



Republic of the Philippines
Province of Cavite
City of Bacoor

Office of the City Legal Officer
Received by: August Pring
Date: 05 AUG 2023
Time: 4:20 pm

5th SANGGUNIANG PANLUNGSOD

COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION

COMMITTEE HEARING REPORT

CEAGR-PCR-388-2023

Subject: A resolution concurring in the appointment of Atty. Kim Nyca R. Lofranco as the City Government Department Head I (City Legal Officer I) under the City Legal Office.

The above mentioned subject matter underwent its first reading on September 04, 2023 during the 59th Regular Session of the Sangguning Panlungsod. The said subject matter was referred by the Presiding Officer Hon. Rowena Bautista Mendiola to the Committee on Ethics, Appointments, and Government Reorganization.

The Committee on Ethics, Appointments and Government Reorganization sent out invitations to the resource persons and conducted a committee hearing on September 07, 2023 at the Session Hall of the Sangguniang Panlungsod at 8:30 a.m.

FINDINGS:

A City Legal Officer is responsible in formulating measures, develop plans and strategies, investigate on administrative cases, draft or review issuances or instruments, recommend measures related to upholding the rule of law, render legal opinion, and represent the City as counsel as well as prosecute in its behalf. Together with a team of competent attorneys and legal support staff, the Office of the City Legal Service likewise extends legal advice to walk-in visitors/constituents in the interest of justice.

A City Legal Officer is also tasked to perform such other duties and functions and exercise such other powers as provided for under the Local Government Code of 1991, and those that are prescribed by law or ordinance.



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5th SANGGUNIANG PANLUNGSOD

RECOMMENDATION:

In compliance with the documentary requirements of the Civil Service Commission, the Committee respectfully recommends that the Sangguniang Panlungsod **APPROVE** the concurrence of Atty. Kim Nyca R. Lofranco as City Government Department Head I (City Legal Officer I) under the City Legal Office during the 60th Regular Session of the Sangguniang Panlungsod.

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


Signed this 11th day of September 2023 at the City of Bacoor, Cavite.




Republic of the Philippines
Province of Cavite
City of Bacoor

5th SANGGUNIANG PANLUNGSOD

Committee on Ethics, Appointments and Government Reorganization



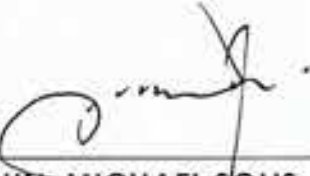
COUN. REYNALDO C. PALABRICA
Chairman



COUN. ALEJANDRO F. GUTIERREZ
Vice Chairman




COUN. ALDE PAGULAYAN
Member



COUN. MICHAEL SOLIS
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: *[Signature]*
Date: 10 AUG 2023
Time: 4:30 pm

5th SANGGUNIANG PANLUNGSOD

COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION

COMMITTEE HEARING MINUTES

CEAGR-PCR-388-2023

Subject: *A resolution concurring in the appointment of Atty. Kim Nyca R. Lofranco as the City Government Department Head I (City Legal Officer I) under the City Legal Office.*

1. The committee hearing was called to order at exactly 8:30 a.m. on September 04 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.
3. The Presiding Officer introduced the members of the committee and City Councilors present.
4. The Presiding Officer asked the resource persons to introduce themselves before the Honorable Committee.
5. The Presiding Officer asked Atty. Kim Nyca R. Lofranco the duties and responsibilities of a City Legal Officer.
6. Atty. Kim Nyca R. Lofranco enumerated the duties and responsibilities of a City Legal Officer which include the drafting, review and revision of ordinances and executive orders, implementing rules and regulations. She added that reviewing of contracts to be entered in to by the City Mayor is also included in the responsibilities of a City Legal Officer.
7. Atty. Kim Nycal R. Lofrance also said that a City Legal Officer is also responsible in formulating measures, develop plans and strategies, investigate on administrative cases, draft or review issuances or instruments, recommend measures related to upholding the rule of law, render legal opinion, and represent the City as counsel as well as prosecute in its behalf. Together with a team of competent attorneys and legal support staff, the Office of the City Legal Service likewise extends legal advice to walk-in visitors/constituents in the interest of justice.
8. The Presiding Officer showed his astonishment on the narration and explanation made by Atty. Nyca R. Lofranca.
9. The Presiding Officer asked the comments/suggestions of the HRDMD Head, Ms. Natividad Ludwig Ople.
10. Ms. Natividad Ludwig Ople manifested that Atty. Lofranca met the minimum requirement of the position including the five years related work experience.



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City of Bacoor

5th SANGGUNIANG PANLUNGSOD

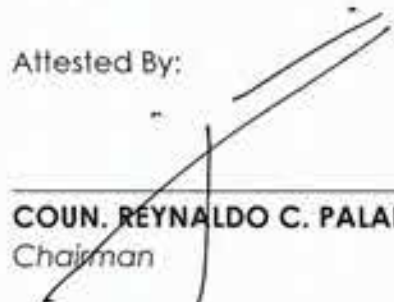
11. The Presiding Officer asked the opinion of the City Budget Officer, Ms. Elvina Guerrero regarding the above-subject matter.
12. The City Budget Officer manifested that the position of a City Legal Officer is funded in the annual budget.
13. The Presiding Officer asked the council members for comments and opinions.
14. Hon. City Councilor Levy Tela said that he sees no problem in the appointment of Atty. Loftanca.
15. There being no matters to be discussed, City Councilor Hon. Reynaldo Palabrica suggested that the hearing be moved for the adjournment.
16. Hearing no objection, the Presiding Officer declared that the hearing is adjourned.
17. The committee hearing ended at exactly 9:00 a.m

Prepared By:



RONALDO M. VERONA
Staff

Attested By:



COUN. REYNALDO C. PALABRICA
Chairman



Republic of the Philippines
Province of Cavite
City of Bacoor

5th SANGGUNIANG PANLUNGSOD

Committee on Ethics, Appointments and Government Re Organization

NOTICE OF COMMITTEE HEARING

(PROOF OF RECEIPT)

(Sept. 07, 2023, 8:30 AM)

(SP Session Hall)

Subject: A RESOLUTION FOR THE CONCURRING THE APPOINTMENT OF KIM NYCA R. LOFRANCO AS THE CITY GOVERNMENT DEPARTMENT HEAD I (CITY LEGAL OFFICER I) UNDER THE CITY LEGAL OFFICE (PCR No. 388-2023) dated (Sept. 04, 2023).

NAME	OFFICE AFFILIATION	CONTACT NUMBER	SIGNATURE/DATE
HON. LEVY TELA			
HON. ALEJANDRO GUTIERREZ	SP		<i>[Signature]</i> 9/6/23
HON. ADRIELITO GAWARAN	SP		<i>[Signature]</i> 9/6/23
HON. ROGELIO NOLASCO	SP	0929-814-0945	<i>[Signature]</i> 9/6/23
HON. SIMPLICIO DOMINGUEZ			Trixie Dominguez 9/6/23
Ms. NATIVIDAD LUDWIG OPLE (HRDMD)			Joyce Iba 9/6/23 1040m
Atty. AIMEE TORREFRANCA NERI City Admin			<i>[Signature]</i> 10:50am 9-6-23
Atty. KIM NYCA LOFRANCO City Admin			<i>[Signature]</i> 10:30am 9-6-23
Ms. ELVIÑA GUERRERO (City Budget)			<i>[Signature]</i> 9-6-23 10:34

OK



Republic of the Philippines
Province of Cavite
City of Bacoor

5th SANGGUNIANG PANLUNGSOD

Committee on Ethics, Appointments and Government Re Organization

ATTENDANCE OF COMMITTEE HEARING

(Sept. 07, 2023, 8:30 AM)
(SP Session Hall)

Subject: A RESOLUTION FOR THE CONCURRING THE APPOINTMENT OF KIM NYCA R. LOFRANCO AS THE CITY GOVERNMENT DEPARTMENT HEAD I (CITY LEGAL OFFICER I) UNDER THE CITY LEGAL OFFICE (PCR No. 388-2023) dated (Sept. 04, 2023).

NAME	OFFICE AFFILIATION	CONTACT NUMBER Email Address	SIGNATURE/DATE
Atty. Kim Nyca Lofranco	OCLC	09178146541 atty.knrl@bacoor.gov.ph	nyca
ELVINA S. GUERRERO	CITY BUDGET OFFICE	09289009896	Guerrero
Nestorides Ludwig E. Ople	City Govt Dept Head I	09163417787	Ludwig
ARMAN RUBEN	LEDIPO		Ruben
Jayeth Angen	LEDIPO	09126320474	Angen
KEL MERCADO	LEDIPO	09773644960	Mercado
Elmer G. Jimenez	BAO	09567462279	Jimenez

PCO 2022-059 – PROPOSED CITY ORDINANCE MERGING VARIOUS BARANGAYS IN THE CITY OF BACOOR, CAVITE TO ENSURE THEIR ECONOMIC GROWTH AND DEVELOPMENT, RENAMING THE MERGED BARANGAYS, AND APPROPRIATING FUNDS FOR THE HOLDING OF A PLEBISCITE FOR THE APPROVAL HEREOF AS MANDATED BY LAW.





PCR 388-2023: A RESOLUTION FOR THE CONCURRING THE APPOINTMENT OF KIM NYCA R. LOFRANCO AS THE CITY GOVERNMENT DEPARTMENT HEAD I (CITY LEGAL OFFICER I) UNDER THE CITY LEGAL OFFICE.



Republic of the Philippines
Province of Cavite
CITY OF BACOOR

HUMAN RESOURCES DEVELOPMENT and MANAGEMENT DEPARTMENT
2nd Floor, Cavite City Hall Building, National Government Center, 1875 1st Street, Cavite City, Cavite, 4107
Tel. No. (02) 801-4111, 4112, 4113, 4114, 4115, 4116, 4117, 4118, 4119, 4120

HON. ROWENA BAUTISTA - MENDIOLA
City Vice Mayor
City of Bacoor

Dear Madam:

Greetings!

In compliance with the documentary requirements of the Civil Service Commission, may we request from your good office to include in the minutes of your regular session the concurrence of **KIM NYCA R. LOFRANCO** as the *City Government Department Head I (City Legal Officer I)* under the City Legal Office effective **8/16/23**.

Thank you

Kind regards,

N. Ople
NATIVIDAD LUOWIG I OPLE
City Government Department Head I

Noted by

[Signature]
STRINE B. REVILLA
City Mayor

[Handwritten notes]



BACK



CS Form No. 222
Revised 2017

PERSONAL DATA SHEET

ATTENTION: Any misstatements or omissions in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative charges against the position applicant.

Check and SIGN AND DATE TO PRINT OUT THE PERSONAL DATA SHEET BEFORE SUBMITTING THE FORMS.

For every submission, I declare that the information provided is TRUE and CORRECT.

DATE: _____

1. SURNAME LOFRANCO		2. SEX <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	
3. DATE OF BIRTH 19901117		4. PLACE OF BIRTH STA. MARIA BULACAN	
5. HEIGHT 170		6. WEIGHT 62	
7. BLOOD TYPE O		8. EDUCATION	
9. MARITAL STATUS Single		10. PRESENT ADDRESS LOT 10A, BLOCK 2 MAGSAYSAY STREET, VILLAGE BACOR, Cavite	
11. PASSPORT NO. L2113723491		12. PRESENT EMPLOYER AGGATE HOMER BULACAN	
13. MAIL ADDRESS 24-1121 5B-3		14. TELEPHONE NO. 0917-3148341	
15. FAX NO. 272-620-569-600		16. E-MAIL ADDRESS lofranco@aggate.com	
17. PRESENT EMPLOYER N/A		18. NAME OF EMPLOYER (if applicable)	
19. POSITION N/A		20. DATE OF BIRTH (if applicable)	
21. OCCUPATION N/A		22. NAME OF EMPLOYER (if applicable)	
23. BUSINESS ADDRESS N/A		24. POSITION (if applicable)	
25. TELEPHONE NO. N/A		26. DATE OF BIRTH (if applicable)	
27. FATHER'S SURNAME LOFRANCO		28. FATHER'S FULL NAME RAYMON DAVID	
29. MOTHER'S SURNAME RAMOS		30. MOTHER'S FULL NAME NANCY OLIVERA	

26. LEVEL	NAME OF SCHOOL	DATE OF COMPLETION (MM/YY)	27. GRADE POINTS		28. GRADE	29. YEAR OF COMPLETION	30. TYPE OF DEGREE
			1990	2000			
ELEMENTARY	S.S. MONTESSORI	ELEMENTARY	1984	2000	GRADUATE	2000	N/A
SECONDARY	JESUS IS LORD COLLEGE'S FOUNDATION	HIGH SCHOOL	2002	2004	GRADUATE	2004	N/A
UNIVERSITY / TRADE COURSE	N/A	N/A	N/A	N/A	N/A	N/A	N/A
COLLEGE	UNIVERSITY OF THE PHILIPPINES DILIMAN	BACHELOR OF ARTS IN POLITICAL SCIENCE	2004	2008	GRADUATE	2008	N/A
POSTGRADUATE	SAN BENEDICT COLLEGE OF LAW	BACHELOR OF LAWS	2010	2017	GRADUATE	2017	N/A

APPROVED BY: _____

SIGNATURE <i>[Signature]</i>		DATE 09/01/2023	
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34. Are you related by consanguinity or affinity to the appointing or recommending authority, or chief of bureau or office or to the person who has immediate supervision over you in the Bureau or Department where you will be appointed.

a. within the third degree?

b. within the fourth degree (for Local Government Unit - Career Employees)?

YES NO
 YES NO
 IF YES, give details: _____

35. a. Have you ever been found guilty of any administrative offense?

b. Have you been criminally charged before any court?

YES NO
 IF YES, give details: _____

YES NO
 IF YES, give details: _____
 Case No: _____
 Date of Case: _____

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?

YES NO
 IF YES, give details: _____

37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dismissal from the office, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?

YES NO
 IF YES, give details: _____
 Institution: _____

38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?

b. Have you resigned from the government service during the three (3) month period before the last election to promote/actively campaign for a national or local candidate?

YES NO
 IF YES, give details: _____

YES NO
 IF YES, give details: _____

39. Have you acquired the status of an immigrant or permanent resident of another country?

YES NO
 IF YES, give details (country): _____

40. Pursuant to (a) Indigenous People's Act (IPA 6374); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2020 (RA 8972), please answer the following:

a. Are you a member of any indigenous group?

b. Are you a person with disability?

c. Are you a solo parent?

YES NO
 IF YES, please specify: _____


YES NO
 IF YES, please specify ID No: _____

YES NO
 IF YES, please specify ID No: _____


41. REFERENCES (You are responsible for providing all supporting documents)

NAME	ADDRESS	TEL. NO.
ATTY. FRA ONG	MARINA CITY	927242994
ATTY. ENGEL ANG TONG	QUEZON CITY	0915635828
WADEL S. CABRERA III	QUEZON CITY	0917824626

42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that my misrepresentation made in this document and its attachments shall incur the filing of administrative/criminal case/s against me.



KIM MYCA R. LOZANO

Government Issued ID (any type) (RA 9008) (Date of Issue)	PLEASE INDICATE ID Number and Date of Issuance	 Signature (Date of Issuance) 09/01/2023 Date Issued/Valid	Page No. _____ Page(s) _____
Government Issue ID	UIND		
ID Identification No.	011102129387		
Date/Place of Issuance	SBS - MEYCAUAYAN		

SUBSCRIBED AND SWORN to before me this SEP 01 2023 at _____ (Municipality) where validly issued government ID.

Doc. No. 440
 Fee No. 92
 Date 19
 Hour 20

Person Administering Oath

