



Republic of the Philippines  
Province of Cavite  
City of Bacoor

Office of the Sanggunian  
Received by: Janet Pring  
JUN 05 2024  
J. J. Pring

## 5<sup>th</sup> SANGGUNIANG PANLUNGSOD

### COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES

#### COMMITTEE HEARING REPORT

CRPLO-PCO-2023-116

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**Subject:** *An ordinance establishing a uniform Information Management System in all Barangays in the City of Bacoor, Cavite.*

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The above mentioned subject matter underwent first reading on September 11, 2023 during the 60<sup>th</sup> Regular Session of the Sangguning Panlungsod. The said proposed ordinance was referred by the Acting Presiding Officer Hon. Reynaldo C. Palabrica to the Committee on Rules and Privileges, Laws and Ordinances.

The Committee on Rules and Privileges, Laws and Ordinances sent out invitations to the resource persons and conducted a committee hearing on October 05, 2023 at the Session Hall of the Sangguniang Panlungsod at 9:30 a.m.

#### **FINDINGS:**

Section 18 of the Local Government Code grants the local government units the power and authority to establish an organization that shall be responsible for the efficient and effective implementation of their development plans, program objectives and priorities.

The Local government units shall also endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. They shall also discharge the functions and responsibilities of national agencies and offices devolved to them pursuant to this Code.

It is the policy of the City Government of Bacoor to establish an efficient and responsive Barangay Information System in all the barangays under the jurisdiction of the City to further strengthen local government capability for development administration.



Republic of the Philippines  
Province of Cavite  
City of Bacoor

## 5<sup>th</sup> SANGGUNIANG PANLUNGSOD

### RECOMMENDATION:

The proposed ordinance establishing a uniform Barangay Information System will serve as a repository of information of all the residents in the City of Bacoor and the said centralized system will not only help in sorting information but also aid in the analysis and decision-making factors at the Barangay level, especially in times of disasters and/or natural calamities.

After a thorough review of all the circumstances and statements from resource persons, Hon. Reynaldo C. Palabrica moved for the **APPROVAL** of the above-subject matter during their 64<sup>th</sup> Regular Session and was unanimously seconded by all Honorable Members of the 5<sup>th</sup> Sangguniang Panlungsod.

**WE HEREBY CERTIFY** that the contents of the foregoing report are true and correct.

Signed this 9<sup>th</sup> day of October 2023 at the City of Bacoor, Cavite.




Republic of the Philippines  
Province of Cavite  
City of Bacoor

## 5<sup>th</sup> SANGGUNIANG PANLUNGSOD

### Committee on Rules and Privileges, Laws and Ordinances

  
\_\_\_\_\_  
**COUN. REYNALDO C. PALABRICA**  
*Chairman*

  
\_\_\_\_\_  
**COUN. LEVY TELA**  
*Vice Chairman*

  
\_\_\_\_\_  
**COUN. ALEJANDRO GUTIERREZ**  
*Member*

  
\_\_\_\_\_  
**COUN. ADRIELITO GAWARAN**  
*Member*

Prepared by:

  
**RONALDO M. VERONA**  
SP Staff



Republic of the Philippines  
Province of Cavite  
City of Bacoor

Office of the Sangguniang Panlungsod  
Received by: *Genot Prigo*  
Date: *12 June 2024*

## 5<sup>th</sup> SANGGUNIANG PANLUNGSOD

### COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES

### COMMITTEE HEARING REPORT

CRPLO-PCO-2023-116

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Subject: *An ordinance establishing a uniform Information Management System in all Barangays in the City of Bacoor, Cavite.*

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#### **FINDINGS:**

Section 18 of the Local Government Code grants the local government units the power and authority to establish an organization that shall be responsible for the efficient and effective implementation of their development plans, program objectives and priorities.

The Local government units shall also endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. They shall also discharge the functions and responsibilities of national agencies and offices devolved to them pursuant to this Code.

It is the policy of the City Government of Bacoor to establish an efficient and responsive Barangay Information System in all the barangays under the jurisdiction of the City to further strengthen local government capability for development administration.

#### **RECOMMENDATION:**

The proposed ordinance establishing a uniform Barangay Information System will serve as a repository of information of all the residents in the City of Bacoor and the said centralized system will not only help in sorting information but also aid in the analysis and decision-making factors at the Barangay level, especially in times of disasters and/or natural calamities.

Acting President Pro-Tempore Hon. Alde Pagulayan moved for the **APPROVAL** of the above-subject matter during their 60<sup>th</sup> Regular Session and was unanimously seconded by all Honorable Members of the 5<sup>th</sup> Sangguniang Panlungsod.





Republic of the Philippines  
Province of Cavite  
City of Bacoor

## 5<sup>th</sup> SANGGUNIANG PANLUNGSOD

**WE HEREBY CERTIFY** that the contents of the foregoing report are true and correct.

Signed this 11<sup>th</sup> day of September 2023 at the City of Bacoor, Cavite.

### Committee on Rules and Privileges, Laws and Ordinances

  
\_\_\_\_\_  
**COUN. REYNALDO C. PALABRICA**  
Chairman

  
\_\_\_\_\_  
**COUN. LEVY TELA**  
Vice Chairman

  
\_\_\_\_\_  
**COUN. ALEJANDRO GUTIERREZ**  
Member

  
\_\_\_\_\_  
**COUN. ADRIELITO GAWARAN**  
Member

Prepared by:

  
**RONALDO M. VERONA**  
SE Staff



Republic of the Philippines  
Province of Cavite  
City of Bacoor

## 5<sup>th</sup> SANGGUNIANG PANLUNGSOD

### COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES

#### MINUTES OF COMMITTEE HEARING

CRPLO-PCO-2023-116

Office of the Sangguniang Panlungsod  
Received by: *Jana Prince*  
Date: *05/10/23*

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Subject: *An ordinance establishing a uniform Information Management System in all Barangays in the City of Bacoor, Cavite.*

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1. The committee hearing was called to order at exactly 9:30 a.m. on October 05, 2023, held at the Session Hall of the Sangguniang Panlungsod of the City of Bacoor.
2. The committee hearing was presided by City Councilor Hon. Reynaldo C. Palabrica, Chairman of the Committee Rules and Privileges, Laws and Ordinances.
3. The Presiding Officer introduced the members of the committee present.
  - Hon. Levy Tela - City Councilor
  - Hon. Simplicio Dominguez - City Councilor
  - Hon. Alejandro Gutierrez - City Councilor
  - Hon. Rogelio Nolasco - City Councilor
  - Hon. Ramon Bautista - City Councilor/LNB President
4. The Presiding Officer introduced to the members of the Honorable Committee the resource persons present
  - Mr. Elmer G. Jimenez - Representative-Barangay Affairs Office
  - Atty. Rey Marco Mendoza - Representative-Legal Services Office
5. The Presiding Officer asked if the proposed ordinance came from the Administrative Department and asked the Legal Services Office representative to explain before the Honorable Committee the scope of the proposed ordinance.
6. Atty. Rey Marco Mendoza stated that Section 18 of the Local Government Code grants the local government units the power and authority to establish an organization that shall be responsible for the efficient and effective implementation of their development plans, program objectives and priorities. He added that it is the policy of the City Government of Bacoor to establish an efficient and responsive Barangay Information System in all the barangays under the jurisdiction of the City to further strengthen local government capability for development administration.
7. The Presiding Officer asked the comment of Mr. Elmer G. Jimenez, Barangay Affairs representative.



Republic of the Philippines  
Province of Cavite  
City of Bacoor

## 5<sup>th</sup> SANGGUNIANG PANLUNGSOD

8. Mr. Elmer G. Jimenez narrated that barangay should have uniformity in data gathering system, systemized information dissemination system that could greatly help the barangays in disaster response and in implementing their programs, plans, and activities.
9. Hon. Ramon Bautista, City Councilor and LNB President suggested that barangay personnel should undergo training once the uniform management information system is implemented.
10. The Presiding Officer agreed with the suggestion made by the later.
11. The Presiding Officer suggested that all barangay should adopt the uniform barangay information management system made by Barangay Aniban 2.
12. Dra. Ivy Marie Yrastorza gave her comment and stated that the City Health Office will outsource a psychiatric clinic for patients.
13. Mr. Elmer G. Jimenez agreed with the suggestion made by the Presiding Officer and added that a uniform Barangay Information System will serve as a repository of information of all the residents in the City of Bacoor and the said centralized system will not only help in sorting information but also aid in the analysis and decision-making factors at the Barangay level, especially in times of disasters and/or natural calamities.
14. The Presiding Officer asked the council members for their comments and opinions.
15. There being no matters to be discussed, City Councilor Hon. Alejandro Gutierrez moved for the adjournment of the committee hearing.
16. Hearing no objection, the Presiding Officer declared that the hearing is adjourned.
17. The committee hearing ended at exactly 10:00 a.m.

Prepared By:

  
**RONALDO M. VERONA**  
Staff

Attested By:

  
**COUN. REYNALDO C. PALABRICA**  
Chairman  
Committee on Rule and Privileges, Laws and Ordinances






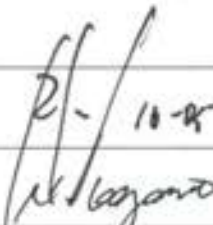
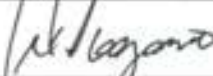
Republic of the Philippines  
 Province of Cavite  
 City of Bacoor

Office of the Sangguniang Panlungsod  
 Received by: Janelyn  
 Date: OCT 05 2023  
 Time: 1:54 pm

**5<sup>th</sup> SANGGUNIANG PANLUNGSOD**

**Committee on Rules and Privileges, Laws and Ordinances**  
**ATTENDANCE OF COMMITTEE HEARING**  
 (Oct. 05, 2023, 9:30 AM)  
 (SP Session Hall)

**Subject:** AN ORDINANCE ESTABLISHING A UNIFORM MANAGEMENT SYSTEM IN ALL BARANGAYS IN THE CITY OF BACOOR, CAVITE.  
 (PCO No. 2023-116).

NAME	OFFICE AFFILIATION	CONTACT NUMBER Email Address	SIGNATURE/DATE
ELMER G. JUMENEZ	BAO	09567462279	 OCT-5, 2023
Coun. Ramon Bautista	City Councilor	-	
Coun. Rogelio Nolasco	City Councilor	-	
Coun. Simplicio Dominguez	City Councilor	-	
Coun. Alex Cantierres	City Councilor	-	
Ray Marco B. Mendoza	O C I S	09178021361	 10-5
HOLLYN GAYAMO	O C I S	09219107332	





Republic of the Philippines  
 Province of Cavite  
 City of Bacoor

Office of the Sangguniang Panlungsod  
 Received by Janet Prieto  
 Date JUN 05 2023  
 Time 1:21 pm

**5<sup>th</sup> SANGGUNIANG PANLUNGSOD**

**Committee on Rules and Privileges, Laws and Ordinances**  
**NOTICE OF COMMITTEE HEARING**  
**(PROOF OF RECEIPT)**  
 (Oct. 05, 2023, 9:30 AM)  
 (SP Session Hall)

**Subject:** AN ORDINANCE ESTABLISHING A UNIFORM MANAGEMENT SYSTEM IN ALL BARANGAYS IN THE CITY OF BACOOR, CAVITE. (PCO No. 2023-116)

NAME	OFFICE AFFILIATION	CONTACT NUMBER	SIGNATURE/DATE
HON. LEVY TELA	SP		[Signature] 10/03/23 LEVY TELA
HON. ALEJANDRO GUTIERREZ	SP		[Signature] 10/3/23
HON. ADRIELITO GAWARAN	SP		[Signature] 10/3/23
HON. ROGELIO NOLASCO	SP	-	[Signature] 10-3-23
HON. SIMPLICIO DOMINGUEZ	SP		[Signature] 10/3/23
HON. MONCHING BAUTISTA	SP		[Signature] 10/3/2023
Mr. ELMER JIMENEZ (Barangay Affairs Office)	BAO		[Signature] 10/5/23
Atty. AIMEE TORREFRANCA NERI City Admin			[Signature] 1:06pm 10/5/23

**PCO 2023-116** – An ordinance establishing Uniform Information Management System in all Barangays in the City of Bacoor





**PCO 1023-116 –AN ORDINANCE ESTABLISHING A UNIFORM MANAGEMENT SYSTEM IN ALL BARANGAYS IN THE CITY OF BACOOR, CAVITE.**



Republic of the Philippines  
Province of Cavite  
**CITY OF BACOOR**

*Office of the Mayor*

August 25, 2023

**HON. ROWENA BAUTISTA-MENDIOLA**  
Vice Mayor, City of Bacoor  
Bacoor Government Center  
Bacoor City, Cavite



**THRU: Atty. Khalid Atega, Jr.**  
Sangguniang Panlungsod Secretary

**SUBJECT: Endorsement Letter**

Dear Hon. Bautista-Mendiola:

I hereby endorse to the esteemed members of the Sangguniang Panlungsod for appropriate action the letter, dated 25 August 2023, from the Office of the City Administrator, relative to the proposed ordinance for the establishment of a uniform information management system in the barangays in the City of Bacoor. The said information system will serve as repository of information of all the residents in the City of Bacoor and the said centralized system will not only helps in sorting information but also aid in the analysis and decision-making factors at the barangay level, especially in times of disasters and/or natural calamities.

Attached herewith is the aforementioned letter, including its attachment, for your immediate reference.

I trust that you give this matter your utmost consideration.

Sincerely yours,



**STRIKE B. REVILLA**  
City Mayor



**BACK**





Republic of the Philippines  
Province of Cavite  
CITY OF BACOOR  
**OFFICE OF THE CITY ADMINISTRATOR**

25 August 2023

**HON. STRKE B. REVILLA**  
Mayor  
City of Bacoor

**THRU: ATTY. PAUL MG. SANGALANG**  
Executive Assistant IV  
Office of the City Mayor

**RE: PROPOSED CITY ORDINANCE FOR THE BARANGAY  
INFORMATION MANAGEMENT SYSTEM**

Dear Hon. Mayor Strike,

The undersigned is respectfully forwarding a copy to your office of the Proposed Ordinance for implementing the Barangay Information Management System entitled "An Ordinance Establishing A Uniform Information Management System In The Barangays In The City Of Bacoor"

The said document was reviewed by the Office of the City Administrator and found the same to be in order.

We are now endorsing the same for your review, approval and endorsement of the Sangguniang Panlungsod.

Thank you.

**ATTY. AIMEE TORREFRANCA-NERI**  
City Administrator

Address: Bataan Government Center, Bataan Blvd., Brgy. Bataan, City of Bacoor, Cavite.  
Telephone: 432-1111 | Website: www.bacoor.gov.ph



SCAN ME

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PROPOSED CITY ORDINANCE NO. \_\_\_\_ -2023  
Series of 2023

**AN ORDINANCE ESTABLISHING A UNIFORM INFORMATION  
MANAGEMENT SYSTEM IN THE BARANGAYS IN THE CITY OF  
BACOR.**

**WHEREAS**, Section 18 of the Local Government Code grants the Local government units the power and authority to establish an organization that shall be responsible for the efficient and effective implementation of their development plans, program objectives and priorities; to create their own sources of revenues and to levy taxes, fees, and charges which shall accrue exclusively for their use and disposition and which shall be retained by them; to have a just share in national taxes which shall be automatically and directly released to them without need of any further action; to have an equitable share in the proceeds from the utilization and development of the national wealth and resources within their respective territorial jurisdictions including sharing the same with the inhabitants by way of direct benefits; to acquire, develop, lease, encumber, alienate, or otherwise dispose of real or personal property held by them in their proprietary capacity and to apply their resources and assets for productive, developmental, or welfare purposes, in the exercise or furtherance of their governmental or proprietary powers and functions and thereby ensure their development into self-reliant communities and active participants in the attainment of national goals;

**WHEREAS** Local government units shall endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. They shall also discharge the functions and responsibilities of national agencies and offices devolved to them pursuant to this Code. Local government units shall likewise exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provisions of the basic services and facilities enumerated herein, including but not limited to:

For Barangay:

x x x

- (ii) Health and social welfare services, which include maintenance of barangay health center and day-care center;
- (iii) Services and facilities related to general hygiene and sanitation, beautification, and solid waste collection;
- (iv) Maintenance of katarungang pambarangay;
- (v) Maintenance of barangay roads and bridges and water supply systems;
- (vi) Infrastructure facilities such as multi-purpose halls, multipurpose pavement, plazas, sports centers, and other similar facilities;
- (vii) Information and reading center; and
- (viii) Satellite or public market, where viable;

**WHEREAS**, the city, through the city mayor concerned, shall exercise general supervision over component barangays to ensure that said barangays act within the scope of their prescribed powers and functions;

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**WHEREAS**, in 1993, Executive Order (EO) 135 was enacted into law to establish a well-coordinated statistical system at the local level. It is the objective of EO for the official statistics at the municipal level to be harmonized with official statistics at the national level. Further, the EO would be responsive to planning and monitoring requirements at the local level;

**WHEREAS**, the EO ensures that the delivery of basic services devolved at the provincial, municipal, and village government units are addressed. With these devolved powers, the EO stipulates that the production of local-level statistics, the by-products of administrative reporting systems inherent in administering the devolved basic services, shall be continued by the LGUs. The continuation should be consistent with the manner, form, and frequency adopted by the concerned national line agencies (EO 135 Sec. 3-b). For proper consolidation of the data produced, all LGUs are enjoined to establish their own databases in support of planning and programming activities at the local level;

**WHEREAS**, the recent COVID-19 global pandemic has unveiled various difficulties faced by the State, particularly by the LGUs, in relation to the duties to inform, serve, and distribute aid to the citizenry.

**WHEREAS**, the difficulties encountered consist, among others, of the LGU's inability to efficiently disseminate official news and information, combat false news, quickly identify qualified recipients within an urgent timeline, and provide aid to all qualified residents expeditiously or within a given time frame;

**WHEREAS**, the said difficulties were caused, among others, by the: (a) Lack of access to complete and accurate data or relevant information pertaining to the Constituents who should be accounted for during distress; (b) Absence of a system to effectively sort and identify the Constituents in need of immediate governmental aid; and (c) want of adequate means to quickly sort the qualified recipients of relief, vis-a-vis those disqualified on account of previous receipt of the same relief from other LGUs.

**WHEREAS**, an urgent measure is needed that will allow the LGUs to easily identify all its Constituents under different categories and enable the LGUs to conduct a quick and effective information campaign during times of distress, thus leading to the proper distribution of financial aid and other forms of relief to qualified Constituents during acute public distress;

**WHEREAS**, there is a need to enact an ordinance establishing a uniform Barangay Information Management System in all barangay units in the City of Bacoor to further improve the delivery of basic social welfare, emergency response, and other services of the Barangays, and City Government as a whole.

**WHEREAS**, the BMIS will serve as a repository of information of all the residents and other relevant information. Having a centralized system not only helps in sorting information but will also be most useful in analysis and decision-making at the barangay level. Especially in times of disasters, natural calamities, or this pandemic, barangay leaders will be able to forecast and assess the needs of their constituents based on the information collated.

**WHEREAS**, the database and the information management system at the Barangay level is a matter of utmost importance now more than ever – to be able to identify the various sectors of the community to be prioritized for social services, to provide essential and specialized services to the constituents, and to generate information for tracking and reporting thereof, among others;





**NOW THEREFORE**, be it ordained by the 5<sup>th</sup> Sangguniang Panlungsod of the City of Bacoor that:

**SECTION 1. TITLE.**

This Ordinance shall be known as the "Barangay Uniform Information Management System Ordinance."

**SECTION 2. DECLARATION OF POLICY.**

It is hereby declared the policy of the City of Bacoor to establish an efficient and responsive barangay information management system in all the barangays under the jurisdiction of the City to further strengthen local government capability for development administration.

**SECTION 3. SCOPE.**

This Ordinance shall apply to all Barangay Units in the City of Bacoor.

**SECTION 4. DEFINITION OF TERMS.**

1. *Barangay* – refers to the smallest political unit into which the City of Bacoor is divided, created in accordance with the provisions of the Local Government Code of the Philippines.
2. *Management Information System* - refers to an information system used for decision-making, delivery of services, monitoring of services conducted, and for coordination, control, analysis, and visualization of information in an organization.
3. *Barangay Information Management System or System* – refers to the centralized database of all the residents, an all-in-one tool for data, tasks, disaster and resilience, budget, file management, analytics needs, and decision making.

**SECTION 5. THE BARANGAY INFORMATION MANAGEMENT SYSTEM**

The centralized system is to be utilized by all Barangay Units in implementing its programs, projects, and activities with special access to the Local Chief Executive of the City Government of Bacoor for tasking and monitoring the delivery of basic services to the Barangay's constituents.

**SECTION 6. CONTENTS**

The System will be composed of the following information:

1. Number of Residents;
2. Number of Households;
3. Number of Families;

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4. Areas;
5. Business Establishments;
6. Transactions of People in the Barangay;
7. Budget and Expenses;
8. Cases/Incidents Reported and Actions Taken;
9. Activities and Projects;
10. Transactions of People with the Rural Health Units;
11. Donors and Volunteers;
12. Scholarships.
13. Other Services delivered and functions performed by the Barangay;  
and
14. Other relevant data necessary for the efficient and accurate delivery of service to the residents;

#### **SECTION 7. ACCESS TO THE SYSTEM.**

The System shall grant full access to the Barangay Chairman and limited access to his authorized representatives, who will be granted unique access codes that shall be personal and exclusive to them alone.

The System shall also grant special access to the Mayor of the City Government of Bacoor, whereby he can view the data and information of the respective barangay units in the City of Bacoor. Access may also be given to special offices upon the directive or approval of the City Mayor.

#### **SECTION 8. UPDATING OF THE SYSTEM.**

Initially, the system software shall be updated by the E-Governance Department or the Management Information System Office of the City Government of Bacoor. A series of training of one (1) authorized representative of each respective barangay shall be conducted by the same Department/Office in order to delegate the software updates and basic troubleshooting of the system to the Barangay. Major repair and intrusive access to the said system shall be limited only to the above-named department or office.

#### **SECTION 9. APPLICABILITY OF RELATED LAWS AND ISSUANCES**

In implementing this Ordinance, the City Government of Bacoor and all the officials and employees of the Barangay shall ensure that all relevant laws and issuances will be strictly followed and complied with. As such, the City Government of Bacoor and all the officials and employees of the Barangay shall ensure that there will be no violation of the Data Privacy Law. Further, all persons who shall gather and have access to the data shall be required to sign a Confidentiality and Non-Disclosure Agreement. In case a law on barangay or local information management system is enacted, the City Government of Bacoor and the Barangay shall guarantee that the rules, regulations, and protocols placed for implementing and enforcing this Ordinance will adhere and comply with the provisions of such law.

#### **SECTION 10. IMPLEMENTING RULES AND REGULATIONS**

Within sixty (60) days from the effectivity of this Ordinance, the Office of the Legal Services, in coordination with relevant offices, shall formulate the Implementing Rules and Regulations for implementing this Ordinance. Such IRR may be further defined and refined after the City of Bacoor in consultation with the private company that will provide

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the information management system. The IRR shall contain a provision on how to properly collect data and safeguard the collected data.

#### **SECTION 11. TECHNICAL ASSISTANCE.**

When needed, the Office of the City Legal Services, the City Information Office, the E-Governance Office, and other offices may provide technical assistance to the Barangay to properly implement this Ordinance. Technical assistance may also be requested from other national government agencies, private companies, non-governmental organizations, and subject matter experts.

#### **SECTION 12. FUNDING**

The funding for procuring the information management system and other related expenses shall be taken from the General Fund of the City of Bacoor. Thereafter, the barangays shall include in their Annual Budget an allocation for the updating of the information management system, hardware requirements, and related expenses.

#### **SECTION 13. SEPARABILITY.**

In case any provision or part of any provision of this Ordinance is declared void or invalid by a competent court of law, the remaining provisions hereof not affected by the said judicial declaration shall remain valid and enforceable.

#### **SECTION 14. REPEAL.**

All ordinances, resolutions, and issuances inconsistent with the provisions of this Ordinance are hereby repealed or modified accordingly.

#### **SECTION 15. 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 this \_\_\_\_ day of August 2023 at the City of Bacoor, Cavite.