



**COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION
COMMITTEE ON RULES, PRIVILEGES, LAWS AND ORDINANCES**

JOINT COMMITTEE HEARING REPORT
NO. EAGR-020-S-2025

Office of the Sangguniang Panlungsod
Received by: Janet Pring
Date: 11/19/2025
Time: 9:19 am

Subject: **AN ORDINANCE INSTITUTIONALIZING AND STRENGTHENING THE OFFICE OF THE CITY ADMINISTRATOR OF THE CITY GOVERNMENT OF BACOR, EXPANDING ITS AUTHORITY AND OPERATIONAL FUNCTIONS, CREATING THE POSITION OF ASSISTANT CITY ADMINISTRATOR, DEFINING THEIR RESPECTIVE POWERS, DUTIES AND RESPONSIBILITIES, AND FOR OTHER RELATED PURPOSES. (PCO 2025-058 dated 27 October 2025).**

This committee report pertains to the committee hearing conducted on October 30, 2025 relative to the above-stated subject matter. The hearing was presided over by Hon. Miguel N. Bautista, Chairperson of the Committee on Ethics, Appointments and Government Reorganization and was held at the Sangguniang Panlungsod Session Hall situated on the 6th Floor of the BLDR Building, Bacoor Government Center, Barangay Bayanan, Bacoor City, Cavite.

The following members of the following Committees were in attendance:

Name of Committee	Members Present
COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION	Coun. Miguel N. Bautista Coun. Reynaldo D. Palabrica Coun. Rogelio M. Nolasco
COMMITTEE ON RULES, PRIVILEGES, LAWS AND ORDINANCES	Coun. Reynaldo D. Palabrica Coun. Levy M. Tela Coun. Reynaldo M. Fabian

Resource persons who were invited days before the hearing were also present. Attached as an integral part of this Committee Report is the Attendance Sheet of the said hearing.

FINDINGS:

- The enactment of this ordinance will formalize the organizational framework of the Office of the City Administrator, institutionalize best practices in city administration, and promote greater transparency and accountability in the day-to-day operations of the City Government;
- The City Administrator serves as the institutional mechanism for inter-office coordination, directly assisting the City Mayor in achieving effective local governance;





- It is deemed necessary and proper to institutionalize the office of the City Administrator as a permanent office within the City Government of Bacoor, defining its authority, structure, and staffing in accordance with existing laws, regulations, and administrative standards;
- The ordinance shall be known as the **"Ordinance Strengthening the Office of the City Administrator of the City Government of Bacoor"**;
- The position of Assistant City Administrator can't be found in the Local Government Code. The correct position title should be **City Government Assistant Department Head 1** with a **Salary Grade 23** which is aligned with the Civil Service Commission (CSC) qualification standards;
- To carry out the intent and purpose of this ordinance, the initial funding requirements for the creation of the position of **City Government Assistant Department Head 1** with **Salary Grade 23**, shall be charged against available funds of the City Government of Bacoor, subject to the usual accounting and auditing rules and regulations.

RECOMMENDATION:

In view of the foregoing, the Committee found the proposed measure meritorious and recommends its **APPROVAL**.

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

Signed this 3rd day of November 2025 at the City of Bacoor, Cavite

COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION

COUN. MIGUEL N. BAUTISTA
Chairperson

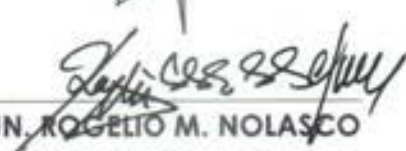


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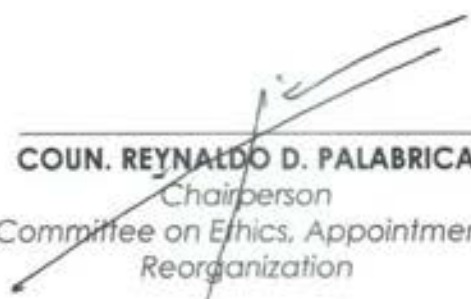





COUN. CATHERINE S. EVARISTO
Member

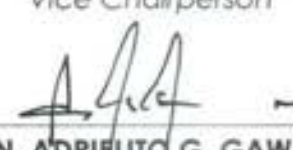

COUN. ROGELIO M. NOLASCO
Member

COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES


COUN. REYNALDO D. PALABRICA
Chairperson

Vice Chairperson, Committee on Ethics, Appointments and Government
Reorganization


COUN. LEVY M. TELA
Vice Chairperson


COUN. ADRIELITO G. GAWARAN
Member


COUN. REYNALDO M. FABIAN
Member





COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION
COMMITTEE ON RULES, PRIVILEGES, LAWS AND ORDINANCES

MINUTES OF THE JOINT COMMITTEE HEARING
NO. EAGR-020-S-2025

Office of the Sangguniang Panlungsod
Received by: 9:19 am
Date: 2025
Time: 9:19 am

Subject: **AN ORDINANCE INSTITUTIONALIZING AND STRENGTHENING THE OFFICE OF THE CITY ADMINISTRATOR OF THE CITY GOVERNMENT OF BACOR, EXPANDING ITS AUTHORITY AND OPERATIONAL FUNCTIONS, CREATING THE POSITION OF ASSISTANT CITY ADMINISTRATOR, DEFINING THEIR RESPECTIVE POWERS, DUTIES AND RESPONSIBILITIES, AND FOR OTHER RELATED PURPOSES. (PCO 2025-058 dated 27 October 2025).**

A committee hearing was held on October 30, 2025 at the Sangguniang Panlungsod Session Hall regarding the aforementioned subject matter with the following attendees. (See attached attendance sheet)

The hearing was presided over by Committee Chair Hon. Miguel Baulista. He also led the prayer, gave his opening remarks and acknowledged the presence of all the committee members and resource persons as well.

Members recognized the necessity of the Ordinance to streamline administrative operations, strengthen inter-office coordination, and enhance the delivery of public services.

Clarifications were made regarding the scope of duties, funding source, and appointment processes, ensuring compliance with existing civil service and budgetary requirements.

The position of Assistant City Administrator can't be found in the Local Government Code. The correct position title should be **City Government Assistant Department Head 1** with a **Salary Grade 23** which is aligned with the Civil Service Commission (CSC) qualification standards.

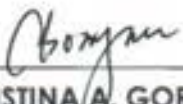
The Body agreed that the proposal aligns with the goals of the local reorganization plan and will support the efficient management of City programs.

There being no other matters to be discussed, the hearing was adjourned at 11:05 am.





Prepared:


MA. CRISTINA A. GOROSPE
Local Legislative Staff Asst. 1

Attested:


COUN. MIGUEL N. BAUTISTA
Chairperson
Committee on Ethics, Appointments
and Government Reorganization





**COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION
COMMITTEE ON RULES, PRIVILEGES, LAWS AND ORDINANCES**

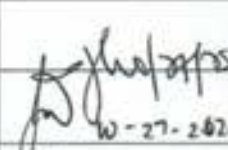
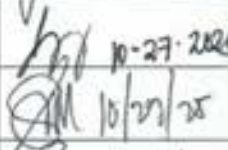
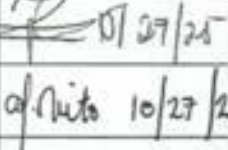
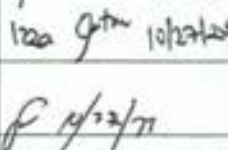
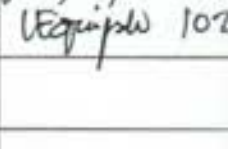
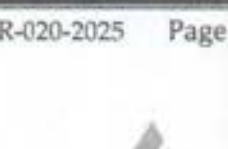
**NOTICE OF THE JOINT COMMITTEE HEARING
(PROOF OF RECEIPT)**

October 30, 2025 / 10:00 am

Office of the Sangguniang Panlungsod
Received by: Janet Pring
Date: 30 OCT 2025
Time: 10:00 AM

Bacoor Legislative & Disaster Resilience Building, Sangguniang Panlungsod Session Hall,
6th Floor, Bacoor Government Center)

Subject: **AN ORDINANCE INSTITUTIONALIZING AND STRENGTHENING THE OFFICE OF THE CITY ADMINISTRATOR OF THE CITY GOVERNMENT OF BACOR, EXPANDING ITS AUTHORITY AND OPERATIONAL FUNCTIONS, CREATING THE POSITION OF ASSISTANT CITY ADMINISTRATOR, DEFINING THEIR RESPECTIVE POWERS, DUTIES AND RESPONSIBILITIES, AND FOR OTHER RELATED PURPOSES. (PCO 2025-058 dated 27 October 2025).**

No.	NAME	BUSINESS/OFFICE AFFILIATION	CONTACT NUMBER	SIGNATURE/DATE
1.	Hon. Catherine Evaristo	SP		 10-27-2025
2.	Hon. Reynaldo Palabrica	SP		 10-27-2025
3.	Hon. Rogelio Nolasco	SP		 10/27/25
4.	Hon. Levy M. Tela	SP		 10/27/25
5.	Hon. Adrielito G. Gawaran	SP		 10/27/25
6.	Hon. Reynaldo M. Fabian	SP		 10/27/25
7.	Miss Natividad Ludwig Ople	HRDMD		 10/27/25
8.	Miss Elvinia Guerrero	BUDGET	403	 10/27/25
9.	Atty. Kim Nyca Lofranco	OCLS		 10/27/25
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NOTICE OF THE JOINT COMMITTEE HEARING (PROOF OF RECEIPT) NO. EAGR-020-2025 Page 1
PCO 2025-058 "ORDINANCE STRENGTHENING THE OFFICE OF THE CITY ADMINISTRATOR"





COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION
COMMITTEE ON RULES, PRIVILEGES, LAWS AND ORDINANCES

ATTENDANCE OF THE JOINT COMMITTEE HEARING

Office of the Sangguniang Panlungsod
Received by: Josef Aring
Date: 10/30/2025
Time: 10:00 am

October 30, 2025 / 10:00 am

Bacoor Legislative & Disaster Resilience Building, Sangguniang Panlungsod Session Hall,
6th Floor, Bacoor Government Center

Subject: **AN ORDINANCE INSTITUTIONALIZING AND STRENGTHENING THE OFFICE OF THE CITY ADMINISTRATOR OF THE CITY GOVERNMENT OF BACOOR, EXPANDING ITS AUTHORITY AND OPERATIONAL FUNCTIONS, CREATING THE POSITION OF ASSISTANT CITY ADMINISTRATOR, DEFINING THEIR RESPECTIVE POWERS, DUTIES AND RESPONSIBILITIES, AND FOR OTHER RELATED PURPOSES. (PCO 2025-058 dated 27 October 2025).**

No.	NAME	BUSINESS/OFFICE AFFILIATION	CONTACT NUMBER	SIGNATURE/DATE
1.	Hon. Miguel N. Bautista	SP		
2.	Hon. Reynaldo D. Palabrica	SP		
3.	Hon. Rogelio M. Nolasco	SP		
4.	Hon. Levy M. Tela	SP		
5.	Hon. Adrielito G. Gawaran	SP		
6.	Hon. Reynaldo M. Fabian	SP		
7.	Hon. Catherine S. Evaristo	SP		
8.	Hon. Manolo S. Galvez	SP		
9.	Hon. Roberto L. Advincula	SP		
10.	Hon. Ricardo F. Ugalde	SP		
11.	Hon. Horacio M. Brillantes, Jr.	SP		
12.	Hon. Simplicio G. Dominguez	SP		

ATTENDANCE OF THE JOINT COMMITTEE HEARING NO. EAGR-020-2025
PCO 2025-058 "ORDINANCE STRENGTHENING THE OFFICE OF THE CITY ADMINISTRATOR"

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Website: www.bacoorcitysp.com



Cert. no. 24/181509



Republic of the Philippines
Province of Cavite
CITY OF BACOOR
OFFICE OF THE SANGGUNIANG PANLUNGSOD



CGBCR-SPBac-F01.02
01/20/2025

No.	NAME	BUSINESS/OFFICE AFFILIATION	CONTACT NUMBER	SIGNATURE/DATE
13.	Hon. Randy C. Francisco	SP		
14.	Hon. Palm Angel S. Buncio	SP		
15.	Ms. Natividad Ludwig Ople	HRDMD	09063417985	Natividad ed. 20, 2025
16.	Ms. Elvinia Guerrero	BUDGET	0928500780	Guerrero 10-20-2025
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ATTENDANCE OF THE JOINT COMMITTEE HEARING NO. EAGR-020-2025
PCO 2025-058 "ORDINANCE STRENGTHENING THE OFFICE OF THE CITY ADMINISTRATOR"

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**COMMITTEE ON ETHICS, APPOINTMENTS AND GOVERNMENT REORGANIZATION
COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES**



PHOTOS OF THE JOINT COMMITTEE HEARING NO. EAGR 020-2025
PCO 2025-058 "ORDINANCE STRENGTHENING THE OFFICE OF THE CITY ADMINISTRATOR"

