



COMMITTEE ON INFORMATION AND COMMUNICATIO
TECHNOLOGY
AND
COMMITTEE ON RULE AND PRIVILEGES, LAWS AND ORDINANCES

JOINTCOMMITTEE REPORT
NO. ICT-019-S-2024

Subject: AN ORDINANCE EXPIDITING AND INTENSIFYING DIGITIZATION AND DIGITALIZATION EFFORTS FOR IMPROVED PUBLIC SERVICE DELIVERY AND PROVIDING FUNDS THEREFOR. - PCO-2024-163 dated February 26, 2024

Referred to this Joint Committee on the 80th Regular Session is the above-subject matter for appropriate action and recommendation.

The proposed Ordinance is in line with the directive of the President of the Republic of the Philippines embodied in his State of the Nation Address (SONA) on July 24, 2024, that is, for the government to fully embrace the transformative policy direction on digitalization for a better delivery of services to the people, data-driven and science-based planning and decision making.

For clarity, the two (2) main terminologies used in the proposed Ordinance are hereunder defined, as follows:

Digitization - refers to the technical conversion of physical, analog originals to digital copies using electronic devices.

Digitalization - refers to the adoption of digital technologies to upgrade processes and systems in order to create innovative ways of providing better service and obtaining better benefits.

The implementation and execution of the proposed ordinance which is to be known as the "**2024 Bacoor City Intensified Digitalization Roadmap Ordinance**" shall be guided by the following declared policies:

1. Provide an affordable, efficient and cost-effective digital public service to Bacoor residents through the deployment of modern information technologies in the delivery of services;



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2. Integrate, streamline and improve the interconnectivity of City Government departments, offices and units; and
3. Preserve the integrity and confidentiality of data collected or acquired from clients of the City Government in the delivery of services and governmental transactions.

Hence, in order to actualize the desired concrete goals and objective of the City Government within 2024 or as soon as possible, the set of minimum requirements are provided in the proposed Ordinance, as follows:

1. A secured computer platform or software connecting all City Government departments, offices and units where transfer and endorsement of information, data, files and documents may be had.

This secured computer platform or software must be available 24/7, which may be remotely accessed by permitted officers and personnel of the City Government.

2. Ensure that the common and available mobile wallets, online banking and other forms of digital financial services will be available for use to electronically pay taxes, fees and other charges due to the City Government.
3. Transforming or converting existing original paper-based files of the City Government's departments, offices and units to digital formats that are accessible using a computer or another digital device.
4. Secure a seal of registration from the National Privacy Commission and ensure the integrity of data and information acquired by the City Government through compliance with Republic Act No. 10173, also known as the Data Privacy Act of 2012 and relative issuances of the National Privacy Commission.

Further, for the effective and efficient implementation of the Ordinance, a task force to be known as the "**Bacoor Digitalization Task Force**" is proposed to be created and which shall be composed of the following City Officials:

- | | | |
|---------------------------|---|----------------|
| 1. The City Mayor | - | Chairperson |
| 2. The City Administrator | - | Co-Chairperson |



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3. Head of E-Governance Department - Vice-Chairperson
4. The City Planning and Development Coordinator's Office - Secretariat
5. Members:
 - a. The City Legal Officer
 - b. The City Budget Officer
 - c. The Bacoor ARTA Officer

The proposed Ordinance provides that the "**Bacoor Digitalization Task Force**" shall be in charge of the following acts and responsibilities:

1. To recommend policies and formulate Digital development plans;
2. To specify the principle of governmental data governance as a foundation and guideline to ensure compliance with the Ordinance;
3. To determine a guideline on the development of government personnel capabilities for the benefit of public administration and service delivery through the digital system; and
4. To recommend to the City Mayor or Sangguniang Panlungsod the issuance of regulations or notifications for the execution of this Ordinance.

FINDINGS:

The proposed Ordinance expressly emboldened the Mission of the City Government of Bacoor, that is, "To institute good governance, promote culture, trade, and investment through modern technology towards a safe and sound environment."

RECOMMENDATION:

In view of the foregoing, the Honorable Members of the Committee hereby recommend **TO APPROVE** the City Ordinance that will intensify the digitization and digitalization capability of the City Government, to comply with the directive of the President of the Republic of Philippines, and for realization of its Mission, subject to the provisions of existing laws, government policies and issuances for that matter.



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

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

Signed this _____ day of March 2024 at the City of Bacoor, Cavite.

THE COMMITTEE ON INFORMATION AND COMMUNICATION TECHNOLOGY



HON. ROGELIO M. NOLASCO
Chairman


HON. ALEJANDRO F. GUTIERREZ
Vice Chairperson



HON. ADRIELITO G. GAWARAN
Member

THE COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES


HON. REYNALDO D. PALABRICA
Chairman


HON. LEVY M. TELA
Vice Chairman

Prepared by:


ROBERTO A. DE GUZMAN
Local Legislative Staff Assistant I

COMMITTEE REPORT ICT-019-S-2024

PCO 2024-168 – AN ORDINANCE: “2024 BACOR CITY INTENSIFIED DIGITALIZATION ROADMAP ORDINANCE”.



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PROVINCE OF CAVITE
City of Bacoor

OFFICE OF THE SAGGUNANG PANLUNGSOD

Office of the Sangguniang Panlungsod
Received by: Janet Pring
Date: 3/26/2024
Time: 10:00 am

Committee on Information and Communication Technology

JOINT COMMITTEE HEARING MINUTES
NO. ICT-019-S-2024

Subjects: *AN ORDINANCE EXPEDITING AND INTENSIFYING DIGITIZATION EFFORTS FOR IMPROVED PUBLIC SERVICE DELIVERY AND PROVIDING FUNDS THEREFOR. PCO-2024-163* dated February 26, 2024.

Present:

Committee on Information and Communication Technology

Hon. Rogelio M. Nolasco - Chairman
Hon. Alejandro Gutierrez - Vice Chairman

Committee on Rules and Privileges, Laws and Ordinances

Hon. Reynaldo Palabrica - Chairman
Hon. Levy Tela - Vice Chairman

Resource Persons:

Atty. Salve Valenciano - Office of City Legal Service
Mr. Lodgene Asuncion - Management Information System
Ms. Rona Grace Torrijos - Office of the City Treasury
Mr. Marzon Figueras - CICRD

Hon. Rogelio Nolasco: "A Joint Committee Hearing, on Information and Communication Technology and Committee on Rules and Privileges, Laws and Ordinances regarding the Ordinance, ***An Ordinance Expediting and Intensifying Digitization and Digitalization efforts for improved Public Service Delivery and Providing Funds Therefore*** is call to order."

Hon. Rogelio M. Nolasco: "Mr. Lodgene, may copy na po kayo nitong Ordinansa regarding Digitalization?"

Mr. Lodgene Asuncion: "Yes po Konsi eto po binabasa ko, Ang Digitalization as directed po ni President Marcos for government rules po, when it comes for Digitalization po ng City Government yung iba naman po majority ng offices natin ay computerized na. Kaya computerized system for both revenue and Financial Management Systems, when it comes to revenue kasama po dito sa computerization ang **Treasury, Assessor, BPLD, OBO, Zoning, Fire and CHO** for Sanitary Permit. Ngayon yung sa Financial Management Side naman InProgress



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po kasama yung **Budget, Accounting, GSO** for counting system and purchase request, and **Bids and Award Committee** naman for Procurement. Kasi na mentioned po dito yung data sharing agreement for different offices to improve the business process. Actually po, matagal na po nating ginagawa ito since panahon pa po ni Mayor Lani, na recognize po yung integration natin with different departments by the **DICT** for the **Digital Governance Award of 2021** as evidence na meron tayong programa na ganito sa Bacoor. Siguro ang ilalagay lang natin sa programa ni **PBBM** ay yung ibang enhancement and continues naman po ang improvement when it comes to **ICT**. Syempre to maintain po yung ganitong application system na meron tayo dito sa Bacoor ay iexpand muna natin yung mga solutions natin na pwede nating i provide in other departments po na not covered by previous digitalization project. Maramari pa po ang pwede nating gawaing programa pag dating po ryan and of course po i roll out po muna natin ang system way back 2021 kailangan din natin syempre yung proof kasi syempre hindi po pwedeng maging stagnant sa ganyang solutions so continuous din po. So, of course every upgrade or every improvement na kailangan natin sa computer system kailangan natin ang cost so, popondohan natin syempre hindi naman libre yung technology na gagawin natin, example na lang po yung computers hindi naman po libreng makukuha natin yan and also manpower. And na mentioned din po dito directive din po ni **PBBM** yung online facilities po ng City Government, pero meron naman po tayo aware naman po ang lahat na meron naman po tayong online payment facilities sa Real Property Tax and Business Tax, may mga other fees pa na covered ng online natin recently po nag launch po tayo naandoon naman po ang ibang Konsehal ng **Single Ticketing System** isa po iyon sa additional services natin when it comes to online payment. Traffic enforcement and traffic violations can be settled through online by the LTO and LGU integration by data processing agreement po last Tuesday so, unti unti naman po na nakaka adapt tayo sa mga ganitong programa. Third po, nakalagay po dito sa Ordinance yung Digitization format, pero may tinatawag po ang **DICT** dyan para mas standard po na tamang term po diyan na ginawa nila na sina submit namin ay **ISSP (INFORMATION SYSTEM STRATEGIC PLAN)**. So meron po tayong parang 3 years plan ng ICT project na nandoon lahat ang programa for the next 3 years. So, ito po yata yung magandang ISSP project ng Bacoor strategic plan ng City Government for the next 3 years po kailangan po sigurong mag collaborate ang different departments kung ano yung mga kailangang solusyunan na nagiging mabagal ana proseso. Kailangan nating ma improve yung process ng bawat department by automation so ito po yung isa na dapat nating gawin para sa programa ng City Government for 3 years, kasama na po dito yung upgrading ng computer system, upgrading ng computer hardware connectivity and other software applications na gagamitin ng bawat departamento yun lang po. So, kung mayroon pa po kayong ibang suggestion na sa tingin nyo po ay makakatulong sa opisina namin kung ano ito yung dapat i prioritize mula sa Sanggunian kung ano yung pwedeng tutukan nating programa para kung ano po yung sa tingin natin at kakasya sa pondo ng City Government natin at kailangang matapos within 3 years kasi po 3 years yung ISSP ito po yung i align natin muna so yun lang po Konsi Bok.

Hon. Rogelio M. Nolasco: "Noted po Thank you. Merong bagong transmittal na pinahabol, endorsement from City Legal Office regarding **BEEP**."



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Mr. Lodgene Asuncion: "Ah iba po itong Beep."

Hon. Rogelio M. Nolasco: "Pinapa adapt niya."

Mr. Lodgene Asuncion: "Pwede po nating i adapt natin ito doon sa Digitization Road Map natin sa ISSP. I adapt natin ang ganyang programa kasi isa ito sa method ng payments, so parang e-wallet siya meron din siyang SBR card meron din po siyang online banking basta electronic payments ay under po siya nito. Explain ko lang po ang difference NG BEEP and other E-Wallet kasi nag present po ito sa amin last month I believe January, nag present po sa amin yung **BEEP**. Ang E-wallet po like G-Cash, Pay maya, Online banking like BDO, Landbank, and other Banks. Magkaiba po sila. Ang difference po ng BEEP cards is Tap Card siya parang LRT, so it is a technology like **NFC Card (Near Field Communication)** na doon naka store sa NFC Card yung transaction details, ang advantage po nito ay it can work even offline, ibig sabihin kahit walang internet connectivity halimbawa yung merchant they can transact using this technology. Ang Bad side lang po nito ang availability ng same technology sa ibang merchants, halimbawa kung sa Bacoor inimplement natin ang ganitong technology using NFC paano kung tumawid siya sa ibang bayan na walang ganitong technology maganda po yung ganitong technology yun nga lang similar doon sa Senior Citizen like Bring Me Home na kung tumawid ka sa ibang bayan possible na yung ibang merchants ano yan kasi hindi pa wide spread yung technology na ito para sa ibang merchants, eh ini introduce palang po ito ng BEEP sa ibang mga LGU at sa ibang mga merchants. Unlike yung mga G-Cash alam nyo naman Maya like ATM Debit Cards pwede nyong magamit sa mga POS terminal. Ito po ang maganda kasi bago pong technology kaya lang kung tayo ang mag uumpisa ng ganitong technology kapag tumawid siya ng ibang bayan eh parang limited sa Bacoor yung ganitong transaction. Halimbawa may mag adapt na ibang bayan magagamit din naman kaya lang unti unti hindi pa siya nationwide unlike other payment solutions po electronic transactions madali po parang mamimili lang siya ng other merchants hindi pa po siya popular or yung roll out niya ang alam ko po inadapt lang po ito ng LRT ang ganitong technology. Kapag nawala yung card mo pwede ng gamitin kahit sino. Kasi every tap po pwede nyang ma encash ang laman. Ang problema po dito hindi niya pwedeng i withdraw sa ATM machine kasi hindi siya ATM card wala siyang emv chip at wala siyang magnetic strip kasi parang ordinary card lang siya pero meron siyang NFC. Ang kagandahan lang po kung may NFC capable na device pwede siyang mag transact any transaction. Hindi siya gaanong popular pero pwede naman po nating umpisahan ang ganitong systema. Ito naman po ay isa sa gusto ni Mayor kaya gusto nating masubukan at kung masubukan natin at mai roll out baka tayo ang maging model city pagdating sa ganitong technology. Ang isang reason ni Mayor ay para maging alternative natin kasi nagkakaroon kami ng problema sa **OMNI Pay** pagdating sa registration at Card feeds and issuance, na experience nyo na rin po iyon na nag issue ng walang picture yung SBR na naglaunching tayo na walang picture kaya iyon po ang isang naging problema namin."

Hon. Rogelio M. Nolasco: "Thank you Mr. Lodgene. Atty. Ano po ang inyong maidadagdag tungkol dito sa request ng **AF Payments Inc.?**"



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Atty. Salve Valenciano: "Siguro po sa amin we will take po kung ano yung stand na mayroon na po ang MIS po, kasi personally po ngayon ko lang din po nakita ito. Pero, I believe po na mentioned naman po yung ating City Legal Office nagkaroon na rin po ng discussion pero base on presentation of Mr. Lodgene nakikita naman po natin mas mainan narin yun lang po. Pero masyadong detailed po dito. Mas maganda po kung magkakaroon ng certain provisions na mag iinclude po doon sa proposed ordinance na naka tie up doon sa mga klase ng service provider baka mabigyan din po sila ng puwang."

Mr. Lodgene Asuncion: "Singit ko na lang po Atty. and Konsi Bok, yun din po ang problema kung magkakaroon tayo may fee. Kung sino po ang mag so shoulder ng cost of card? Last meeting namin with BEEP may cost talaga yung card, I think **PHP 200.00** or **PHP 250.00 Pesos** per card po ang cost. Siguro bago natin ipasa ang Ordinance malinaw kung saan manggagaling yung pondo at kung sino nag mag so shoulder ng card cost."

Atty Salve Valenciano: "Ang nakikita ko lang pong solution doon ay, a general provision that the City may engage partnership or to a certain service provider not necessary po na i mentioned natin si BEEP o ang name ng provider. Kasi that will be subject for a specific MOA natin sa kanila kung mai pa finalize ang engagement at partnership natin sa kanila. Yun po ay isang proposal with regards po doon, mainam po na na mentioned ni Sir Lodgene kung ano po yung existing condition ng ating mga ICT systems na mayroon na po tayong ginagamit doon po administration ng local government, siguro yun lang din po yung nabanggit nya, I don't know po kung meron pa po siyang gustong idagdag base po doon sa proposal yung **section 5** po kailangan pong ayusin yung **Bacoor Digitalization Task Force** base po siguro doon sa proposal sana magharap harap para po mai formalize or ma i formulate kagaya po yung sinabi ni Sir Lodgene yung ISSP hindi ko po alam kung may other recommendation na inclusion as members doon po sa Task Force base po doon sa proposal. Gusto po ba natin all Department Heads?"

Mr. Lodgene Asuncion: "Siguro po mas maganda mag exert kung may maisasama po natin number 1 yung **Planning Department** and kung sino po sana yung Committee or members kasi may **ISO** po tayo isa po sana sa Committee, kasi sila po ang nag se set po ng standard and business process flow para sa bawat department. ISO din po ang may standard na dapat, at kung sino din po yung member ng Committee ang alam ko parang lahat ng department eh."

Atty Salve Valenciano: "Ang isang naaalala ko po ay parang si **Admin** at na mentioned din po si **HR** parang Co Head po siya ng buong Committee pero may iba iba pa sa QMA natin?"

Mr. Lodgene Asuncion: "Pwede yung member po ng **QMS** kasi dalawa yan eh may **Auditing** at **Document Custodian**, tignan po natin kung anong Committee sa ISO ang pwede nating maging members aside from this sana maisama natin si **City Treasurer** kasi dito sa Ordinance, na mentioned yung mga online payments dapat kasama din po siya."



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Hon. Rogelio M. Nolasco: "Excuse me, we acknowledge the presence from City Treasurer Office, Thank you. Konsi Rey?"

Hon. Reynaldo Palabrica: "Thank you Mr. Chair, with regards to the Proposed Ordinance of ICT Digitalization, I strongly support the implementation as mentioned by Sir Lodgene kanina nagbabago kasi ang technology so mas maganda nasa tama ang bagong technology mayroong basis and action na kailangan sa upgrading tulad ng cellphone at mga software ngayon nagbabago eh so definitely City Of Bacoor mas kailangan ang ganitong ordinance. Yung sa second part item no. 2 nakalagay dito endorsement letter from city mayor itong Beep Card na binabanggit kanina ang request dito according to the letter "To include the Beep Enabled Citizen Card in the Ordinance for Bacoor City Digitalization." Requested by Head of New Business and Partnerships **Marvin Ibanez** and noted by certain **Sharon G. Fong** Chief Commercial Officer AF Payments Inc. Anyway, definitely we should deny this request for technical reason, hindi natin pwedeng ilagay sa Ordinance ang isang Company kasi parang inaward na natin sa kanila exclusively, ang Ordinance kasi, is general in approach not specific so, kapag ganito medyo may problema on our part and legally. And also, may I suggest Mr. Chairman that before, we approve or disapprove this request may we invite this proponent i present dito sa atin kasi tulad nga ng binabanggit ni Sir Lodgene kanina parang may conflict doon sa SBR Card kasi Citizens Card ito eh baka mailto ang mga tao kung anong card ang dapat hawakan kung Beep cards. Kasi Citizens card ito eh."

Hon. Rogelio M. Nolasco: "Actually po, kanina lang din ito pinadala sa amin ito eh."

Hon. Reynaldo Palabrica: "May mga nakikita akong mga implications Mr. Chairman yung SBR card kasi lahat naman ng mga requirements para i implement ang SBR Card ng OMNI Pay ay dumaan naman lahat sa atin yun before, kaya implementation na lang although pina polish na lang kaso nagkaroon ng beads kaya hindi lumabas ang picture kung mapapansin natin ang sinasabi dito the same function ng SBR card siguro hindi naman outright dito pakingan muna or balansihin muna natin kung dapat pa ba ito o hindi na. So this request I respectfully suggest to deffered this time until this certain product is to discussed in Sangguniang Panlungsod. Doon sa Proposed Ordinance Section 5 na binanggit ni Atty. for Bacoor Digitalization Task Force may I suggest Mr. Chairman na one of the Member of Sangguniang Panlungsod kasi mayroon naman tayong tinatawag na oversight function so, to see to it that the Ordinance be implemented properly siguro mas maganda kung mayroong member ng Sangguniang Panlungsod and I strongly suggest that the Chairman of Information and Communication Technology be included in the Task Force kahit hindi naman Vice Chairman, Kahit member lang at least may representative. I totally agreed with Mr. Lodgene that one of the members of Task Force came from ISO Committee kasi we are already practicing the ISO standard and well in fact kaninang umaga, we already approved in our committee so as to maintain the ISO standard of the City of Bacoor. Yun lang po Mr. Chairman." Once again, I strongly requesting this BEEP Company the proponent, be invited to present before the City Councilor.



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Hon. Rogelio M. Nolasco: "Okey, Thank you.

Mr. Lodgene Asuncion: "Suggestion na lang po kasi nabanggit naman ni Mayor na parang gusto niyang subukan ito, pwede naman po tayong magpasa ng isang ordinansa na mag rerequire po tayo ng digital card para sa City of Bacoor not mentioning kung sino ang magiging service provider. Siguro isa na pwedeng pag aralan ng legal department natin kung ano yung pwede nating Ordinance that will adapt a citizen's card at the same time that will roll out to our constituent's para hindi ho tayo limitado sa isang service provider lang. So, kung sino man yung mayroong technology that will comply to our requirements ito po yung pwede nating maging isang partner pagdating sa pag iissue po ng citizens card basta po ayon sa standard ng City Government."

Hon. Reynaldo Palabrica: "Mr. Chair in regards to manifestation of Mr. Lodgene, we already pass an Ordinance, this is an Ordinance requiring all residents to acquire residents card pero hindi rin mentioned doon kung sino yan ang basis ng agreement with OMNI Pay, I totally agreed with Mr. Lodgene kasi pwede naman nating i partner kasi hindi naman exclusive yun sa isang proponent ang ni rerequire lang ng City Government ay isang special residents card. Basta ang paalala ko lang Mr. Chairman as Committee on Rules, we cannot pass an Ordinance benefiting only one. The ordinance must be in general. Mr. Chairman, yun lang ang mga concerns and issues na gusto kong iparating as lead Committee Chairman, again I would like to emphasize that with the Proposed Ordinance specifying that the City of Bacoor ay 100% in support with this Ordinance. Yun lang sa Beep. Pwede naman nating appruban itong isang Ordinansa at separate na lang natin yung sa Beep."

Hon. Rogelio m. Nolasco: "I separate na lang natin yung sa BEEP Inc."

Hon. Reynaldo Palabrica: " As I mentioned earlier maybe we can invite them to analyze or assess their proposal."

Hon. Rogelio M. Nolasco: "Atty. any opinion?"

Atty. Salve Valenciano: "I personally agree naman po doon sa lahat ng manifestation ng Committee Members po and resource person. Yung kanina lang reiterate ko lang din po base sa mga nag raise ng discussion, siguro po ang propose na lang ay to add certain provision sa proposed ordinance na partnership with service providers po parang ang particular without necessarily naming po a specific or certain name po. Yun lang po."

Hon. Reynaldo Palabrica: "Additional provision authorizing the City Government, Local Chief Executive to partner with service provider to implement the full authorization."

Hon. Rogelio M. Nolasco: "Any other question?"



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Hon. Reynaldo Palabrica: "I respectfully move Mr. Chairman to suspend the Committee Hearing regarding the request of BEEP Inc. and also I motioned a favorable to an ordinance expediting and intensifying digitalization efforts for improved public service delivery."

Hon. Alejandro Gutierrez: "Second."

The hearing adjourned at 2:38 P.M.

Prepared By:

EDGARDO B. NOLASCO
CLERK

Attested By:

COUN. ROGELIO "BOK" M. NOLASCO
Chairman

Committee on Information and Communication Technology



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City of Bacoor

OFFICE OF THE SAGGUNYANG PANLUNGSOD

Office of the Sangguniang Panlungsod
Received by: *[Signature]*
Date: *3/5/24*
Time: *6:00am*

COMMITTEE ON INFORMATION AND COMMUNICATION TECHNOLOGY
&
COMMITTEE ON RULES AND PRIVILEGES LAWS AND ORDINANCES

NOTICE OF JOINT COMMITTEE HEARING
(PROOF OF RECEIPT)

March 7, 2024 / 2:30 P.M.

MSBR Conference Room 4th Floor, Bacoor Legislative and Disaster Resilience Building

Subject: *AN ORDINANCE EXPEDITING AND INTENSIFYING DIGITIZATION AND DIGITALIZATION EFFORTS FOR IMPROVED PUBLIC SERVICE DELIVERY AND PROVIDING FUNDS THEREFOR. **PCO 2024-163** dated **February 26, 2024***

NAME	BUSINESS/OFFICE AFFILIATION	CONTACT NUMBER	SIGNATURE/DATE
HON. REYNALDO D. PALABRICA	SP	09190224667	<i>[Signature]</i> 3/5/24
HON. ADRIELITO G. GAWARAN	SP	09260364981	<i>[Signature]</i> 3/5/24
HON. LEVY TELA	SP	loc. 5418	<i>[Signature]</i> 3-5-24
HON. ALEJANDRO F. GUTIERREZ	SP	091151139161	<i>[Signature]</i> 3/5/24
ATTY. EDITH C. NAPALAN	TREASURY	228 238	<i>[Signature]</i> 3/5/24
MS. LYSA BLANCAFLOR	CICRD	09399388306	<i>[Signature]</i> 3/5/24



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City of Bacoor

OFFICE OF THE SAGGUNANG PANLUNGSOD



Bacoor, Calabarzon, Philippines
CXJB+HX3, New Bacoor City Hall Access Rd, Bacoor, Cavite, Philippines
Thursday, 07th March 2024 02:52 PM
ICT - JOINT COMMITTEE HEARING 4TH FLOOR AT MSBR CONFERENCE ROOM



Bacoor, Calabarzon, Philippines
CXJB+HX3, New Bacoor City Hall Access Rd, Bacoor, Cavite, Philippines
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ICT - JOINT COMMITTEE HEARING 4TH FLOOR AT MSBR CONFERENCE ROOM



Bacoor, Calabarzon, Philippines
CXJB+HX3, New Bacoor City Hall Access Rd, Bacoor, Cavite, Philippines
Thursday, 07th March 2024 02:53 PM
ICT - JOINT COMMITTEE HEARING 4TH FLOOR AT MSBR CONFERENCE ROOM



Bacoor, Calabarzon, Philippines
CXJB+HX3, New Bacoor City Hall Access Rd, Bacoor, Cavite, Philippines
Thursday, 07th March 2024 03:01 PM
ICT - JOINT COMMITTEE HEARING 4TH FLOOR AT MSBR CONFERENCE ROOM



Bacoor, Calabarzon, Philippines
CXJB+HX3, New Bacoor City Hall Access Rd, Bacoor, Cavite, Philippines
Thursday, 07th March 2024 02:55 PM
ICT - JOINT COMMITTEE HEARING 4TH FLOOR AT MSBR CONFERENCE ROOM

PICTURES OF JOINT COMMITTEE HEARING ICT-019-S-2024

PCO-2024-163 – AN ORDINANCE EXPEDITING AND INTENSIFYING DIGITIZATION AND DIGITALIZATION EFFORTS FOR IMPROVED PUBLIC SERVICE DELIVERY AND PROVIDING FUNDS THEREFOR. Page 1



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

OFFICE OF THE SANGGUNIANG PANLUNGSOD

PCO 2024-163 - AN ORDINANCE EXPEDITING AND INTENSIFYING DIGITIZATION EFFORTS FOR IMPROVED PUBLIC SERVICE DELIVERY AND PROVIDING FUNDS THEREFOR.



Republic of the Philippines
Province of Cavite
CITY OF BACOR

Office of the Mayor

CGBCR-MO-05-F03.00
10/20/2023

15 February 2024

HON. ROWENA BAUTISTA-MENDIOLA
Vice Mayor
City Government of Bacoor
Legislative Building
Bacoor Government Center
Barangay Bayanan, Bacoor City, Cavite

THRU: ATTY. KHALID ATEGA JR.
Sangguniang Panlungsod Secretary

SUBJECT: REQUEST FOR A CITY ORDINANCE ON INTENSIFIED DIGITIZATION AND DIGITALIZATION EFFORTS OF THE CITY GOVERNMENT OF BACOR.

Dear Hon. Bautista-Mendiola,

Greetings in the name of public service!

The City Government of Bacoor envisions itself as a model first-class city. It has a mission to institute and promote the well-being and general welfare of its constituents. To fulfill this noble mission, we would like to intensify the efforts of the City Government on digitization and digitalization in the delivery of public services.

This is in line with the directive of H.E. Pres. Ferdinand Marcos Jr. as stated in his 24 July 2024 State of the Nation Address and in SONA Directive No. PBBM-2023-041 signed by Executive Secretary Lucas P. Bersamin.

Even before this directive the City Government has already embarked on innovative purpose through City Ordinance No. CO 002-2022 and the implementation of the E-Governance Program. The proposed city ordinance tends to institutionalize the efforts of the City Government of digitization and digitalization and to set specific goals for achieving the same.

Attached herewith is a copy of the proposed city ordinance for your reference.

Respectfully yours,



Strike B. Revilla
STRIKE B. REVILLA
City Mayor



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OFFICE OF THE SANGGUNIANG PANLUNGSOD



OFFICE OF THE CITY LEGAL SERVICE

ENDORSEMENT LETTER NO. 242 SERIES OF 2024

TO: **ATTY. PAUL MICHAEL SANGALANG**
Office of the City Mayor

SARAH LAGASCA *2/15/24 11:20 AM*
Office of the City Mayor

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

SUBJECT: **FORMAL TRANSMITTAL PROPOSED CITY ORDINANCE**

**THE 2024 BACOR CITY INTENSIFIED DIGITALIZATION
ROADMAP ORDINANCE**

DATE: **15 FEBRUARY 2024**

This is to formally transmit to your good office the following documents for the signature of the City Mayor and for further endorsement to the Sangguniang Panlungsod:

1. One (1) Proposed City Ordinance - The 2024 Bacoor City Intensified Digitalization Roadmap Ordinance;
2. One (1) endorsement letter of the City Mayor to the Vice-Mayor on the subject proposed city ordinance.

Thank you.

RESPECTFULLY,

ATTY. NATHANIEL C. DE LEON
Office of the City Legal Service

REVIEWED AND APPROVED BY:

ATTY. KIM NYCA R. LOFRANCO
City Legal Officer

OFFICE OF THE
SANGGUNIANG PANLUNGSOD
RECEIVED
BY: ARIEL

DATE: *2/15/24* TIME: *4:03*
BACOR CITY, CAVITE



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OFFICE OF THE SANGGUNIANG PANLUNGSOD

PROPOSED CITY ORDINANCE NO. _____

**AN ORDINANCE EXPEDITING AND INTENSIFYING
DIGITIZATION AND DIGITALIZATION EFFORTS
FOR IMPROVED PUBLIC SERVICE DELIVERY
AND PROVIDING FUNDS THEREFOR**

WHEREAS, the City Government of Bacoor envisions itself as a model first-class city, home of resilient, empowered, environment-friendly citizens, with a mission the institution of good governance, promotion of culture, trade, and investment through modern technology;

WHEREAS, the City Mayor signed City Ordinance No. CO 002-2022 or the Bacoor E-Governance Ordinance, which institutionalized online paperless transactions that are citizen-centered, responsive, efficient, and transparent to eliminate corruption and inefficiency at every level of governance using the internet and other modern technologies;

WHEREAS, two years from the approval of City Ordinance No. CO 002-2022, the City Government of Bacoor has already engaged several private entities for the implementation of the E-Governance Program;

WHEREAS, His Excellency – President Ferdinand Marcos Jr., in his State of the Nation Address on 24 July 2024 and in SONA Directive No. PBBM-2023-041, signed by Executive Secretary Lucas P. Bersamin, has directed that the government must fully embrace a fully transformative policy direction where digitalization is aimed to provide better service to the people through its vital frontline services and its back-end functions because digitalization will support the government's data-driven and science-based planning and decision making;

WHEREAS, the City Government of Bacoor, through the leadership of Mayor Strike B. Revilla, believes that there is still room to improve and to intensify our efforts in digitalization and support the call of the President – His Excellency, Ferdinand Marcos Jr.;

WHEREAS, there is a need to institutionalize the City Government's immediate plans to achieve significant digitalization of the processes and transactions of the City Government;

WHEREAS, Section 11 (a) (5) of the Bacoor City Charter provides that the Sangguniang Panlungsod is empowered to approve ordinances that shall ensure the efficient and effective delivery of the basic services and faculties as provided for under the Local Government Code;

NOW THEREFORE, be it ordained by the 5th Sangguniang Panlungsod of the City of Bacoor THAT:

SECTION 1. SHORT TITLE. This Ordinance shall be entitled "The 2024 Bacoor City Intensified Digitalization Roadmap Ordinance".

SECTION 2. SCOPE AND COVERAGE. This Ordinance shall cover all frontline and back-end transactions of the City Government of Bacoor.

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SECTION 3. DECLARED POLICIES. The implementation and execution of this Ordinance shall be guided by the following and their eventual realization:

1. Provide an affordable, efficient, and cost-effective digital public service to Bacoor residents through the deployment of modern information technologies in the delivery of services;
2. Integrate, streamline, and improve the interconnectivity of City Government departments, offices, and units;
3. Preserve the integrity and confidentiality of data collected or acquired from clients of the City Government in the delivery of services and governmental transactions;

SECTION 4. DEFINITION OF TERMS. The following terms used in this Ordinance shall be defined as follows:

1. Digitization – refers to the technical conversion of physical, analog originals to digital copies using electronic devices;
2. Digitalization – refers to the adoption of digital technologies to upgrade processes and systems in order to create innovative ways of providing better service and obtaining better benefits;
3. Digital Transformation - refers to the cultural, organizational, and operational change in an organization, industry, or ecosystem through the smart integration of digital technologies, processes, and competencies across all levels and functions in a staged and strategic way;
4. Digital skills - refer to a range of skills encompassing a combination of behaviors, expertise, know-how, work habits, character traits, dispositions, and critical understanding of the use of digital devices, communication applications, and networks to access and manage information;
5. Digital services - refer to public or private services that can be delivered through digital communication, such as the Internet, mobile phone networks that might include delivery of digital information, data or content, or transactional services;
6. Digital technology- refers to any product or service that can be used to create, view, distribute, modify, store, retrieve, transmit,
7. Digital technology- refers to any product or service that can be used to create, view, distribute, modify, store, retrieve, transmit, and receive information electronically in a digital form, such as personal computers and devices like desktops, laptops, netbooks, tablet computer, smartphones, games consoles, media players, e-book readers, as well as digital television, robots, personal assistant smart devices, and smart boards;
8. Digital tools- refer to technologies used for a given purpose or for carrying out a particular function of information processing, communication, content creation, safety, or problem-solving.
9. E-readiness (electronic readiness)- refers to a measure of the degree to which the City is prepared to partake in electronic activities and, thus, benefit from ICT in education.

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10. Innovation - refers to the creation of new ideas using new or existing technologies that result in the development of new or improved products, processes, or services, which are then spread or transferred across the market.

SECTION 4. KEY AREAS OF THE 2024 BACOR DIGITIZATION AND DIGITALIZATION ROAD MAP. The Bacoor Digitalization Roadmap shall contain the following key areas:

1. Integration of government services, processes, and information of all City Government departments, offices, and units from front-line to back-end functions under a system that allows the coordination by and among departments, offices, and units where facts and circumstances relative to the progress or status of such document or transaction may be tracked;
2. Availability of online, digital, remote, and mobile payment systems for payment of taxes, fees, and charges due to the City Government.
3. Significant Reduction of analog paper-based files, documents, and papers while transitioning to a majority paperless City Government unless otherwise specifically required by law or ordinance;
4. Preservation of accumulated data and its appropriate utilization for empirical-based decision-making.
5. Implementation of an appropriate Digital system in the public administration of and provision of services to improve its efficiency and ensure optimized and cost-effective utilization of the Digital system.
6. Development of standards, rules, and procedures on a Digital system and the development of an essential Digital infrastructure in order to meet international standards and to create and improve the work process of the City Government in a way that promotes mutual compatibility, interconnectivity, data sharing as well as security and credibility, integration and unity between offices through cooperation, leading to the development of efficient services delivery and integrated public administration and services, and allowing for easy access by the people.
7. Creation and development of a practical and credible security system to be implemented within the digital system and a protection measure for data that might affect public security or privacy.
8. Disclosure of public data or announcements produced and possessed by the government through Digital means for the purpose of creating easy access to the public, promoting their involvement in and inspection of governmental operations, and enabling them to further use the data to develop innovations and services which would be beneficial to the City of Bacoor in certain aspects.
9. Maintenance of governmental financial and fiscal discipline and enhancement of the efficiency in government spending and budgeting in order to ensure their optimization and effectiveness, including monitoring, inspection, and cost-effectiveness evaluation, through a Digital means of operations in carrying out public administration and services, as well as

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developing a mechanism which utilizes data to reduce redundancy and enhance mutual compatibility, to the working plans and projects.

SECTION 5. MINIMUM REQUIREMENTS OF DIGITIZATION AND DIGITALIZATION. The following concrete goals and objectives are desired by the City Government to be actualized within 2024 or as soon as possible.

1. A secured computer platform or software connecting all City Government departments, offices, and units where transfer and endorsement of information, data, files, and documents may be had.

This secured computer platform or software must be available 24/7, which may be remotely accessed by permitted officers and personnel of the City Government.

2. Ensure that the most common and available mobile wallets, online banking, and other forms of digital financial services will be available for use to electronically pay taxes, fees, and other charges due to the City Government;
3. Transforming or converting existing original paper-based files of the City Government's departments, offices, and units to digital formats that are accessible using a computer or another digital device
4. Secure a seal of registration from the National Privacy Commission and ensure the integrity of data and information acquired by the City Government through compliance with Republic Act No. 10173, also known as the Data Privacy Act of 2012 and relative issuances of the National Privacy Commission.

SECTION 5. BACOR DIGITALIZATION TASK FORCE. The Bacoor Digitalization Task Force is hereby created with the following composition:

1. The City Mayor as Chairperson;
2. The City Administrator as Co-Chairperson;
3. The E-Governance Department Head as Vice-Chairperson;
4. The City Planning and Development Coordinator's Office as Secretariat;
5. The following shall be the members of the task force:
 - a. The City Legal Officer;
 - b. The City Budget Officer;
 - c. The Bacoor ARTA Officer.

SECTION 6. DUTIES AND FUNCTIONS OF THE BACOR DIGITIZATION AND DIGITALIZATION TASK FORCE. The Bacoor Digitalization Task Force will be primarily in charge of planning and implementing the 2024 Bacoor Digitalization Roadmap. As an immediate and priority project of the City Government, the Bacoor Digitalization Task Force shall meet once a month or as needed to fulfill the goals and objectives of this Ordinance. The Task Force can tap the assistance or expertise of additional national

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government agencies or local offices to implement this Ordinance effectively and efficiently. In addition, it shall be in charge of:

1. To recommend policies and formulate Digital government development plans;
2. To specify the principle of governmental data governance as a foundation and guideline to ensure compliance with this Act;
3. To determine standards, regulations, and rules in relation to the Digital system for the purpose of achieving the objectives of this Ordinance;
4. To determine a guideline on the development of government personnel capabilities for the benefit of public administration and service delivery through the Digital system;
5. To recommend to the City Mayor or the Sangguniang Panglungsod the issuance of regulations or notifications for the execution of this Ordinance;

SECTION 7. APPROPRIATION. Funding for the implementation of this Ordinance and the 2024 DIGITIZATION AND DIGITALIZATION ROAD MAP shall be appropriated from the General Fund of the City Government or from other lawful sources.

SECTION 8. SEPARABILITY CLAUSE. In case any provision of this Ordinance is found void by a court of law, the other provisions hereof not affected by such declaration shall remain valid.

SECTION 9. REPEALING CLAUSE. All ordinances, resolutions, executive orders, and issuances inconsistent with the provisions of this Ordinance are hereby repealed, modified, or amended accordingly.

SECTION 10. IMPLEMENTING RULES AND REGULATIONS. The BACOR DIGITIZATION AND DIGITALIZATION TASK FORCE shall formulate the implementing rules and regulations of this Ordinance.

SECTION 11. EFFECTIVITY CLAUSE. This Ordinance shall become effective fifteen (15) days after it has been published at least once in a newspaper of general circulation in the City of Bacoor, Cavite, and submitted to the UP-ONAR.

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beep



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Makati City, Philippines



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Smart line: 0998-581-9675

6 March 2024

HON. ROGELIO M. NOLASCO

Committee Chairman, Information and Communication Technology

OFFICE OF THE SANGGUNIANG PANLUNGSOD

4th Floor, Bacoor Legislative and Disaster

Resiliency Building, Bayanan, Bacoor City, Cavite

Subject: Request to Include the Beep Enabled Citizen Card in the Ordinance for Bacoor City's Digitalization

Dear Hon Chairman Nolasco,

Greetings from AF Payments Inc. and I trust this message finds you well! We are writing to you Sir, to request for the inclusion of Beep Enabled Citizen Card in the proposed Ordinance for Bacoor City's Digitalization. We have discussed with Atty. Kim Lofranco the items we suggested to be included in the drafted ordinance for digitalization.

We thought of requesting the inclusion of the citizen card in the ordinance since this was part of our discussed proposal to Mayor Strike Revilla last January 23, 2024.

The beep enabled citizen card is a strong tool and enabler towards Bacoor City digitalization, allowing and empowering the residents to transact with convenience. The merchants will have more ease of doing business.

As discussed with Atty. Lofranco, here are the items we wish to be included in the digitalization ordinance.

- Citizen Card with Beep Functionality to be issued to Bacoor City residents.
- Beep Citizen Card features that will benefit the residents of Bacoor City:
 - Beep Citizen Cards are interoperable and can be used to pay for fare at LRT, MRT, buses and modernized jeeps with AFCS device, in Metro Manila and provinces.
 - Beep Citizen Cards are customizable in design.
 - Beep Citizen Card can be used for efficient funds disbursement to:
 - Senior Citizens
 - Scholar Students
 - Regular Citizens
 - Beep Citizen Card can provide data and business analytics to help in governance.
 - Beep Citizen card can be used for payment to retail stores in Bacoor City (SMEs, Pharmacies, Convenience Stores, Market, Malls)
 - Beep Citizen Cards can make use of the beep app to check their card balance, transaction history, buy load online, purchase QR tickets, and earn rewards!
 - Beep Citizen Cards can be shown to partner merchants and retailers, for exclusive discounts and promotions.

Should you have any clarifications, please feel free to contact me at 0918 9134001 or email me at marvin.ibanez@afpayments.com. Thank you, Sir.

Very truly yours,

MARVIN IBANEZ

Head for New Business and Partnerships
AF Payments Inc.

Noted by:

SHARON G. FONG
Chief Commercial Officer
AF Payments Inc.



@beep_card



www.beep.com.ph