vehicle register owner's name; g) motor vehicle registered owner's address; h) motor vehicle registered owner's mobile number; and i) motor vehicle registered owner's email address.

ii. A notice of violation shall be sent within five working (5) days from the date and time of apprehension through any of the following modes of service, whichever is the most appropriate and viable.

iii. The notice violation shall include the following details a) specific traffic violation committed, including legal basis; b) date and time of the violation; c) specific location where the violation was committed; d) picture(s) which shows how the violation was committed among others; e) link or process to access the video, if any, showing how the violation was committed; f) instruction to identify the driver at the time of apprehension within the period to contest the violation ticket; g) the period to contest the apprehension which shall be reckoned from the receipt of the notice; h)



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procedure on how to contest or appeal the apprehension; and i) procedure on how to settle the apprehension.

2. **Staging Process: Provisional Alarms in the LTMS.**

i Private Motor Vehicles — A provisional alarm shall be placed against the record of the motor vehicle and motor vehicle registered owner in the LTMS once the notice of violation has been sent to the latter through the biometric sign-off of two (2) authorized personnel of the LGU or agency who attest and certify that the notice of violation has been sent to the registered owner at his/her address appearing in LTMS and that due process has been observed. Relevant information on how the notice of violation was sent must also be provided.

The registered owner or other third party shall be allowed to transact with LTO matters relating to the subject motor vehicle within 30 days from the tagging of the provisional alarm in the LTMS. However, upon the lapse of the said 30-day period, the registered owner shall be barred from registering or transferring the motor vehicle until the alarm is settled and lifted.

ii. Public Utility Vehicles (For-Hire Vehicles) -Considering that operators are not customarily the ones driving their public utility vehicles/for-hire units, in addition to the above, the operator will be given an opportunity to present proof of identity of the driver by providing a clear picture of the valid LTO driver's license of the driver and a logbook/log sheet, indicating the name and signature of the driver, the



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details of the PUV as well as the route shall be kept by the operator which could serve as a basis to identify the identity of the authorize driver as of the time of no contact apprehension. Failure on the part of the operator/owner to establish the identity of the driver operating the PUV during the time of the offense shall hold the operator/owner liable to pay the penalty charged.

3. **Permanent Alarms in LTMS** — By placing a permanent alarm, the City of Bacoor, Cavite, through its authorize representatives, attests and certifies that the identity of the driver has been duly established or that the period to contest or appeal has lapsed after the receipt of the notice of violation but no contest or appeal was filed by the registered owner of the subject vehicle.

A permanent alarm against the record of the motor vehicle and motor vehicle registered owner in the LTMS shall be tagged in the LTMS under any of the following circumstances:

i. When the notice of violation has been delivered to the registered address of the registered motor vehicle owner appearing in the LTMS, and no contest or appeal was filed within the reglementary period to contest the apprehension;

ii. For mailed notice of violation, when the mail is returned to the sender for failure to locate the addressee;

iii. In the case of personal delivery, when reasonable efforts have been made to deliver the notice of violation to the address of the motor vehicle owner but to no avail.



Republic of the Philippines
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CITY OF BACOR

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Reasonable efforts shall mean at least two (2) attempts on two (2) separate days to deliver the notice of violation to the registered address of the motor vehicle owner appearing in the LTMS and

iv. When a contest or appeal on the apprehension was filed but was given an unfavorable resolution.

In cases falling under paragraphs ii and iii, the running of the period to contest or appeal shall be suspended. The period shall commence upon the knowledge of the vehicle owner of such violation. The vehicle owner shall be deemed notified when, upon application for any vehicle-related transaction with LTO, the said vehicle owner or his/her agent is informed by the LTO of the traffic violation/s. Thereafter, a permanent alarm shall be tagged on the record of the motor vehicle and the registered vehicle owner.

4. **Physical Apprehension** - A permanent alarm shall be tagged on the driver's license of the apprehended driver in the following instances:

- i. When, after the contest or appeal process, the apprehension is upheld as valid; or
- ii. After the lapse of the contest or appeal period, no contest or appeal was filed by the apprehended driver.

5. **Physical Apprehension Through the Use of Handheld Devices** - Physical apprehensions through handheld devices, after the contest or appeal process or the lapse of the contest or appeal period, an alarm may then be placed against the apprehended driver in the LTMS through the biometric signoff of two (2) authorized personnel



Republic of the Philippines
Province of Cavite
CITY OF BACOOR

Office of the Sangguniang Panlungsod

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who attest and certify that the driver was afforded utmost due process or that the apprehension has been deemed admitted for failure of the driver to file a contest in their prescribed period.

- 6. Permanent Alarms on the Driver's License** - A permanent alarm shall be tagged on the driver's license of the apprehended driver when, after the contest or appeal process, the apprehension is upheld as valid or after the lapse of the period to file a contest or appeal and no contest or appeal was filed by the apprehended driver.

SECTION 4(c). Demerit Points.
For every traffic violation committed by a driver, a corresponding demerit point shall be recorded against the driver's record in the Law Enforcement and Traffic Adjudication System (LETAS) of the LTMS in accordance with provisions of the Implementing Rules and Regulations (IRR) of Republic Act No. 10930 (RA 10930). For NCAP apprehension, the registered vehicle owner is presumed to be the driver. For violations settled prior to the lapse of the contest period, only the demerit point shall be tagged in the LT0 database.

The demerit points attribution of the traffic violations shall be in accordance with the Violation-Demerit Point Schedule under the IRR of RA 10930. Traffic violations not included in the schedule, such as, but not limited to, number coding schemes and truck bans, shall be assigned a demerit point equivalent to light violation.

SECTION 4(d). Lifting of Alarm.
The City Government of Bacoor, Cavite, through the BTMD, has the authority to request the removal alarms after due settlement of the apprehension or when the citation is reversed upon contest or appeal.



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Province of Cavite
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However, the LTO is not proscribed from lifting such in cases with justifiable circumstances and with notice to the City of Bacoor, Cavite."

SECTION 4. AMENDMENT OF SECTION 5 OF THE UNIFORM IMPLEMENTATION PROCEDURE ORDINANCE OF BACOR. Section 5 of the Uniform Implementation Procedure Ordinance of Bacoor is hereby amended as follows:

"SECTION 5. No Contest Provision 'Any person apprehended for violating a City Ordinance who does not wish to contest or appeal the violation and is willing to pay voluntarily the fine imposed upon him/her the filing of a formal complaint against him/her with the office the City Prosecutor or inclusion to the alarm's list for traffic-related violations shall be allowed to pay the said fine at the City Treasurer's Office or through other modes of payment to avoid being criminally prosecuted and/or subjected to applicable civil or administrative remedies."

The City of Bacoor, Cavite, through the City Mayor, is hereby authorized to enter into agreements with third-party institutions or entities for purposes of establishing modes of payment or settlement of violations other than physical payment, such as with established banks, Maya, GCash, Bayad Center or other online platforms."

SECTIONS 5. AMENDMENT OF SECTION 6 OF THE UNIFORM IMPLFMFALITION PROCEDURE ORDINANCE OF BACOR. Section 6 of the Uniform Implementation Procedure Ordinance of Bacoor is hereby amended as follows:

"SECTION 6. Procedure in the Availment of the No Contest Provision. The following provisions shall be used before the "No Contest Provision" of this ordinance can be availed of:

a. The violator shall be given ten (10) working days from the issuance of the Ordinance Violation Receipt (OVR) or service of the traffic



Republic of the Philippines
Province of Cavite
CITY OF BACOOR

Office of the Sangguniang Panlungsod

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violation notice within which to pay the fine. xxx'

SECTION 6. AMENDMENT OF SECTION 15 OF THE UNIFORM IMPLEMENTATION PROCEDURE ORDINANCE OF BACOOR. Section 15 of the Uniform Implementation Procedure Ordinance of Bacoor is hereby amended as follows:

"SECTION 15. Printing and Custodian of Ordinance Violation Receipt (OVR). The City General Services Office is hereby authorized to secure the printing of sufficient copies of the Ordinance Violation Receipt (OVR), the specification of which shall be prepared by the department/unit concerned. The city department/unit implementing the said ordinances shall take custody of and be accountable for all the OVRs printed for use in the enforcement of City Ordinances. The Punong Barangay of all barangays that will implement a city ordinance shall also be given copies of the OVR and shall be held accountable for their misuse or loss.

The City of Bacoor, Cavite, through procurement, joint venture, or other appropriate modes of Public-Private Partnership, may avail of available technology or services for the enforcement of its Ordinances, issuance of OVRs and notices, and interconnectivity with the LTO and/or other, government agencies, such as, but not limited to, systems, cameras, sensors, devices, and/or other gadgets, in compliance with the Data Privacy Act of 2012, the City of Bacoor, Cavite shall execute the necessary or required data privacy agreement with the LTO, government agencies, private sector partners, and/or third parties to ensure the integrity of any data collected, shared, or processed by the parties."

SECTION 7. INSERTION OF A NEW SECTION AFTER SECTION 15 OF THE UNIFORM IMPLEMENTATION PROCEDURE ORDINANCE OF BACOOR. A new Section shall be inserted after Section 15 and shall hereby be inserted and read as follows:

"SECTION 16. The Bacoor City Traffic ADJUDICATION BOARD (BCTAB). Pursuant to Section 167 of City Ordinance. 2013-047, as amended by City Ordinance No. 11-2019,



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Series of 2019, a Bacoor City Traffic **Adjudication Board (BCTAB)** shall be created that shall resolve all questions and protests pertaining to violations of the Revised Traffic Code of the City of Bacoor. Accordingly, the **BCTAB** shall be responsible to hear and decide complaints/contests/protests filed by contesting motorists apprehended for violating one or more traffic regulations and issued traffic tickets by the traffic enforcer.

a) **Prescription** - A traffic violation may be contested by filing a complaint/contest/protest with the BCTAB within ten (10) working days from the time of apprehension or the knowledge of the issuance of a traffic citation, pursuant to Section 167 of City Ordinance No. 11-2019. After the lapse of the said period, any complaint/contest/Protest shall no longer be entertained, and traffic citation shall be considered affirmed.

b) **Sufficient in Form and Substance** - All complaint/contest/protest filed with the **BCTAB** shall be in writing, dated and signed, subscribed and sworn to by the complainant/contestant/protestant, and attaching therewith the documents/evidence relied upon in support of his/her claim. An un-notarized or unsworn written complaint/contest/protest may still be allowed, provided that the protestant or his/her authorized representative shall personally subscribe and swear to such complaint/contest/protest before the designated hearing officer prior to the start of the hearing. Otherwise, the same shall be considered un-notarized or unsworn.

Any un-notarized or unsworn complaint/contest/protest shall not be entertained and shall be dismissed accordingly, without prejudice to the re-filing of the same upon compliance with all the formal requirements for validity.

Any complaint/contest/protest shall contain the following details:

- i. Complete name of the complainant/contestant/



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CITY OF BACOOR

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- protestant or his/her/its authorized representative;
- ii. Complete address of the complainant/ contestant/ protestant or his/her/its authorized representative;
- iii. Official contact number complainant/ contestant/ protestant or his/her/its authorized representative;
- iv. Date of the complaint/contest/protest;
- v. Date of apprehension;
- vi. Ultimate facts of the apprehension, including the ground and for the complaint/contest/protest and/or
- vii. The fact that the vehicle was impounded or not, or if the driver's license was confiscated or not, whenever applicable.

The absence of any of the foregoing information on the complaint/contest/protest may constitute grounds for its dismissal without prejudice to the re-filing of thereof after compliance with the said requirement/s.

d) Summons Upon the filing of complaint/contest/protest, the summons shall be issued to the complainant/ contestant/ protestant and respondent containing the date and time of the scheduled hearing.

e) Hearing - It shall be the duty of the parties to appear on the scheduled hearing date.

Failure of the complainant/contestant/protestant to appear on the scheduled hearing date without justifiable ground shall cause the dismissal of the complaint/contest/ protest for lack of interest, with prejudice to the re-filing of the same. The traffic citation shall be considered affirmed.

Failure on the part of the respondent to appear in like manner shall cause the forfeiture of the respondent's right to present evidence on his/her behalf



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CITY OF BACOR

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HON. STRIKE B. REVILLA
City Mayor

or rebut the complainant's evidence, and the complaint shall be allowed to submit evidence ex parte. Thereafter, the case shall be resolved based solely on the evidence presented by the complainant.

f) Hearing proper - Hearings before the BCTAB shall be summary in nature and akin to preliminary investigation proceedings in criminal cases. As such trial-type proceedings are not required, and the hearing officer may resolve the case based solely on photos and video footage, testimonies of the parties during the hearings, as well, as pleadings and evidence, documentary or otherwise submitted by the parties or in the possession with BCTAB.

The Hearing Officer shall take note in the minutes of the case, of the substantial matters taken up during the hearing, which shall be signed by the parties at the end of the hearing

g) Quantum of proof required - As in other administrative and quasi-judicial proceedings, the quantum of proof necessary is substantial evidence or such amount of relevant evidence that a reasonable mind accept as adequate to justify a conclusion.

h) Burden of Proof - is the duty of a party to present evidence on the facts in issue necessary to establish his or her claim or defense by the amount of evidence required by law.

i) Resolution of the Contest - The Hearing Officer, appreciation of all evidence submitted by the parties, shall resolve in writing, citing the reasons therefor, to affirm or reconsider the citation. In case the citation is affirmed, the Hearing Officer shall mete out the proper fine and penalty corresponding to the traffic citation pursuant to applicable traffic laws, ordinances, rules, and regulations. In case the citation is reconsidered, the Hearing Officer



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Province of Cavite
CITY OF BACOR

Office of the Sangguniang Panlungsod

DISTRICT I

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City Councilor

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City Councilor

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City Councilor / President Pro-Tempore

HON. REYNALDO M. LABIAN
City Councilor

HON. ROGETIO M. NOLASCO
City Councilor

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City Councilor

HON. SIMPLICIO G. DOMINGUEZ
City Councilor

HON. RANDY C. FRANCISCO
Liga ng mga Barangay Vice President

HON. PALM ANGEL S. BUNCIO
SK Federation President

Attested by:
ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:
HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Approved by:
HON. STRIKE B. REVILLA
City Mayor

shall _____ absolve _____ the complainant/contestant/protestant from the traffic citation or cancel the entire traffic ticket altogether.

In appropriate cases where reconsideration of the issued violation is ruled but another violation was, nonetheless, established during the conduct of the hearing and evaluation of the documents submitted, the Hearing Officer shall inform the complainant thereof. Thereafter, the complainant shall be accorded reasonable opportunity to adduce evidence to refute the same, after which the Hearing Officer shall render a resolution imposing the citation corresponding to the violation committed.

j) Appeal - An aggrieved party may file an appeal to the Office of the City Mayor, copy furnishing the City Administrator's Office and the Office of the City Legal Services, within fifteen (15) working days from receipt of the resolution by BCTAB otherwise, the resolution shall become final and executory.

The decision of the Office of the Chairman shall be final and executory, and no further appeal may be taken therefrom."

SECTION 8. AMENDMENT OF SECTION 17 OF THE UNIFORM IMPLEMENTATION PROCEDURE ORDINANCE OF BACOR Section 16 of the Uniform Implementation Procedure Ordinance of Bacoor is hereby amended as follows:

"SECTION 17. Archiving of OVR - and Data Gathering. The E-Governance Department of the City of Bacoor is mandated to keep digital copies of all OVRs and relevant notices issued by all departments, units, and barangays that will implement city ordinances and to gather data related to the implementation of this ordinance and all other city ordinances. Moreover, the E-Governance Department is mandated to maintain



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City Vice Mayor

Approved by:
HON. STRIKE B. REVILLA
City Mayor

a database that is accessible online by the City Legal Office, various courts of laws and city, prosecutors in the City of Bacoor that will show the following:

- a. The name, age, and address of a violator who was issued with an OVR or notice.
- b. The date and place where the violation or offense was committed.
- c. The ordinance that was violated.
- d. The fine paid by the violator, if any.
- e. The number of times that the said offender violated an ordinance and
- f. The pictures of the violator showing the front and side profiles of the person.

SECTION 9. RENUMBERING OF SECTIONS 17 TO 20 OF THE UNIFORM IMPLEMENTATION PROCEDURE ORDINANCE OF BACOR. Sections 17 to Section 20 shall be renumbered as follows:

City Ordinance No. 228-2023	Amended City Ordinance No.
Section 17	Section 18
Section 18	Section 19
Section 19	Section 20
Section 20	Section 21

SECTION 10. DISSEMINATION. Let copies of this Ordinance be sent to the Office of the City Mayor and to all government departments, agencies, and offices concerned.

SECTION 11. MANDATORY INFORMATION DISSEMINATION. The Public Information Office (PIO) of the City of Bacoor is hereby mandated to conduct a massive information campaign for at least thirty (30) days upon approval by the City Mayor of this Ordinance. The PIO is hereby authorized to coordinate with media organizations to ensure the widest dissemination of



01/22/2024

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Sangguniang Panlungsod Secretary

Certified by:

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City Vice Mayor

Approved by:

HON. STRIKE B. REVILLA
City Mayor

information regarding the implementation of this Ordinance.

SECTION 12. REPEAL CLAUSE. All provisions under, existing Ordinances, Resolutions, and Executive Orders that are entirely in conflict with the provisions under this Ordinance are hereby repealed and/or modified accordingly.

SECTION 13. SEPARABILITY CLAUSE. If any provision of this Ordinance or the application thereof to a specific person or circumstance is held invalid, the remainder of the Ordinance, and the application thereof to other persons or circumstances, shall not be affected thereby.

SECTION 14. EFFECTIVITY. This Ordinance shall take effect immediately after it has been published at least once in a newspaper of general circulation within the Province of Cavite and after it has been posted in at least three (3) conspicuous public places within the City of Bacoor, Cavite.

APPROVED on the 19th day of February 2024 at the City of Bacoor, Cavite by the 5th Sangguniang Panlungsod of the City of Bacoor.

I hereby certify that the foregoing Ordinance is true and correct and that it was passed in accordance with the law.

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor/Presiding Officer

Attested by:

ATTY. KHALID A. ATEGA JR.
Sangguniang Panlungsod Secretary

Approved by:

HON. STRIKE B. REVILLA
City Mayor

Date of Approval : 05 APR 2024



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City Councilor

HON. RAMON R. BAUTISTA

Liga nga mga Barangay President

HON. MAC RAYEN ESPIRITU

SKF-President

Attested by:

ATTY. KHALID A. ATEGA, JR.

Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA

City Vice-Mayor

Approved:

HON. STRIKE B. REVILLA

City Mayor

CITY ORDINANCE NO. 228-2022

Series of 2022

AN ORDINANCE ESTABLISHING THE UNIFORM PROCEDURE IN THE IMPLEMENTATION OF CITY ORDINANCES IN THE CITY OF BACOR, CAVITE.

Sponsored by:

HON. REYNALDO D. PALABRICA

Co-sponsored by:

Hon. Roberto L. Advincula, Hon. Ramon N. Bautista, Hon. Simplicio G. Dominguez, Hon. Mac Rayen Espiritu, Hon. Catherine Sarino-Evaristo, Hon. Reynaldo M. Fabian, Hon. Adrielito G. Gawaran, Hon. Alejandro F. Gutierrez, Hon. Rogelio M. Nolasco, Hon. Alde Jose F. Pagulayan, Hon. Michael E. Solis and Hon. Levy M. Tela

Authored by:

Atty. Khalid A. Atega Jr.

WHEREAS, since June 24, 2012 – the day the Municipality of Bacoor, Cavite officially became a city – up to September 7, 2022, the Sangguniang Panlungsod of the City of Bacoor, Cavite already passed 633 city ordinances.

WHEREAS, the various departments of the city government experienced varying degrees of success in the implementation of the said ordinances.

WHEREAS, one of the reasons why the said ordinances were not implemented fully is because there is no uniform procedure in place that will guide the various departments of the city government on how to implement the said ordinances.

WHEREAS, Section 16 of Republic Act No. 7160 provides that "every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance".

WHEREAS, the Sangguniang Panlungsod believes that formulating a uniform set of procedures that will guide the various officials of the city government on how to implement all prevailing city ordinances will lead to efficient and effective governance.

BE IT ENACTED by the 5th Sangguniang Panlungsod of the City of Bacoor, in regular session duly assembled:

SECTION 1. Title. This Ordinance shall be known as the "Uniform Implementation Procedure Ordinance of Bacoor".

SECTION 2. Issuance of Ordinance Violation Receipt (OVR). The various departments and units under the Office of the City Mayor and all barangays implementing city ordinances are directed to issue an



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OFFICE OF THE SANGGUNIANG PANLUNGSOD

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 ABSENT

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 City Councilor

HON. RAMON N. BAUTISTA
 Liga ng mga Barangay President

HON. MAR RAYEN ESPIRITU
 SKP President

Attested by:
 ATTY. KHALID A. ATEGA, JR.
 Sangguniang Panlungsod Secretary

Certified by:
 HON. ROWENA BAUTISTA-MENDIOLA
 City Vice-Mayor

Approved by:
 HON. STRINE B. REVILLA
 City Mayor

Ordinance Violation Receipt (OVR) to all persons of legal age who shall violate a City Ordinance.

If the offender is a juridical entity such as a corporation, partnership, or organization, the OVR shall be issued to its President, General Manager, Managing Partner, or such other Officer-in-Charge with the management of the business.

SECTION 3. Mandatory Use of OVR Design Template. All departments/units under the Office of the City Mayor tasked to implement an ordinance is required to design an OVR subject to the approval of the City Mayor. However, the said OVR design must be in accord with the following design template:

CITY OF BACOR

Department
 Bacoor Government Center, Bacoor Blvd
 Bacoor City, Cavite

ORDINANCE VIOLATION RECEIPT NO. 10000

Name _____
 LAST First Middle

Address _____

City Ordinance No./Title _____

Date/Time of Violation _____

(Insert other pertinent information here based on the Ordinance being implemented by the department/unit concerned.)

You are hereby charged for committing the violation/s marked here under:

<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
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<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX
<input type="checkbox"/> XXXX	<input type="checkbox"/> XXXX

Location: _____ Date: _____ Time: _____

(Insert here any information that the violator needs to do in order to be compliant with the Ordinance violated.)

 Signature of Offender

 Approaching Officer

Remarks:

You have five (5) days to pay the corresponding fine for the violation you committed and prevent the City Prosecutor's Office from filing a case against you in court. To know how much fine you should pay, please contact the ODO at 0918-1234367.



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City Councilor

HON. RAMON N. BAUTISTA

Liga nga mga Barangay President

HON. MAC RAYEN ESPIRITU

SKF-President

Attested by:

ATTY. KHALID A. ATEGA, JR.

Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA

City Vice-Mayor

Approved:

HON. STRIKE B. REVILLA

City Mayor

SECTION 4. Procedure in the Issuance of Ordinance Violation

Receipt (OVR). The following procedures shall be observed by all law enforcers in the apprehension of any person who violates any City Ordinance:

- a. Inform the violator of his/her violation;
- b. Issue the OVR, indicating therein the name, address, and other pertinent data of the person apprehended, as may be required in the OVR, including the violation;
- c. Inform the violator of his/her right to avail of the No Contest Provision, as provided in Section 5, hereof.

For purposes of clarity, a "law enforcer" is any employee or official of the city government, any barangay official, or any police officer or barangay tanod authorized by law or by a city ordinance to implement a particular city ordinance or law.

SECTION 5. No Contest Provision.

Any person apprehended for violating a City Ordinance, who does not wish to contest the violation and is willing to pay voluntarily the fine imposed upon him/her prior to the filing of a formal complaint against him/her with the Office of the City Prosecutor, shall be allowed to pay the said fine at the City Treasurer's Office to avoid being criminally prosecuted.

SECTION 6. Procedure in the Availment of the No Contest

Provision. The following provisions shall be used before the "No Contest Provision" of this ordinance can be availed of:

- a. The violator shall be given five (5) working days from issuance of the Ordinance Violation Receipt (OVR) within which to pay the fine.
 - a.1. The fine involved shall be the minimum imposable under the Ordinance violated;
 - a.2. Where the Ordinance violated imposed fines for the first, second and third offenses and the law enforcer has no way of determining how many times the offender have violated the ordinance – the fine for the second offense shall be imposed against the offender.
 - a.3. If the violator already availed of the No Contest Provision three (3) times within one (1) calendar year, he/she can no longer avail of the same and the corresponding complaint for the violation of the Ordinance, with the maximum penalty imposed should be filed against the violator before the Office of the City Prosecutor.
- b. A violator who avails of the No Contest Provision in this Ordinance must first secure an "Order of Payment" from the city government department/unit implementing the ordinance he/she violated before paying the fine at the City Treasurer's Office;
- c. After payment of the fine, the violator shall present the Official Receipt to the city government department/unit implementing the ordinance he/she violated which shall then attach a Certified True Copy of the receipt to the documents of the case and the case shall be considered closed.



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 ABSENT

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 City Councilor

HON. REYNALDO M. FABIAN
 City Councilor

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 City Councilor

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 City Councilor

HON. SIMPLICIO G. DOMINGUEZ
 City Councilor

HON. RAMON N. BAUTISTA
 Liga nga mga Barangay President

HON. NARCIS RAYEN ESPIRITU
 SKF-President

Attested by:

ATTY. KHALID A. ATEGA, JR.
 Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
 City Vice-Mayor

Approved by:

HON. STRIKE B. REVILLA
 City Mayor

d. If after the lapse of five (5) days, the violator has failed to present the Official Receipt of the payment of the fine, the city government department/unit implementing the ordinance he/she violated shall have the case filed with the City Prosecutor's Office, attaching an Affidavit or Certification from the said department/unit that the violator failed or did not avail of the No Contest Provision.

SECTION 7. COMMUNITY SERVICE.

a. In case of inability to pay the fine, the violator may opt to render community service as follows:

1.	For a penalty of P1,000.00 and below	eight (8) hours of community service
2.	For a penalty of more than P1,000.00 but not more than P3,000.00	sixteen (16) hours of community service
3.	For a penalty of more than P3,000.00 but not more than P5,000.00	twenty (20) hours of community service

b. The violator who is allegedly unable to pay the fine must secure a Certification to that effect from the City Social Welfare and Development Department which shall conduct a capability assessment of the same;

c. The head of the city government department/unit implementing the ordinance violated shall determine the kind of community service that will be required of the violator and shall administer the same;

d. After the completion of the community service, the department/unit head shall render a report to the office of the City Inspection and Compliance Unit, which shall consider the case closed. None completion of the community service as certified by the department/unit head concerned shall be deemed a waiver on the part of the violator to still avail of the benefits provided in this Ordinance and the filing of the case with the City Prosecutor's Office shall proceed accordingly. In the performance of community service, the offender shall not be made to perform any task that exposes him/her to public ridicule, bodily injury, or that requires him/her to do anything that can be characterized as cruel and unusual punishment; and

e. The provision on community service can be availed of only thrice by any violator.

SECTION 8. Revenue Sharing. Fines paid by violators who availed of the No Contest Provision shall be equally shared by the City Government and by the Barangay where the apprehension was made. The share in the said revenues shall be used by the Barangay to pay for the meals and other allowances of the Barangay Tanods of the said Barangay while the share of the City Government shall inure to the General Fund of the city.



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HON. MICHAEL E. SOLIS

City Councilor

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City Councilor

ABSENT

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HON. RAMON R. BAUTISTA

Liga nga mga Barangay President

HON. MAR RAYEN ESPIRITU

SKF-President

Attested by

ATTY. RICARDO A. ATEGA, JR.

Sangguniang Panlungsod Secretary

Certified by

HON. ROWENA BAUTISTA-MENDIOLA

City Vice-Mayor

Approved by

HON. STRICK B. REVILLA

City Mayor

SECTION 9. Implementing Rules on Revenue Sharing. The City Treasurer and the City Accountant are hereby directed to formulate rules that will be used by the city government in implementing the revenue sharing provision of this Ordinance. The said rules must be submitted to the City Mayor within thirty (30) working days from the effectivity date of this Ordinance.

SECTION 10. Violation of City Ordinance by a Child or by a Mentally Incapacitated Person.

Ordinances enacted by the City of Bacoor concerning juvenile status offenses such as, but not limited to:

- Curfew violations
- Tirancy
- Parental disobedience, including the Code of Parental Responsibility
- Anti-smoking
- Anti-drinking Ordinance,

as well as light offenses and misdemeanor against public order and safety such as, but not limited to:

- Disorderly conduct
- Public scandal
- Harassment
- Drunkenness
- Public intoxication
- Criminal nuisance
- Vandalism
- Gambling
- Mendicancy
- Littering
- Public Urination, and
- Trespassing

are intended to protect children. Thus, NO PENALTY shall be imposed on the children for said violations pursuant to the provisions of Republic Act No. 10630.

Persons who are allegedly mentally incapacitated who violated an Ordinance shall not be penalized but only if such mental incapacity has been proven after a psychological evaluation conducted by the City Health Office.

SECTION 11. Procedure in the Handling of a Child Offender. The following procedures shall be observed by all city government departments/units and by all barangay officials/personnel implementing city ordinances in handling a child offender:

- A child, who is cited for violation of a City Ordinance shall be recorded as a "child at risk" and not a "child in conflict with the law". He/she shall be brought to any Barangay Official at the Barangay Hall to be referred to the City Social Welfare and Development Office (CSWDO), which shall, with the assistance of the Barangay Official, release the custody of the child to his/her parents or guardian, or in the absence thereof, the child's nearest relative.



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City Councilor

HON. RAMON R. BAUTISTA

Liga ng mga Barangay President

HON. MAE RAYEN ESPIRITU

SKF-President

Attested by:

ATTY. KHALID A. ATEGA, JR.

Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA

City Vice-Mayor

Approved by:

HON. STRINE B. REVILLA

City Mayor

If the parents, guardians or nearest relatives of the child offender cannot be located, or if they refuse to take custody, the child may be released to any of the following:

1. A duly registered nongovernmental or religious organization;
 2. A Barangay Official or a member of the Barangay Council for the Protection of Children (BCPC); or
 3. A City Social Welfare and Development Officer (CSWDO), or when and where appropriate, the DSWD.
- b. The City Social Welfare Development Office (CSWDO) shall determine and design the Intervention program for the child. The Intervention program shall consist of counselling, attendance in group activities for children, etc. and for the parents, attendance in parenting education seminars as mandated under Republic Act 10630 and its implementing rules.
- c. If the child has been found by the CSWDO to be dependent, abandoned, neglected or abused by his/her parent and the best interest of the child requires that he/she be placed in the "Bahay Kainga halfway house" or any similar facility being operated by the city government, the child's parents or guardians shall execute a written authorization for the voluntary commitment of the child. Provided, that if the child has no parents or guardians or if they refuse or fail to execute the written authorization for voluntary commitment, the proper petition for involuntary commitment shall be immediately filed by the CSWDO pursuant to Section 6 of Republic Act 10630, amending Section 20 of Republic Act 9344.
- d. Section 21 of Republic Act 9344, pertaining to the "Procedure for taking the child into custody" shall at all times be observed by any law enforcer who takes a child into custody.

SECTION 12. Duties of the City Inspection and Compliance Unit.

The City Inspection and Compliance Unit shall be the primary authority that is tasked to implement and enforce all City Ordinances that are not being effectively implemented by the city departments/units concerned.

SECTION 13. Duties of the City Legal Services Office. The City Legal Services Office is hereby empowered to initiate the filing of cases with the Office of the City Prosecutor against the violators of all City Ordinances.

SECTION 14. Depulization of Enforcement Agents. Barangay Officials, including Barangay Tanods are hereby depulized as agents in the enforcement of all City Ordinances. To assist City law enforcers, the City Mayor may deputize the members of the Philippine National Police (PNP) assigned in Bacoor City as additional agents in the enforcement of City Ordinances.

SECTION 15. Printing and Custodian of Ordinance Violation Receipt (OVR). The City General Services Office is hereby authorized to secure the printing of sufficient copies of the Ordinance Violation Receipt (OVR), the specification of which shall be prepared by the department/unit concerned. The city department/unit implementing the City Ordinance No. 228-2022 Uniform Implementation Procedure Ordinance September 27, 2022



Republic of the Philippines
PROVINCE OF CAVITE
City of Bacoor

OFFICE OF THE SANGGUNIANG PANLUNGSOD

DISTRICT I

HON. CARMELINE SARINO-EVARISTO
City Councilor

HON. MICHAEL E. SOLIS
City Councilor

HON. ADRIELITO G. GAWARAN
City Councilor
ABSENT

HON. VICTORIO L. GUERRERO, JR.
City Councilor

HON. ALEJANDRO F. GUTIERREZ
City Councilor

HON. LEVY M. TELA
City Councilor

DISTRICT II

HON. ROBERTO L. ADVINCULA
City Councilor

HON. REYNALDO D. PALABRICA
City Councilor

HON. REYNALDO M. BABIAN
City Councilor

HON. ROGELIO M. NOLASCO
City Councilor

HON. ALDE JOSÉLITO P. RAGULAYAN
City Councilor

HON. SIMPLICIO G. DOMINGUEZ
City Councilor

HON. RAMON T. BAUTISTA
Liga ng mga Barangay President

HON. MAC RAYEN ESPIRITU
SKF-President

Attested by:

ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice-Mayor

Approved:

HON. STRIKE B. REVILLA
City Mayor

said ordinances shall take custody of, and be accountable for, all the OVRs printed for use in the enforcement of City Ordinances. The Punong Barangay of all barangays that will implement a city ordinance shall also be given copies of the OVR and shall be held accountable for their misuse or loss.

SECTION 16. Archiving of OVR and Data Gathering. The E-Governance Department of the City of Bacoor is mandated to keep digital copies of all OVRs issued by all departments, units, and barangays that will implement city ordinances and to gather data related to the implementation of this ordinance and all other city ordinances. Moreover, the E-Governance Department is mandated to maintain a database that is accessible online by the various courts of law and city prosecutors in the City of Bacoor that will show the following:

- The name, age, and address of a violator who was issued with an OVR.
- The date and place where the offense was committed.
- The ordinance that was violated.
- The fine paid by the violator.
- The number of times that the said offender violated an ordinance; and
- The pictures of the violator showing the front and side profiles of the person.

SECTION 17. Implementing Rules and Regulations. The City Legal Services Office is mandated to formulate the implementing rules and regulations of this Ordinance in consultation with the following:

- The City Administrator
- The Secretary of the Sangguniang Panlungsod
- All department and unit heads of the city government that are implementing an ordinance
- The President of the Liga ng mga Punong Barangay
- The City Prosecutor; and
- The Branch Clerks of Court duly authorized by the Presiding Judges of the Regional Trial Courts and the Municipal Trial Courts in Cities to participate in the formulation of the said implementing rules and regulations.

The City Legal Services Office shall submit the draft implementing rules and regulations of this Ordinance to the City Mayor for his approval not later than sixty (60) days after the effectivity date of this Ordinance.

SECTION 18. Repealing Clause. All Ordinances, orders, and rules inconsistent with the provisions of this Ordinance are hereby modified or repealed accordingly.

SECTION 19. Separability Clause. Any provision of this Ordinance not declared void or unconstitutional by the proper court of law shall remain valid.

SECTION 20. Effectivity Clause. This Ordinance shall take effect immediately after it has been published once in a newspaper of general circulation in the City of Bacoor, Cavite.

ENACTED this 27th day of September 2022 by the 5th Sangguniang Panlungsod of the City of Bacoor, Cavite.



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HON. RAMON N. BAUTISTA
Liga nga mga Barangay President

HON. MAR RAYEN ESPIRITU
SKI-President

Attested by:

ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice-Mayor

Approved by:

HON. STRIKE B. REVILLA
City Mayor

I hereby certify that the foregoing Ordinance was approved in accordance with law by the 5th Sangguniang Panlungsod of the City of Bacoor, Cavite.

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor/Presiding Officer

Attested by:

ATTY. KHALID A. ATEGA JR.
Sangguniang Panlungsod Secretariat

Approved by:

HON. STRIKE B. REVILLA
City Mayor
Date of Approval: 12/07/22

