



Republic of the Philippines  
PROVINCE OF CAVITE  
City of Bacoor

OFFICE OF THE  
SANGGUNIANG PANLUNGSO

RECEIVED

BY: JENET  
DATE: 21 February 2024  
TIME: 3:15 pm

OFFICE OF THE SANGGUNIANG PANLUNGSOD

COMMITTEE ON PUBLIC WORKS AND HIGHWAYS BACOOD CITY, CAVITE

COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES

## JOINT COMMITTEE REPORT

NO. PWH 009-S-2024

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Subject: *AN ORDINANCE REGULATING THE INSTALLATION OF MARKERS OR MONUMENTS BY CIVIL SOCIETY ORGANIZATIONS WITHIN THE CITY OF BACOOD AND PROVIDING PENALTIES FOR THE VIOLATIONS THEREOF. (PCO 2024-151 dated January 15, 2024).*

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A joint committee hearing was held on February 08, 2024, around 3:12 in the afternoon. It was presided over by Chairman Hon. Levy M. Tela, Committee on Public Works and Highways. In attendance were Vice Chairman Hon. Roberto Advincula, Committee Members Hon. Michael Solis and Rogelio Nolasco, and the Committee on Rules and Privileges, Laws and Ordinances, Chairman Hon. Reynaldo Palabrica with members Hon. Alejandro Gutierrez and Hon. Adrielito Gawaran in the presence of Hon. Simplicio Dominguez, and Hon. Alde Pagulayan, Atty. Salve Valenciano from Office of City Legal Service, and Engr. Arthur San Jose from the Zoning and Land Development Department.

### FINDINGS:

- The City Engineering Office is aware of their duties and responsibilities for the implementation of the proposed ordinance, such as assembling information and compiled list of all installed monuments and markers, creating regulations governing the acceptable specifications, supervising, organizing, overseeing, and keeping an eye on the improvement, maintenance, and installation, among other things, submitting a recommendation to the City Mayor or the Sangguniang Panlungsod for the approval of any application, and making an annual report to City Mayor or Sangguniang Panlungsod.
- To achieve the aforementioned, the building, its premises, and any land included in the city must be kept in a hygienic and functional state. And also responsible for controlling traffic on all streets and bridges; forbidding obstructions or nuisances thereon; and, when necessary, in the interest of the public welfare, authorizing the removal of a blockage or encroachment and illegal construction in public places. Authority to control the use of streets, avenues, alleys, sidewalks, bridges, parks, and other public places; and approve the construction, improvement, repair, and preservation. Therefore, the goal of the City of Bacoor is to establish policies and procedures that will control the placement of these markers or monuments to guarantee that they adhere to environmental and safety regulations and complement the city's overall urban development plan.



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OFFICE OF THE SANGGUNIANG PANLUNGSOD


**RECOMMENDATION:**

In view of the foregoing, the committee respectfully recommends that the proposed resolution mentioned above be **APPROVED**.

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

Signed this 19th day of February, 2024 at the City of Bacoor, Cavite.

**COMMITTEE ON PUBLIC WORKS AND HIGHWAYS**

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

  
\_\_\_\_\_  
**COUN. ROBERTO L. ADVINCULA**  
Vice Chairman

  
\_\_\_\_\_  
**COUN. ROGELIO M. NOLASCO**  
Member

  
\_\_\_\_\_  
**COUN. MICHAEL E. SOLIS**  
Member

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

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

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

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





Republic of the Philippines  
PROVINCE OF CAVITE  
City of Bacoor

OFFICE OF THE  
SANGGUNIANG PANLUNGSOD

RECEIVED

OFFICE OF THE SANGGUNIANG PANLUNGSOD

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

BACOR CITY, CAVITE

COMMITTEE ON PUBLIC WORKS AND HIGHWAYS  
COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES

## JOINT COMMITTEE MINUTES

NO. PWH 009-S-2024

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Subject: *AN ORDINANCE REGULATING THE INSTALLATION OF MARKERS OR MONUMENTS BY CIVIL SOCIETY ORGANIZATIONS WITH IN THE CITY OF BACOR AND PROVIDING PENALTIES FOR THE VIOLATIONS THEREOF (PCO 2024-151 dated January 15, 2024).*

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A joint committee hearing was conducted on 08 February 2024, 3:15 P.M. at the Sangguniang Panlungsod Session Hall, 6<sup>th</sup> floor, Bacoor Legislative & Disaster Resilience Building, Bacoor Government Center, Bacoor Boulevard, Brgy Bayanan, City of Bacoor, Cavite, and was presided by Committee on Public Works and Highways, Chairman, Hon. Levy M. Tela. Present were Vice Chairman, Hon. Robert Advincula, member Hon. Michael Solis. Committed on Rules and Privileges, Laws and Ordinances, Chairman, Hon. Reynaldo Palabrica, member Adrielito Gawaran. Also in attendance, Hon. Alde Pagulayan and Hon. Simplicio Dominguez. Atty. Salve Valenciano from the Office of City Legal Services, Eng. Arthur San Jose of Zoning and Land Development Department.

Hon. Tela, introduced the resource persons as well as the other guests.

Committee Chair, mentioned that The Sangguniang Panlungsod empowered to control when land, buildings, and structures are used inside the city in order to advance the general welfare. In order to achieve the aforementioned, the building, its premises, and any land included in the city must be kept in a hygienic and functional state. And also responsible to control traffic on all streets and bridges; forbid obstructions or nuisances thereon; and, when necessary, in the interest of the public welfare, authorize the removal of a blockage or encroachment and illegal construction in public places. Authority to control the use of streets, avenues, alleys, sidewalks, bridges, parks, and other public places; and approve the construction, improvement, repair, and preservation. Therefore, the goal of the City of Bacoor is to establish policies and procedures that will control the placement of this marker or monuments in order to guarantee that they adhere to environmental and safety regulations and complement the city's overall urban development plan.

Hon Tela, mentioned the importance of this ordinance. Limiting installation of marker and monuments by the Civil Society Organization, Civic Organization and any Accredited Organization group and also gave them a proper



Republic of the Philippines  
PROVINCE OF CAVITE  
City of Bacoor

**OFFICE OF THE SANGGUNIANG PANLUNGSOD**

objectives and guideline or procedure to install marker and monument into desire places, The member of Sanguniang Panlungsod with the Committee Chairman of Publics Works and Highway and Rule, Privileges, Law and Ordinance and its members to accept the said Ordinance's proposal.

To control the placement of land markers by Civil Society Organizations on center islands, sidewalks, and public areas. To make sure the civil society organization is properly accredited by the City of Bacoor, whether it is a group of professional businesses or one that seeks to serve the community or the human rights. To make sure that monuments and monuments are appropriately placed in public areas and are not harmful to the surrounding environment, especially historical sites and popular tourist destinations. To give guidelines to Civil Society Organizations that want to construct markers or monuments in public spaces.

A joint committee hearing was adjourned at 3:50 P.M.

Prepared By:

**ELENA B. SOMBRANO**  
Clerk

Attested By:

**COUN. LEVY M. TELA**  
Chairman







Republic of the Philippines  
PROVINCE OF CAVITE  
City of Bacoor

CGBCR-SPBac-F004.00  
10/20/2023

OFFICE OF THE SANGGUNIANG PANLUNGSOD

January 31, 2024

## NOTICE OF CANCELLATION

Due to the absence for personal reason of the presiding officer Hon. Levy M. Tela, the following committee-hearing schedule on February 01, 2024 is **cancelled** and re-scheduled on **February 08, 2024** with the same time and venue.

PCO 2024-150	2:00 PM	SESSION HALL 6 <sup>TH</sup> FLOOR
PCO 2024-151	3:00 PM	SESSION HALL 6 <sup>TH</sup> FLOOR

Respectfully yours,

**ELENA B. SOMBRANO**  
Staff  
Office Of City Councilor  
Hon. Levy M. Tela

*Noted by:  
Jeferson  
11:41 P.M.  
1/31/2024*









Republic of the Philippines  
 PROVINCE OF CAVITE  
 City of Bacoor

CGBCR-SPBac-F004.00  
 10/20/2023

OFFICE OF THE SANGGUNIANG PANLUNGSOD

OFFICE OF COUN. ROGELIO "BOK" M. NOLASCO  
**RECEIVED**  
 By: MELINDA DESTURA  
 Date: 2-7-24  
 Time: 10:22 AM

CITY OF BACOOD  
 OFFICE OF THE BUILDING OFFICIAL  
**RECEIVED**  
 ALVIN TORTONA  
 NAME / SIGNATURE  
 07 FEB. 2023  
 DATE & TIME 10:12 AM

February 06, 2024

TO: ALL CONCERNED

RE: PCO- 2024-150, PCO 2024-151, COMMITTEE HEARING REMINDER

Dear Sir/Madam,

This is a reminder about the Committee hearing we have scheduled for tomorrow, at 2 PM and 3 PM. Your attendance is crucial, as we will be discussing important matters and decisions that require your input.

Committee Hearing Details:

SUBJECT	DATE/TIME	LOCATION
PCO-2024-150	Feb. 08, 2024/2:00 PM	Sangguniang Panlungsod Session Hall, 6 <sup>th</sup> floor, Bacoor Legislative & Disaster Resilience Building
PCO-2024-151	Feb. 08, 2024/3:00 PM	-do-

*[Signature]*  
 2/7/24  
 Respectfully yours,

*[Signature]*  
**ELENA B. SOMBRANO**  
 Staff  
 Office Of City Councilor  
 Hon. Levy M. Tela

Received by:  
*[Signature]*  
 Mariella [unclear]

Received by:  
*[Signature]*  
 CYRUS [unclear]  
 Tourism Feb 7, 24

RECEIVED BY: *[Signature]* 2/7/24

CITY OF BACOOD  
 OFFICE OF THE CITY ENGINEER  
 (046) 481-4100 Loc. 411 or 09271891751

**RECEIVED**

BY: Arnold  
 DATE / TIME: 02/07/24  
 REF. NO.:

RECEIVED  
 Leon - Mike  
 2/7/24

**RECEIVED**  
 ZONING AND LAND DEVT DEPT.  
*[Signature]*  
 2-7-24

Office of the City Legal Service  
**RECEIVED**  
*[Signature]*  
 Name / Date  
 2-7-24  
 10:03 AM

CPDC  
 OFFICE  
 RECEIVED BY: *[Signature]*  
 DATE/TIME: 02/07/2024

OFFICE OF THE CITY MAYOR  
 CITY OF BACOOD, CAVITE  
 Reference no.: 0334  
 Received by: JOM  
 Date / Time: 2-7-24 / 10:05  
 (046) 481-4100 Loc. 411 or 09271891751

*[Handwritten signature]* 2/7/24









Republic of the Philippines  
PROVINCE OF CAVITE  
City of Bacoor

CGBCR-SPBac-F003.00  
10/20/2023

OFFICE OF THE SANGGUNIANG PANLUNGSOD

**PCO 2024-151** – AN ORDINANCE REGULATING THE INSTALLATION OF MARKERS OR MONUMENTS BY CIVIL SOCIETY ORGANIZATIONS WITH IN THE CITY OF BACOR AND PROVIDING PENALTIES FOR THE VIOLATIONS THEREOF.



Republic of the Philippines  
Province of Cavite

CITY OF BACOR

*Office of the Mayor*

CGBCR-MO-02-F03.00  
10/20/2023

January 5, 2024

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

OFFICE OF THE  
SANGGUNIANG PANLUNGSOD  
RECEIVED  
BY: ARIEL  
DATE: 1/8/24 TIME: 3:29  
BACOR 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 4 January 2024, from the Office of the City Administrator, relative to the proposed city ordinance regulating the installation of markers or monuments by Civil Society Organizations within the City of Bacoor. The proposed ordinance aims to provide guidelines and procedures that will govern the installation of these markers or monuments to ensure that the same conforms with safety and environmental protocols and aligns with the overall urban development plan of the city.

Attached herewith is the aforementioned endorsement, including its attachments, 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 Mayor*

January 5, 2024

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

OFFICE OF THE  
SANGGUNIANG PANLUNGSOD  
RECEIVED  
BY: ARIEL  
DATE: 1/5/24 TIME: 3:29  
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 4 January 2024, from the Office of the City Administrator, relative to the proposed city ordinance regulating the installation of markers or monuments by Civil Society Organizations within the City of Bacoor. The proposed ordinance aims to provide guidelines and procedures that will govern the installation of these markers or monuments to ensure that the same conforms with safety and environmental protocols and aligns with the overall urban development plan of the city

Attached herewith is the aforementioned endorsement, including its attachments, for your immediate reference.

I trust that you give this matter your utmost consideration.

Sincerely yours,

  
**STRIKE B. REVILLA**  
City Mayor







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

04 January 2024

**HON. CATHERINE SARINO-EVARISTO**

Acting Mayor  
City of Bacoor

**THRU: ATTY. PAUL MG. SANGALANG** *Maan 1/05/24*  
Executive Assistant IV *4:00PM*  
Office of the City Mayor

**SUBJECT: FOR APPROVAL AND FURTHER ENDORSEMENT TO THE  
SANGGUNIANG PANLUNGSOD**  
*Proposed City Ordinance Regulating the Installation of Markers or  
Monuments by Civil Society Organizations within the city of  
Bacoor and Providing Penalties for the Violations Thereof*

Dear Hon. Catherine Sarino-Evaristo,

Greetings.

The Office of the City Administrator instructed the Office of the City Legal Services to draft an ordinance to Regulate the installation of markers within public spaces, sidewalks or center islands made by various private organizations.

We are now respectfully endorsing to your office copy of the draft City Ordinance for your approval and further endorsement to the Sangguniang Panlungsod.

Thank you.

Respectfully,

**ATTY. AIMEE TORRE FRANCA-NERI**  
City Administrator



Address: Bacoor Government Center, Bacoor Blvd., Brgy. Bayanan, City of Bacoor, Cavite  
Trunkline: 434-1111 Website: www.bacoor.gov.ph

SCAN ME



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

CGBCR-DCLS-02-F01.00  
12/30/2023

**OFFICE OF THE CITY LEGAL SERVICE**

**ENDORSEMENT LETTER No. 950, S. 2023**

To: **ATTY. AIMEE TORREFRANCA-NERI**  
*City Administrator*  
*Office of the City Administrator*

*JDA* 12/16/23 4:30 PM

Re: **PROPOSED ORDINANCE  
AN ORDINANCE REGULATING THE INSTALLATION OF MARKERS OR  
MONUMENTS BY CIVIL SOCIETY ORGANIZATIONS WITHIN THE CITY  
OF BACOR AND PROVIDING PENALTIES FOR THE VIOLATIONS  
THEREOF.**

Date: 15 December, 2023

On December 07, 2023, the City Administrator's Office instructed this Office to draft an ordinance that would regulate the installation of markers within public spaces, sidewalks or center islands made by various private organizations.

In this respect, we hereby respectfully endorse the attached proposed City Ordinance for your perusal and further instruction.

Thank you.

Respectfully,

*KJR*  
Atty. **KIM NICCA R. LOFRANCO**  
*City Legal Officer*

**PROPOSED CITY ORDINANCE NO. XXX -2023**  
**Series of 2023**

**AN ORDINANCE REGULATING THE INSTALLATION OF MARKERS OR  
MONUMENTS BY CIVIL SOCIETY ORGANIZATIONS WITHIN THE CITY OF  
BACOR AND PROVIDING PENALTIES FOR THE VIOLATIONS THEREOF.**

Sponsored by:

Hon. \_\_\_\_\_

Co-Sponsored by:

Hon. \_\_\_\_\_

**WHEREAS**, Republic Act No. 7160 grants the local government units to exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provision of the basic services and facilities such as infrastructure facilities intended primarily to service the needs of the residents of the city and which are funded out of city-funds including, but not limited to, city roads and bridges; school buildings and other educational facilities; clinics, health centers and other health facilities; traffic signals and road signs, and similar facilities;

**WHEREAS**, the Sangguniang Panlungsod, under Section 458 of the Local Government Code, is empowered to regulate activities relative to the use of land, buildings, and structures within the City to promote the general welfare and for said purpose shall require that buildings and the premises thereof, and any land within the City be kept and maintained in a functional and sanitary condition;

**WHEREAS**, the Sangguniang Panlungsod has the power to regulate the use of streets, avenues, alleys, sidewalks, bridges, parks, and other public places and approve the construction, improvement, repair, and maintenance of the same, including the power to regulate traffic on all streets and bridges; prohibit encroachments or obstacles thereon, and when necessary, in the interest of public welfare, authorize the removal or encroachments and illegal constructions in public places;

**WHEREAS**, non-government organizations are encouraged to take an active role in the local government units to foster good governance and local autonomy through developing and strengthening partnerships with them in the program planning, implementation, monitoring, and evaluation relative to the delivery of public services;

**WHEREAS**, markers and monuments have served a variety of purposes in the history of Bacoor, including the remembering of significant historical events, honoring military heroes or events, recognizing the contributions (civic, humanitarian, artistic, etc.) of particular people or groups of people, and generally enhancing public spaces;

**WHEREAS**, the City Government aims to provide guidelines and procedures that will govern the installation of these markers or monuments to ensure that the same conforms with safety and environmental protocols and aligns with the overall urban development plan of the city;

**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 "Installation of Land Markers Regulation Ordinance."

**Section 2. Purpose.** This Ordinance aims to:

1. Regulate the installation of land markers by civil society organizations in public spaces, sidewalks, or center islands.
2. Ensure that the civil society organization, be it a group of professionals, business, or for civic or humanitarian purposes, which intends to place a marker or monument in public places is duly accredited by the City Government of Bacoor.
3. Ensure that markers or monuments are properly placed or installed in public places without destroying, altering, or defacing the natural landscape, particularly the historical sites and tourist destinations.
4. Provide guidelines to applicant civil society organizations interested in installing or placing a marker or monument on public places or spaces.
5. Provide penalties for violation of this Ordinance.

**Section 3. Definition of Terms.** The following terms, as used in this Ordinance, shall be understood as:

1. **Civil Society Organization (CSO)** – a non-state and non-profit association that works to improve society and the human condition. It can be a civic organization, professional group, business group, non-government organization, people's organization, cooperative, or people's council.
2. **Civic Organization** – refers to any local service club, fraternal society or association, volunteer group, or local civic league or association not organized for profit but operated exclusively for educational or charitable purposes, including the promotion of community welfare and the earnings of which are devoted exclusively to charitable, educational, recreational or social welfare purposes.
3. **Professional Group** – a duly incorporated non-stock corporation of registered professionals established for the benefit and welfare of the professionals of one discipline, the advancement of the profession itself, and the other professional ends.
4. **Business Group** is a non-stock corporation composed of businesses in the same industry established to pursue the industry's interests.
5. **Accredited Organization** – refers to an organization that obtains accreditation or authority from the Sangguniang Panlungsod for representation to a local special body and for other purposes, such as participation in local government programs.
6. **Marker** - any permanent or semi-permanent plaque with text embedded in the ground, mounted to a structure, or placed on a freestanding pole to inform the public about a historical event, place, person, or organization.



7. **Monument** - any permanent or semi-permanent object (including statues, fountains, obelisks, and significant plantings) installed specifically to commemorate or memorialize an event, place, or person.

**Section 4. Coverage.** This Ordinance shall cover the markers or monuments intended to be installed in public places or spaces within the City of Bacoor by any civil society organization.

**Section 5. Exemption.** Historical or cultural markers or monuments placed or built pursuant to the authority of the National Historical Commission of the Philippines are exempt from this ordinance. Markers or monuments introduced and installed by the city government on any government buildings, bridges, or other public property or improvements are likewise exempt from this article.

**Section 6. Implementing Office.** The City Engineering Office (CEO) shall be the lead office in charge of the implementation of this Ordinance. It shall have the following duties and responsibilities:

1. Collect data and make an inventory of all the markers and monuments installed in public places or spaces within the City of Bacoor by civil society organizations.
2. Formulate guidelines on the allowable specifications of a marker or monument that may be introduced or installed on public property.
3. Administer, coordinate, supervise, and control the installation, placement, construction, maintenance, improvement, and repair of markers or monuments on public spaces or properties within the City in consideration of the existing city architectural plan and design;
4. Submit a recommendation to the City Mayor of the Sangguniang Panlungsod for the approval of any application for the installation of a marker or monument.
5. Review, formulate, and recommend measures for appropriate action of the City Mayor or the Sangguniang Panlungsod on the implementation and/or amendments of this Ordinance.
6. Make an annual report to the City Mayor on the implementation of this Ordinance.

**Section 7. Permit to Install a Marker or Monument.** No marker or monument shall be installed on any public property, spaces, sidewalks, or center island by any civil society organization without prior approval and permit from the City Mayor through a Sangguniang Panlungsod Resolution after compliance with the requirements provided hereunder. Any intended modification, movement, demolition, or removal of the existing markers or monument installed by CSOs shall not be allowed unless after securing a permit from the City Mayor.

**Section 8. General Conditions.** In the evaluation of the application of any interested civil society organization, the following conditions should be taken into consideration to determine if the location or site is appropriate for the installation of a marker or monument:

1. The design, content, or language of a marker or monument reflecting the principles of the applicant CSO shall have historical, aesthetic, local, and

general significance to the interest of the general public. It shall be respectful to the values and culture of the community where it is intended to be installed.

2. All monuments and markers shall be properly set in the ground and surveyed and approved by the City Engineering Office, prior to recommendation to the City Mayor and the Sanggunian for the approval of the application.
3. The installation of a proposed marker or monument should not cause overcrowding of the site, if there are other existing markers or monuments thereon.
4. The establishment of the proposed marker or monument should not have a negative impact on environmental integrity.
5. The proposed marker or monument should not require the removal or alteration of existing above or below ground utilities.
6. The proposed location should be large enough to accommodate a marker or monument, and should not encroach on other existing marker or monument sites, buildings, sidewalks, or thoroughfares.
7. The proposed location should not be prone to frequent automobile accidents or flooding which could damage the proposed marker or monument.
8. The proposed site should be easy to maintain. The care and maintenance of the marker or monument shall be undertaken by the applicant CSO including its immediate surroundings.
9. The installation of a marker or monument should enhance the public space and character of the surrounding community or neighborhood.
10. The installation of a marker or monument should not require the alteration or removal of existing traffic or street signages and other government-installed signages.
11. The proposed site should be visible and accessible from a public right of way.
12. The marker or monument must be made of enduring quality materials.

**Section 9. Requirements for the Application of Permit.** Any civil society organization interested in installing a marker or monument on public places or spaces or introducing any improvement on the existing ones shall comply with the following requirements:

1. Documentary requirements, the complete list of which shall be provided in the Implementing Rules and Regulations, proving that it is a legitimate civil society organization
2. Application letter duly addressed to the City Mayor indicating its interest in installing a marker or monument in a public area or place.
3. Submission of a City Resolution signifying that it is a bonafide civil society organization duly accredited by the Sangguniang Panlungsod of Bacoor.
4. A resolution of the CSO stating its interest in installing a marker or monument.
5. Submission of a project plan for the construction/installation, maintenance, and preservation and/or restoration of the proposed marker or monument.
6. Details of the intended design, content, measurement, and other specifications of the marker or monument to be placed or built in a public place or space.
7. Proposed location or site plan where the marker or monument is to be placed or built.

8. Information when the marker or monument is to be set.
9. Approval letter of a homeowners' association or the barangay concerned on the area where a marker or monument will be installed.

#### **Section 10. Procedure for Issuance of Permit.**

1. A CSO shall submit to the Office of the City Mayor an application letter requesting a permit to install a marker or monument on a public place or property together with the requirements mentioned in the preceding section.
2. The Office of the City Mayor shall transmit the application request and requirements to the Sangguniang Panlungsod and the City Engineering Office for evaluation of the proposed installation of a marker or monument.
3. The CEO shall conduct a survey on the proposed site on which a marker or monument is intended to be placed to ensure that no utilities will be damaged by the installation. The CEO may seek assistance from the following city offices:
  - a. City Tourism and Cultural Affairs Department in identifying whether the proposed site is a local historic area
  - b. City Planning and Development Office and/or City Zoning and Land Development Department to determine if there are future government projects in the proposed area.
4. The CEO shall make recommendations based on its survey and assessment.
5. The Sangguniang Panlungsod shall conduct a hearing to determine the appropriateness of the application request by a CSO, taking into consideration the recommendation made by the CEO.
6. The Sanggunian shall review the completeness of the requirements submitted and decide on the application. If the application is approved, it shall issue a City Resolution of no objection on the proposed installation of a marker or monument, otherwise, a notice of disapproval shall be sent to the applicant CSO.
7. On the basis of a city resolution, the City Mayor shall issue a permit.
8. The permit shall be automatically revoked if no installation of marker or monument or preparation thereof takes place within three (3) months from the issuance of such permit.

**Section 11. Application Fee.** A fee of Php2,500.00 shall be paid by the applicant organization to the Office of the City Treasurer within five (5) days from the issuance of a Permit signifying approval of the application before it can proceed with the actual construction and/or installation of a marker or monument.

**Section 12. Penalties.** A penalty of fine of Php2,500.00 or an imprisonment of not less than thirty (30) days, or both, shall be imposed against any person who shall violate this Ordinance after he/she has been convicted by a court of competent court.

In case any violation of this Ordinance is committed by a partnership, corporation, association, or any other juridical person, the partner, president, director, or manager who shall consent to or shall knowingly tolerate such violation shall be directly liable and responsible for the act of its member/s or employee/s.

**Section 13. Separability.** If, for any reason, any part or provision of this Ordinance shall be held to be unconstitutional or invalid, the other parts or provisions thereof which are not affected thereby shall continue to be in full force and effect.

**Section 14. Repeal.** The provisions of all City Ordinances, contrary to or inconsistent with the provisions of this Ordinance, are hereby amended or repealed accordingly.

**Section 15. Effectivity.** This Ordinance shall take effect immediately upon publication in a newspaper of general circulation within the City of Bacoor, Cavite.