



**COMMITTEE ON FINANCE, BUDGET AND APPROPRIATION
AND
COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES**

**JOINT COMMITTEE REPORT
NO. FBA-498-S-2025**

Office of the Sangguniang Panlungsod
Received by: Janet Wang
Date: 31 MAR 2025
Time: 8:47am

Subject: AN ORDINANCE REGULATING THE ISSUANCE OF PERMIT FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES, PRESCRIBING FEES, CHARGES AND PENALTIES FOR VIOLATIONS HEREOF. – **PCO 2025-249** dated March 10, 2025

Referred to the Joint Committee on the 131st Regular Session is the above-subject matter for appropriate action and recommendation.

BACKGROUND/LEGAL BASIS

Presidential Decree No. 1564 promulgated on June 11, 1978, amending Republic Act No. 4075 enacted on October 27, 1933 otherwise known as the "Solicitation Permit Law", required individuals and organizations to obtain a permit from the Department of Social Services and Development prior to any conduct of public solicitation. The purpose of the law is to ensure transparency and accountability in fundraising, and to protect the public from fraudulent activities.

Section 2 of Presidential Decree No. 1564 provides that - "Any person, corporation, organization, or association desiring to solicit or receive contributions for charitable or public welfare purposes shall first secure a permit from the Regional Offices of the Department of Social Services and Development as provided in the Integrated Reorganization Plan. Upon the filing of a written application for a permit in the form prescribed by the Regional Offices of the Department of Social Services and Development, the Regional Director or his duly authorized representative may, in his discretion, issue a permanent or temporary permit or disapprove the application. In the interest of the public, he may in his discretion renew or revoke any permit issued under Act 4075."

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In the exercise of its regulatory functions over the conduct of fundraising activities, the Department of Social Welfare and Development (formerly the Department of Social Services and Development) as the mandated lead agency¹ issued Administrative Order No. 79, Series of 2003 which stipulates the policies, rules and regulations on public solicitation to be conducted by individuals and social welfare agencies.

Administrative Order No. 79, Series of 2003 known as the "Omnibus Rules and Regulations on Public Solicitations" regulates the practice of solicitation at both regional and national levels, however, it does not explicitly cover the fundraising activities conducted by national government agencies (NGAs), government-owned and controlled corporations (GOCCs), state colleges/universities and other government agencies. Thus, the DSWD issued Administrative Order No. 05 dated March 22, 2007 entitled "Supplemental Guidelines on Public Solicitation (covering Government Agencies, Corporations and State Universities)" which provides the guidelines, the clear intention and spirit of the law, the legal sanction and the specific procedures applicable to concerned government agencies.

THE PROPOSED CITY ORDINANCE NO. 2025-249

In pursuance of Presidential Decree No. 1564 and DSWD Administrative Order Nos. 79 and 05 (Series of 2003 and 2007, respectively), the city government endorsed to the Sangguniang Panlungsod for its consideration and approval the proposed city ordinance which shall be known as the **"Raffle and Other Public Solicitation with Charitable or Public Welfare Purpose Regulation Ordinance of the City of Bacoor"**.

During the joint committee hearing, the Office of the City Legal Services (Atty. Marius Sumira) discussed and explained that in the past years up to present the City Government of Bacoor receives several solicitations and/or request for donations, financial or in kind, for charitable events or activities for public welfare purposes coming from different individuals, associations or organizations, including those from different national government agencies.

^{1/} Executive Order No. 24, Series of 2001





The enactment by the Sangguniang Panlungsod of the proposed ordinance regulating such solicitations and request for donations is timely. The concerned agency of the city government, the City Social Welfare and Development (CSWD), under its mandate and in accordance with the provisions of the city ordinance could diligently conduct an evaluation of the solicitation requests, the purpose of the solicitations, the personality of the requesting party, both from private and government, and to properly impose the requirements and solicitation fees.

In this relation, the solicitation fees and charges under Section 7 of the proposed city ordinance is presented and hereunder quoted:

"SECTION 7. COLLECTION OF FEES AND CHARGES. — The following fees and charges for the processing are hereby prescribed and authorized, to wit:

ACTIVITY SUBJECT OF THE RAFFLE OR PUBLIC SOLICITATION	AMOUNT
1. Concerts	1,000.00
2. Exhibitions, basketball, baseball and other similar games	1,000.00
3. Fund Raising/Fund Drives	500.00
4. Carolling/Pastoras	500.00
5. Schools Solicitation (e.g. Souvenir Program, Ads, Yearbooks, Plays (all forms of solicitations and donation emanating from school)	500.00

The corresponding fees and charges shall be paid to the City Treasurer's Office, provided by the official receipt attached to the Solicitation Permit application."

In the same joint committee hearing, the CSWD (Ms. Gina Parneles) suggested that the matter of processing and issuance of permits which involve national government offices as stated in **Item 8, Section 5 – Application and Issuance Procedure** be referred to the Central Office or Regional Office of the Department of Social Welfare and Development for its disposition. We quote hereunder Item 8, Section 5 of the proposed city ordinance:





"8. For an Activity//Fundraising/Fund Drive that requires a National Government Agency Permit, the applicant must first secure the said permit and present it to the CSWDO as part of the requirements. Otherwise, no Solicitation Permit shall be issued to the said Activity/Fundraising/Fund Drive."

It is further suggested by the CSWD that the time frame must also be considered and included in the city ordinance (i.e. from the filing of the request for solicitation permit, the evaluation and processing of the application, the approval by the Office of the City Mayor, and until the permit is released) in order that the requesting party could not demand the immediate release of their solicitation permit.

The Office of the City Legal Services (Atty. Marius Sumira) averred that the objective of the provision (Item 8) does not specifically intends for the action of the DSWD Central Office, and that there would be no double payment in the issuance of permit. Given as an example are rallies/assemblies/mass activities that does not require to pay any fees and charges with the national government for issuance of permit. However, if the said rallies/assemblies/mass activities are aimed for fundraising and to be held within the jurisdiction of Bacoor City then we must apply Item 8-Section 5 of the city ordinance.

As to the inclusion of the time frame in the city ordinance, the same will be covered by the Implementing Rules and Regulations (IRR) to be issued for the city ordinance considering that it is only procedural under the city charter.

In the matter of the proposed penalty, it is the apprehension of the Office of the City Administrator (Atty. Ephraim Gianan) that the city ordinance might be intentionally violated because of the affordability of the penalties. In a given situation, there is a possibility that instead of applying for the city permit, the organizers of events/rallies/assemblies aimed for fundraising would opt to proceed with the event/rally/assembly even without the permit, and they will just pay the affordable penalty thereafter.

The joint Committee agreed with the comment of the Office of the City Legal Services, and further commented that, "what if the event for fundraising involves a concert of celebrities?"

The fines/penalties under the proposed city ordinance are copied as follows:

"SECTION 8. PENALTY. — Any person or persons who conduct any Activity found guilty of violating any provision of this ordinance shall be penalized in this wise:"





	FINE	IMPRISONMENT
First Offense	P1,000.00	-
Second Offense	P3,000.00	-
Third Offense	P5,000.00	Imprisonment of not less than one (1) month but not more than six (6) months or both fine and imprisonment at the discretion of the Court

The Joint Committee (Hon. Rogelio Nolasco, Chairman of Committee on Finance, Budget and Appropriation) suggested the necessity to increase the penalties. At the same time, invited the attention of the resource persons that the Local Government Code provides that the fines shall not exceed the amount of Five Thousand Pesos (Php5,000.00).

As recommended, the increased amounts of penalties are hereunder quoted:

	FINE	IMPRISONMENT
First Offense	P3,000.00	-
Second Offense	P4,000.00	-
Third Offense	P5,000.00	Imprisonment of not less than one (1) month but not more than six (6) months or both fine and imprisonment at the discretion of the Court

FINDINGS:

1. The requests for solicitation addressed to the city councilors particularly those sent by the Homeowner's Associations (HOAs), youth organizations, barangay solicitations for sports, fiestas and other events will be depending on the discretion of the city councilor being a local political figure.
2. As per the instructions of the Joint Committee, the Office of the City Legal Services in coordination with the City Social Welfare and Development Office will further review and will submit the final draft of the city ordinance addressing the issues raised during the joint committee hearing.
3. The Joint Committee will recommend the approval of the proposed city ordinance.

RECOMMENDATION:

In view of the foregoing, the Honorable Members of the Joint Committee hereby recommend **TO APPROVE** the city ordinance which shall be known as the **"Raffle and Other Public Solicitation with Charitable or Public Welfare Purpose Regulation Ordinance of the City of Bacoor"**.

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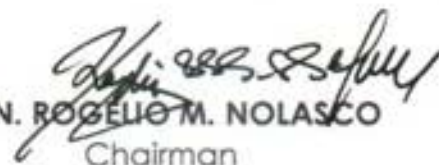




WE HEREBY CERTIFY that the contents of the foregoing report are true and correct.

Signed this day of March 2025 at the City of Bacoor, Cavite.

THE COMMITTEE ON FINANCE, BUDGET AND APPROPRIATION


HON. ROGELIO M. NOLASCO
Chairman


HON. CATHERINE S. EVARISTO
Vice Chairperson


HON. ADRIELITO G. GAWARAN
Member

COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES


HON. REYNALDO D. PALABRICA
Chairman


HON. LEVY M. TELA
Vice Chairman


HON. ALEJANDRO E. GUTIERREZ
Member

Prepared by:


ROBERTO A. DE GUZMAN

Local Legislative Staff Assistant I

JOINT COMMITTEE REPORT FBA 498 -S-2025

PCO 2025-249 – AN ORDINANCE REGULATING THE ISSUANCE OF PERMITS FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES





COMMITTEE ON FINANCE, BUDGET AND APPROPRIATION
&
COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES

JOINT COMMITTEE HEARING MINUTES
NO. FBA-498-S-2025

Office of the Sangguniang Panlungsod
Recorded by: [Signature]
Date: [Signature]
Time: [Signature]

Subject: **AN ORDINANCE REGULATING THE ISSUANCE OF PERMITS FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES, PRESCRIBING FEES, CHARGES AND PENALTIES FOR VIOLATIONS HEREOF. - PCO-2025-249 Dated March 10, 2025.**

Present:

Committee on Finance, Budget and Appropriation

Hon. Rogelio M. Nolasco - Chairman
Hon. Adrielito Gawaran - Member

Committee on Rules and Privileges, Laws and Ordinances

Hon. Reynaldo Palabrica - Chairman
Hon. Levy Tela - Vice Chairman
Hon. Alejandro Gutierrez - Member

Resource Persons:

Atty. Ephraim Gianan - City Administrator Office
Ms. Gina Porneles - CSWD
Ms. Monaliza E. Amores - CSWD
Atty. Marius D. Sumira - Office of City Legal Services

Hon. Rogelio Nolasco: "Good afternoon, A Joint Committee Hearing, on Finance, Budget and appropriation and Committee on Rules and Privileges, Laws and Ordinances regarding a proposed City Ordinance, **PCO-2025-249 - "AN ORDINANCE REGULATING THE ISSUANCE OF PERMITS FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES, PRESCRIBING FEES, CHARGES AND PENALTIES FOR VIOLATIONS HEREOF.,** is now court to order."





Hon. Rogelio Nolasco: "For the record, we acknowledge the presence of our Councilors, from District 1 Konsehal Levy Tela, and also, we acknowledge the presence of Konsehal Monching Bautista, from District 1, we acknowledge the presence of Konsehal Alejandro Gutierrez at we acknowledge din po ang presence ng ating Konsehal Adrielito Gawaran from District 1. Pakilala lang po ang ating mga resource persons for the record."

Hon. Rogelio Nolasco: "Thank you po sa inyong presence, at ang ating pag uusapan kung ano ano ba itong mga solicitation na ito na involve sa ordinansa. Regarding the ordinansa sa inyo ba galing ito Atty.?"

Atty. Marius D. Sumira: "Sa amin po."

Hon. Rogelio Nolasco: "So, Atty. Pwedeng paki elaborate lang ang tungkol dito sa ordinansa?"

Atty. Marius D. Sumira: "Yes po, good afternoon po uli Mr. Chair, patungkol po dito sa proposed City Ordinance, meron po kasing sobrang dami ng sulat na requesting for solicitation for Mayor Strike tapos for the longest time wala pong regulation ang City natin kung napupunta po ba Talaga doon sa purpose kung ano yung ni request nila at saka kung ano ba ang nangyari doon sa event. Mayroon pong batas na naipasa noong 1978 pa po. Solicitation Permit Law na nag re require na kapag mayroon kang event na charitable or public welfare purpose at nanghihingi or naglilikom ka ng funds sa either for public officials or sa ibang organization po, required kayo na may solicitation permit na issued by actually po, DSWD Regional, pero iimpliment po natin dito as CSWD solicitation permit. Yun po ang views ng Ordinansa Mr. Chair."

Hon. Rogelio Nolasco: "Ang agency na mag iissue na ay CSWD?"

Atty. Marius D. Sumira: "Yes po ng Solicit Permit, under po kasi sila Social Worker Department kaya sa kanila po dadaan yung request at application for solicitation permit."

Hon. Rogelio Nolasco: "Ano ang masasabi ng ating CSWD regarding sa pagkuha ng ganyan ng ating mga proponent."

Ms. Gina Porneles: "Good afternoon Mr. Chair at sa lahat po, tama nga po we agreed doon sa sinabi ni Atty., talagang dumarami ang bilang kaya napaka ganda po kapag ang ordinansang ito ay maipapasa at kagaya po sa CSWD kami po ay guided lamang po ng issued memorandum circular doon sa regional ng DSWD and National Solicitation Permit Law guidelines kaya napakalaking bagay nito actually ongoing may mga lumalapit sa part po namin CSWD kami yung nag rereview ng documents and assessments upon





completion po ng requirements we transmit po to the office of the City Mayor kasi sila po yung nagawa ng permit and ibinababa po from the office of the Mayor at kami po ang nag rerelease naman doon sa mga requestor po. Kaya napakalaking bagay po nito na meron na po tayo sa LGU na magiging ordinansa about doon sa regulation ng issuance ng mga solicitation permit po."

Hon. Alejandro Gutierrez: "Ano ang mga requirements na hinihingi nyo sa kanila sa mga nag sosolicit?"

Ms. Gina Porneles: "Sa section 6 po, isa po sa kinukuha po namin ay yung filled up pay form, mayroon po tayong pay form na ginagamit na basic info. At yung resolution po ng committee and association and then yung request letter indicating or citing kung para saan at anong purpose po ng solicitation, dito naman po ni reregulate lang po natin na not for their personal interest yun lang naman po ang inilwasan natin kailangan the main purpose nila ay for public welfare yun lang naman ang tinitignan natin po. Dapat hindi po for their personal interest yun po ang tinitignan po."

Hon. Alejandro Gutierrez: "Hindi for individual or for personal?"

Ms. Gina Porneles: "Dapat hindi po for their personal interest yun po ang tinitignan po."

Hon. Rogelio M. Nolasco: "Paano yung mga humihingi sa amin na halos tambak na ang dami ng solicitation, paano ba ma ko control iyon?"

Atty. Marius D. Sumira: "Kung individual po Mr. Chair ang hihingi at lalapit, sa inyo po iyun, hindi po yun papasok dito kasi hindi po iyon event. Pasensya na po."

Hon. Alejandro Gutierrez: "May mga situation na paliga ng Basketball kapag nagpadala ng solicitation yan nakapirma yung Barangay Captain niyan sa solicitation letter."

Atty. Marius D. Sumira: "Sino po ang may pa event Konsi?"

Hon. Alejandro Gutierrez: "Ang Barangay."

Hon. Rogelio M. Nolasco: "Kasi nasa consideration na rin namin yun eh. Kasi kung hihingan pa natin ng requirements yun magagalit pa sa atin yun kasi nga political kami."





Hon. Alejandro Gutierrez: "May mga uniform pa iyon sa amin humihingi. Kapag hindi mo binigyan yun mauuna pa yung Barangay Chairman na magagalit kasi sabihin may pirma ko na yun hindi pa tinanggap."

Hon. Rogelio M. Nolasco: "Pero nabanggit mo na involve din dito yung mga association Atty.?"

Atty. Marius D. Sumira: "Yung mga private po, halimbawa Christmas Party ng mga HOA."

Hon. Rogelio M. Nolasco: "Isa pa rin yung question, lalo na pag December isang napakalaking problema yun."

Atty. Marius D. Sumira: "Mr. Chair nasa sa inyo naman po yun kung papayagan nyo, doon sa amin yung Home Owners Association marami po sa inyong nagbibigay doon, yung cost ng mga nagbibigay mga around 3,000 to 3,500 dito required po silang magbayad ng Php 500 para sa solicitation. Para nawawala yung purpose na makalikom sila para distribution sa HOA kung ipapasok pa namin dito, pero syempre nasa sa inyo naman po iyon. Hindi nyo na hihingan? Siguro kung mabait naman sa inyo yung HOA sige na kahit walang solicitation."

Hon. Rogelio M. Nolasco: "Sa CSWD, meron kayong comment regarding dito sa proposed Ordinance sa mga sections natin?"

Ms. Gina Porneles: "Yes po Mr. Chair, doon po sa number 8 hindi ko po alam kung putol ang napabigay sa amin. Wala po dito yung Section 3, 4 and 5 parang kulang."

Hon. Rogelio M. Nolasco: "Yang kasing na copy namin ay yung attachment sa agenda. Siguro si Atty. na ang magbabasa ng section 3,4 and 5."

Atty. Marius D. Sumira: "Opo isang page po yung nawala dito. Pwede pong i flash na lang natin dito yung 3,4 and 5?"

Ms. Gina Porneles: "Mr. Chair, Siguro po initially na nakita ko, ito po siguro ay under section 5 yung naka highlight yung nasa taas po ng Section 6 na number 8, For a Activity/Fundraising/Fund Drive that requires a National Government Agency Permit, the applicant must first secure the said permit and present it to the CSWDO as part of the requirements. Otherwise, no Solicitation permit shall be issued to the said Acitivity/Fundraising/Fund Drive."

Hon. Rogelio M. Nolasco: "Sa section 5 yan?"





Ms. Gina Porneles: "Maari po, Mr. Chair for number 8, we suggest po sana, na dahil ito ay National Government Agency permit yung sini seek siguro po i direct na po sa main office or field office hindi na po kailangang humingi ng permit sa atin kasi si national at regional mayroon rin po silang kanilang guidelines or set of requirements para hindi na lang po siya doble na mag re requirements pa siya sa LGU level."

Atty. Marius D. Sumira: "Pero hindi po DSWD national yung pinapatungkulan dito kundi, for example yung mga rally na mag co conduct halimbawa dito po gagawin sa atin tapos meron silang fund raising para matuloy po yung event na iyun. Hindi naman po necessarily na magkakaroon po ng dobleng singil kasi hindi naman yung National Agency na tinutukoy dito ay hindi naman DSWD. So, kung may process po silang separate wala naman pong singil yun pero yung ibang permit hindi naman nag re require ng payment sa National agencies, tayo maniningil tayo dahil dito gaganapin sa atin. So, wala akong nakikitang double payment na mangyayari or ma ba violate yung rules na national agency."

Ms. Gina Porneles: "Ah okey po. Thank you po."

Hon. Rogelio M. Nolasco: "Actually ito namang ordinansa ay galing sa City Legal Office ano?"

Atty. Marius D. Sumira: "Yes po."

Hon. Rogelio M. Nolasco: "Sa section 7, naandito ang Collection of fees and Charges, ano po ang masasabi ng CSWD dito?"

Atty. Marius D. Sumira: "Mr. Chair, yun pong sa amount hindi po ba malaki or maliit?"

Hon. Rogelio M. Nolasco: "Kaya nga, kinukuha natin ang opinion ng CSWD. Ang concert Php 1000 lang? Paano kung artista yung mag co concert?"

Ms. Gina Porneles: "Mr. Chair, with regards po sa section 7, we request further discussion with our department for this part kasi medyo mababa siya. We will have feedback to the City Legal for further consultation po yung section 7 po."

Hon. Rogelio M. Nolasco: "Kasi napansin ko ang amount ba parang hindi valuable ba. Kasi kung ang concert ay napakalakas. Siguro base na lang





doon sa anong klase ang mag pe perform or mag co concert. Mataas ang penalty ano, mas maganda yan may pangil"

Atty. Marius D. Sumira: "We expect po na mabawasan talaga yung mga sumusulat at solicitation."

Hon. Rogelio M. Nolasco: "Siguro i coordinate na lang ng CSWD regarding dito sa section 7 through Atty. Marius para maisa ayos na ito, kung wala na kayong opinion or suggestions regarding dito. Yes Atty.?"

Atty. Ephraim Gianan: "Mr. Chair if I may? Siguro suggestion lang Atty. sa penalty, kasi baka yung iba ang gawin i violate na lang, lalo na kung tataasan po natin yung fees dito, gagawin ng iba i violate na lang magbayad na lang sila ng penalty. So, ang suggestion ko po is, if found violation is not paying fees charge aside from the penalty the violator will be required to pay the fee supposedly prior to the para makuha yung permit."

Hon. Rogelio M. Nolasco: "Sabagay kung magbabayad ako ng fees i ba violate ko na lang kasi yung first offense nila ay Php 1000 lang."

Atty. Ephraim Gianan: "Yes po."

Hon. Rogelio M. Nolasco: "Ano ang ating opinion doon Atty.?"

Atty. Marius D. Sumira: "Sige po i take note po naming, ipapa approve ko lang po sa City Legal Office namin."

Hon. Rogelio M. Nolasco: "Siguro taasan pa ng konti yung first offense, second offense at third offense."

Atty. Ephraim Gianan: "Hindi po magagawa yun kasi limited lang sa chartered ng City, hanggang Php 5,000 lang po."

Hon. Rogelio M. Nolasco: "Sabagay hanggang Php 5,000.00 nga lang. Siguro pwedeng gawing Php 3,000, Php 4,000 and Php 5,000."

Atty. Marius D. Sumira: "Pwede naman pong gawin yung Php 3,000, Php 4,000 and Php 5,000."

Mr. Rogelio M. Nolasco: "Kaya ang CSWD huwag naman kayong masyadong tataas pa doon sa penalty."

Ms. Gina Porneles: "Mr. Chair, with regards po dito sa Section 4 may we recommend, kasi ito yung nagiging problema namin dito. Nagiging demanding





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



po talaga lalo na pagdating sa processing time, agad agad nagpapasa ng kanilang application gusto agad makuha. May we recommend syempre po we will assess, review, validate after we draft the permit, we transfer po to the office of the Mayor baka pwedeng malagay sa section 4 yung processing time with the time frame bago ma release yung permit. Kasi madalas yun ang nagiging experience namin, pagpasa today gusto kinabukasan makuha na."

Atty. Marius D. Sumira: "Pwede naman po siguro sa IRR na lang po iyon. Kasi medyo procedural na ito eh nasa City Charter, once na ininclude nyo na siya."

Ms. Gina Porneles: "With regards sa section 5, ito naman po talaga yung practice doon lang po kami talaga sa section 5 and 6 upon order of payment yun lang ang nadagdag with regards to number 1 to 4 yun naman po talaga ang nangyayari."

Hon. Rogelio M. Nolasco: "No other opinions or suggestions?"

Ms. Gina Porneles: "Yun lang po Mr. Chair, thank you po."

Hon. Rogelio M. Nolasco: "Before we adjourn the fees and charges, paki coordinate na lang sa ating City Legal."

Hon. Alejandro Gutierrez: "Since wala na tayong pag uusapan Mr. Chair isinasara ko na ang ating paguusap na ito."

The hearing adjourned at 3:20 P.M.

Prepared By:

EDGARDO B. NOLASCO
CLERK

Attested By:

COUN. ROGELIO "BOK" M. NOLASCO
Chairman

Committee on Finance, Budget and Appropriation

JOINT COMMITTEE HEARING MINUTES NO. FBA-498-S-2025

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**COMMITTEE ON FINANCE, BUDGET AND APPROPRIATION
&
COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES**

**ATTENDANCE OF JOINT COMMITTEE HEARING
(PROOF OF RECEIPT)**

Office of the Sangguniang Panlungsod
Received by: *[Signature]*
Date: 8.11.25
Time: 8:11 am

March 27, 2025 / 3:00 P.M.

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

Subject: **AN ORDINANCE REGULATING THE ISSUANCE OF PERMITS FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES, PRESCRIBING FEES, CHARGES AND PENALTIES FOR VIOLATIONS HEREOF. PCO 2025-249 dated March 10, 2025.**

NAME	BUSINESS/OFFICE AFFILIATION	CONTACT NUMBER	SIGNATURE/DATE
HON. ROGELIO M. NOLASCO	SP		<i>[Signature]</i>
HON. REYNALDO D. PALABRICA	SP		<i>[Signature]</i>
HON. ADRIELITO G. GAWARAN	SP		<i>[Signature]</i>
HON. LEVY M. TELA	SP		<i>[Signature]</i>
HON. ALEJANDRO F. GUTIERREZ	SP		<i>[Signature]</i>
ATTY. AIMEE TORREFRANCA-NERI	ADMIN		<i>[Signature]</i>
MS. EMILIANA DR. UGALDE	CSWD		<i>[Signature]</i>
Atty. Ephraim Ganan	ATO		<i>[Signature]</i>
Moraliza E. Amores	CSWD		<i>[Signature]</i>
Gina Parnela	CSWD		<i>[Signature]</i>

ATTENDANCE OF JOINT COMMITTEE HEARING FBA-498-S-2025

PCO 2025-249 – AN ORDINANCE REGULATING THE ISSUANCE OF PERMITS FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES, PRESCRIBING FEES, CHARGES AND PENALTIES FOR VIOLATIONS HEREOF.





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



CGBR-SPRac-F01.02

01/20/2025



**COMMITTEE ON FINANCE, BUDGET AND APPROPRIATION
&
COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES**

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

March 27, 2025 / 3:00 P.M.

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

Office of the Sangguniang Panlungsod
Received by: Janet P. Pina
Date: 31 MAR 2025
Time: 8:12 AM

Subject: *AN ORDINANCE REGULATING THE ISSUANCE OF PERMITS FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES, PRESCRIBING FEES, CHARGES AND PENALTIES FOR VIOLATIONS HEREOF. **PCO 2025-249** dated **March 10, 2025**.*

NAME	BUSINESS/OFFICE AFFILIATION	CONTACT NUMBER	SIGNATURE/DATE
HON. CATHERINE S. EVARISTO	SP		<i>[Signature]</i> 3/27/25 3:40
HON. REYNALDO D. PALABRICA	SP		<i>[Signature]</i> 3/27/25 3:47
HON. ADRIELITO G. GAWARAN	SP		<i>[Signature]</i> 3/27/25
HON. LEVY M. TELA	SP		<i>[Signature]</i> 3/27/25 3:00 PM
HON. ALEJANDRO F. GUTIERREZ	SP		<i>[Signature]</i>
ATTY. AIMEE TORREFRANCA-NERI	ADMIN		<i>[Signature]</i> 3/27/25 3:50 PM
MS. EMILIANA DR. UGALDE	CSWD		<i>[Signature]</i> 3-27-25

April 1, 2025 3:02 PM
Admin Secretary

NOTICE OF JOINT COMMITTEE HEARING FBA-498-S-2025

PCO 2025-249 – AN ORDINANCE REGULATING THE ISSUANCE OF PERMITS FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES, PRESCRIBING FEES, CHARGES AND PENALTIES FOR VIOLATIONS HEREOF.



Address: Bacoor Legislative and Disaster Resilience Bldg.
Bacoor Blvd., Brgy. Bayanan, City of Bacoor, Cavite
Trunkline: (048) 417-0727
Website: www.bacoorcity.gov.ph



Cert. no. 24/181809



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



CGBR-SPBac-F01.02

01/20/2025



**COMMITTEE ON FINANCE, BUDGET AND APPROPRIATION
&
COMMITTEE ON RULES AND PRIVILEGES, LAWS AND ORDINANCES**

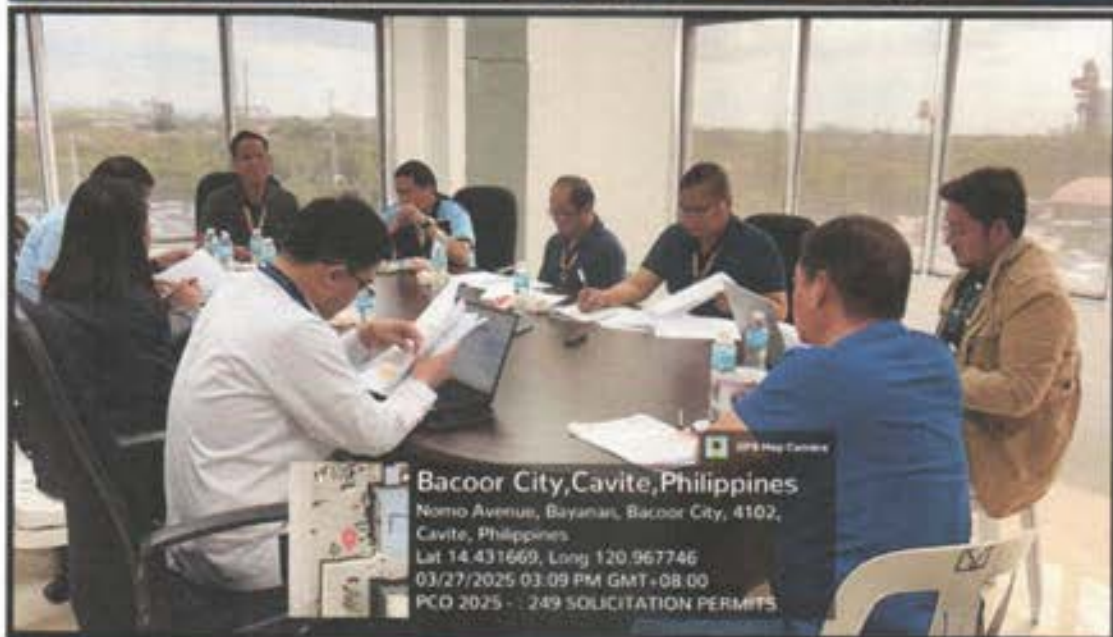
**PICTURES OF JOINT COMMITTEE HEARING
(PROOF OF RECEIPT)**

March 27, 2025 / 3:00 P.M.

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

Office of the Sangguniang Panlungsod
Received by: Alvin
Date: 31 MAR 2025
Time: 2:40pm

Subject: **AN ORDINANCE REGULATING THE ISSUANCE OF PERMITS FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES, PRESCRIBING FEES, CHARGES AND PENALTIES FOR VIOLATIONS HEREOF. PCO 2025-249 dated March 10, 2025.**



PICTURES OF JOINT COMMITTEE HEARING FBA-498-S-2025

PCO 2025-249 - AN ORDINANCE REGULATING THE ISSUANCE OF PERMITS FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES, PRESCRIBING FEES, CHARGES AND PENALTIES FOR VIOLATIONS HEREOF.

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Cert. no. 24/161809



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CITY OF BACOR
OFFICE OF THE SANGGUNIANG PANLUNGSOD

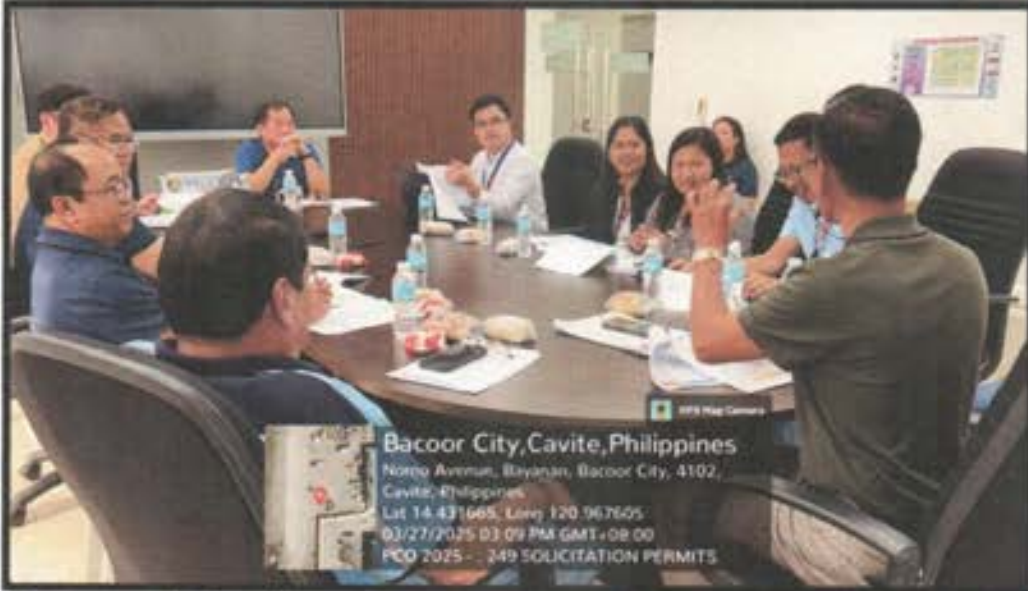


CGRR-SPBac-F01.02

01/20/2025



Office of the Sangguniang Panlungsod
Received by: Janet Eding
Date: 31 MAR 2025
Time: 1:18 PM



PICTURES OF JOINT COMMITTEE HEARING FBA-498-S-2025

PCO 2025-249 – AN ORDINANCE REGULATING THE ISSUANCE OF PERMITS FOR FUND RAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF FUND DRIVES, PRESCRIBING FEES, CHARGES AND PENALTIES FOR VIOLATIONS HEREOF.

PAGE 2



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Telephone: (040) 417-0727
Website: www.bacoorcity.gov.ph



Cart no. 24/181809

PROPOSED CITY ORDINANCE NO. ____
SERIES OF 2025

**AN ORDINANCE REGULATING THE ISSUANCES OF PERMIT FOR
FUNDRAISING, SOLICITATION, AND OTHER SIMILAR FORMS OF
FUND DRIVES, PRESCRIBING FEES, CHARGES, AND PENALTIES
FOR VIOLATION THEREOF**

Proposed by:
Mayor Strike B. Revilla

WHEREAS, under Presidential Decree No. 1564, otherwise known as Solicitation Permit Law, it has become customary and traditional for all duly organized private and semi-government entities, associations, and organizations to enjoin the cooperation and support of the public in the various civic activities and projects which they undertake from time to time;

WHEREAS, the people's "Bayanihan" spirit will be further enhanced or promoted if they are directly or indirectly involved in all charitable and public welfare activities; and

WHEREAS, there is an imperative need to give legal sanction and to regulate the solicitation of donations and voluntary contributions from the public sector in order to obviate illegal fund drives;

WHEREAS, under the Solicitation Permit Law, any person, corporation, organization, or association desiring to solicit or receive contributions for charitable or public welfare purposes has to secure a permit as part of its regulation;

WHEREAS, under Section 455(b)(3)(v) of Republic Act No. 7160, otherwise known as the Local Government Code, the City Mayor, to initiate and maximize the generation of resources and revenues, and apply the same to the implementation of development plans, program objectives and priorities as provided for under Section 18 of this Code, particularly those resources and revenues programmed for agro-industrial development and countryside growth and progress, shall issue permits, without need of approval therefor from any national agency, for the holding of activities for any charitable or welfare purpose, excluding prohibited games of chance or shows contrary to law, public policy and public morals;

NOW THEREFORE, be it ORDAINED by the __ Sangguniang Panlungsod of the City of Bacoor, Cavite, that:

SECTION 1. Short Title. This Ordinance shall be known as the **"Raffle and Other Public Solicitation with Charitable or Public Welfare Purpose Regulation Ordinance of the City of Bacoor"**.

SECTION 2. Scope. The provisions of this ordinance shall control and regulate the solicitation of donations and voluntary contributions from the public to obviate illegal fund drives, and at the same time enjoin the cooperation and support of both public and private sector in all charitable and public welfare activities, pursuant to the provisions of Act No. 4075, as amended by PD 1564, otherwise known as the Solicitation Permit Law, and as provided for the Local Government Code of 1991, Republic Act No. 7160.

SECTION 3. DEFINITION OF TERMS. Words and phrases as used in this Ordinance shall mean as follows:

- a. ACTIVITY/FUNDRAISING/FUND DRIVE – shall refer to the act of solicitation by groups or organizations for the purpose of raising money for charitable or public welfare purposes, including but not limited to benefit dances, concerts, contests, races, bingo games and other activities for a good cause, but shall not include cockfights, lotteries and other games of chance and all kinds of solicitations emanating from a school.
- b. SOLICITATION – shall mean procuring anything of value, asking for donations and voluntary cash contributions from the public and private sectors in the community as a fund drive.
- c. DONATION – shall mean cash donation to a certain group for public welfare purposes and/or for a good cause.

I. ISSUANCE OF SOLICITATION PERMIT

SECTION 4. PROCESSING OF SOLICITATION PERMIT. The City Social Welfare and Development Office (CSWDO) shall be the Department mandated to receive applications and verify the requirement of permits for solicitation, fundraising, and other similar forms of fund drives.

SECTION 5. APPLICATION AND ISSUANCE PROCEDURE. –

1. Any person, corporation, organization, or association planning to solicit or receive contributions for charitable or public welfare purposes must file an application for a solicitation permit with the CSWDO. The CSWDO shall prepare a templated form to be filled out by applicants.
2. The CSWDO shall verify the information stated in the application and determine whether all documentary requirements, as well as other requirements, are complied with.
3. For applicants with incomplete requirements, the CSWDO shall apprise the applicant of the documents lacking and shall give them five (5) days to submit them.
4. After this period, the CSWDO shall endorse the application to the City Mayor for his approval. The endorsement shall be a formal written endorsement with a corresponding statement whether the charitable or public welfare activity has complied with the requisite documentary submissions.
5. Upon receipt of the City Mayor's approval, the CSWDO shall issue an order of payment to the applicant to be used for payment to the City Finance Department.
6. Upon presentation to the CSWDO of the Official Receipt from the City Finance Department, the CSWDO shall prepare the Solicitation Permit, complete with the signature of the Social Welfare and Development Officer of the City of Bacoor as well as the seal of the

City Government of Bacoar. The Official Receipt shall be attached to the solicitation permit.

7. For applications that failed to complete the lacking documents within the prescribed period as well as those disapproved for being unlawful or otherwise without basis in law, the CSWDO shall prepare a denial letter stating the grounds for denial and shall present it to the applicant.
8. For an Activity//Fundraising/Fund Drive that requires a National Government Agency Permit, the applicant must first secure the said permit and present it to the CSWDO as part of the requirements. Otherwise, no Solicitation Permit shall be issued to the said Activity/Fundraising/Fund Drive.

SECTION 6. REGULATIONS. – No Solicitation Permit shall be issued to any person, corporation, organization, or association planning to solicit or receive contributions for charitable or public welfare purposes unless there has been compliance with the following regulations:

1. No sale, distribution, or other forms of disposition of raffle tickets or other public solicitation shall be commenced until a duly issued Solicitation Permit has been released by the CSWDO.
2. All applications for solicitations, fund drives, and other similar activities must include the following documents:
 - a) A Certified True Copy of the Articles of Incorporation and By-Laws of the applying corporation, organization, or association;
 - b) A Resolution of the Committee or Board of Directors of the applicant corporation, organization, or association stating, among other things, the following:
 - i. Name and address of the person duly authorized by the Committee or board to process the application;
 - ii. Names, addresses, and positions of officers of the association;
 - iii. Names and addresses of authorized solicitors (or agents) that will sell raffle tickets and distribute and collect the public solicitation;
 - iv. Aims and purposes for which the activity subject of raffle or public solicitation will be conducted;
 - v. Commitment of all the officers of the association to assume full responsibility for the value of all tickets and/or ballots sold in case of non-payment; and
 - vi. A pledge to limit the expenses of the activity to not more than 30% of the total gross income if the funds are raised through the holding of benefits. In cases where the funds are raised purely through voluntary contributions, a pledge to limit the expenses to not more than 10% is required. In all cases, the balance must be spent or allotted only for the projects proposed to be undertaken. This pledge should likewise state that no person should have a share in the proceeds to be derived therefrom.

3. The period of Activity, including the selling of raffle tickets, raffle draw, distribution of solicitation letters, among others, shall not exceed three (3) months.

In meritorious cases, however, the City Mayor may extend the effectivity of such permit to a longer period, but the extension shall likewise not exceed three (3) months. Application for extension of permit beyond the standard three (3) months shall require the approval of the City Mayor.

4. Postponement of the date of the Activity may be allowed only after it has been approved by the CSWDO. In such case, a formal, written request stating the reasons for the postponement should be filed before the CSWDO at least three (3) days before the Activity. No postponement shall be allowed by the CSWDO after the prescribed period.
5. Persons or Officers in charge of the Activity shall have absolutely no share in the proceeds to be derived therefrom;
6. All contributions and/or collections from whatever source should be acknowledged with receipts, and the expenditures should be supported by invoices or vouchers. The corporation, organization, or association's books of account should be in the possession of the Treasurer of the association, who should make such books available for inspections and verifications at any reasonable time and place, as the CSWDO/City Mayor's Office's representative deems it necessary.
7. No other expenses for another activity shall be included as part of the expenses of the Activity subject to raffle or public solicitation without proper disclosure and reporting to the CSWDO/City Mayor.
8. In case of the loss of the permit, the person to whom the permit was issued must submit immediately to the City Mayor a statement duly sworn before a Notary Public stating the circumstances of the said loss before a replacement is issued.
9. On the date of expiration of the permit, either used or unused, it is the duty of the person whom the permit was issued or the holder thereof, to surrender it to the City Social Welfare and Development Office and to submit a report of the names and addresses of the contributors and the person to whom assistance was rendered from the funds obtained; and an itemization of the statement of collections and disbursements within one month from the date of its expiration or earlier as the City Mayor or CSWDO so required, said statement to be duly certified correct by a licensed Certified Public Accountant not connected with the corporation, organization or association. If the permit was not used, a sworn statement of explanation to this effect must still be made by the corporation, organization, or association and submitted to the CSWDO.
10. In case of failure to surrender the original of the Solicitation Permit and to submit the financial report within the period given to the corporation, organization, or association, the CSWDO will send a letter of reminder. Failure to comply with the above post-activity

requirements will be sufficient cause of action for violation of this ordinance against the erring corporation, association, organization, or individual.

11. In case of dissolution of the corporation, organization, or association, any unexpended balance of funds or assets left must be accounted for in the name of the City Government of Bacoor for charitable and public welfare purposes.
12. Any group or organization conducting raffle and other fund-raising activities should be in possession of the Solicitation Permit issued by the CSWDO together with the Official Receipt during the conduct of the Activity for inspection and monitoring purposes.

SECTION 7. COLLECTION OF FEES AND CHARGES. – The following fees and charges for the processing are hereby prescribed and authorized, to wit:

ACTIVITY SUBJECT OF THE RAFFLE OR PUBLIC SOLICITATION	AMOUNT
1. Concerts	P1,000.00
2. Exhibitions, basketball, baseball and other similar games	P1,000.00
3. Fund Raising/Fund Drives	P500.00
4. Carolling/Pastoras	P500.00
5. Schools Solicitation (e.g. Souvenir Program, Ads, Yearbooks, Plays, all forms of solicitations and donation emanating from school)	P500.00

The corresponding fees and charges shall be paid to the City Treasurer's Office, provided by the official receipt attached to the Solicitation Permit application.

SECTION 8. PENALTY. – Any person or persons who conduct any Activity found guilty of violating any provision of this ordinance shall be penalized in this wise:

	FINE	IMPRISONMENT
First Offense	P3,000.00	-
Second Offense	P4,000.00	-
Third Offense	P5,000.00	Imprisonment of not less than one (1) month but not more than six (6) months or both fine and imprisonment at the discretion of the Court

SECTION 9. Implementing Rules and Regulations. The City Social Welfare and Development Office, with the supervision of the Office of the City Legal Service, shall formulate the Implementing Rules and Regulations of this Ordinance and submit the same for the review of the Honorable City Mayor not later than sixty (60) calendar days after the date of effectivity hereof.

SECTION 10. Separability Clause. If, for any reason, any provision or part of this Ordinance is declared invalid or unconstitutional, other provisions not affected thereby shall remain in full force and effect.

SECTION 11. Repealing Clause. Any provisions of ordinances, executive orders, issuances, or rules and regulations inconsistent with the provisions of this Ordinance are hereby repealed, amended, or modified accordingly.

SECTION 12. Effectivity. This Ordinance shall take effect fifteen (15) days after its publication in a newspaper of general circulation in the City of Bacoor.