



## COMMITTEE ON RULES, PRIVILEGES, LAWS AND ORDINANCES

### COMMITTEE REPORT

CRPLO-016-2025  
PCR-151-2025

Office of the Sangguniang Panlungsod  
Received by: Janet P. ...  
Date: 18 SEP 2025  
Time: ...

**Subject:** *A resolution amending the Internal Rules of Procedure and the Records Management Manual of the Sangguniang Panlungsod by authorizing the inclusion of messages in group messaging applications like Viber and Messenger as part of the official records of the City Council.*

*(Date referred: September 15, 2025)*

The above-mentioned proposed resolution underwent its first reading on September 15, 2025 during the 11<sup>th</sup> Regular Session of the 6<sup>th</sup> Sangguniang Panlungsod. The said proposed resolution was referred by the Presiding Officer, City Vice-Mayor Hon. Rowena Bautista Mendiola to the Committee on Rules, Privileges, Laws and Ordinances.

#### FINDINGS:

Section 33 of City Resolution 2025-733 also known as the "2025-2028 Internal Rules of Procedures of the Sangguniang Panlungsod of the City of Bacoor" was approved by the 6<sup>th</sup> Sangguniang Panlungsod on June 30, 2025.

The Sangguniang Panlungsod had develop a system that will allow some members to attend sessions in person while other members attend through videoconferencing applications such as Zoom and other messaging applications, whenever the need to do so arises. This type of session be referred to as "hybrid sessions".

The use of this messaging application during hybrid sessions of the Sangguniang Panlungsod whenever the City of Bacoor is under a state of calamity has proven instrumental in the speedy, efficient, and cost-effective performance of the official duties of the City Council.

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A resolution amending the Internal Rules of the Sangguniang Panlungsod





Due to technical difficulties often encountered by the members of the Sangguniang Panlungsod while using the existing videoconferencing applications such as Zoom, the Sangguniang Panlungsod has decided to revise Section 33 of the 2025-2028 Internal Rules of Procedure of the Sangguniang Panlungsod.

The Sangguniang Panlungsod shall develop a system that will allow some members to attend sessions in person while other members attend through videoconferencing or through the use of messaging applications with end-to-end encryption features such as Viber and other messaging applications.


#### RECOMMENDATION:

By the motion of Hon. Reynaldo C. Palabrica duly seconded by all the members of the Sangguniang Panlungsod, the above subject matter was **APPROVED** during its 11<sup>th</sup> Regular Session.

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

Signed this 15th day of September 2025 at the City of Bacoor, Cavite.

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

  
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**COUN. REYNALDO C. PALABRICA**  
Chairman

  
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**COUN. LEVY M. TELA**  
Vice Chairman







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



**COUN. REYNALDO M. FABIAN**  
Member

**COUN. ADRIELLO G. GAWARAN**  
Member





## COMMITTEE ON RULES, PRIVILEGES, LAWS AND ORDINANCES

### EXCERPTS FROM THE MINUTES OF THE REGULAR SESSION

CRPLO-016-2025

PCR-151-2025

Office of the Sangguniang Panlungsod  
Received by: Janet Pring  
Date: 18 SEP 2025  
Time: 1:45 pm

Subject: *A resolution amending the Internal Rules of Procedure and the Records Management Manual of the Sangguniang Panlungsod by authorizing the inclusion of messages in group messaging applications like Viber and Messenger as part of the official records of the City Council.*

(Date referred: September 15, 2025)

The 11<sup>th</sup> Regular Session of the 6<sup>th</sup> Sangguniang Panlungsod was held last September 15, 2025 at the Session Hall of the Sangguniang Panglungsod. City Vice Mayor Hon. Rowena Bautista Mendiola presided the Regular Session and was called to order at exactly 10:00 a.m.

Atty. Khalid Atega, Jr., Secretary of the Sangguniang Panlungsod proceeded with the roll call, the approval of the Journal and minutes of the 10<sup>th</sup> Regular Session, 3<sup>rd</sup> and 4<sup>th</sup> Special Session, and the reading of the referrals to committees of proposed Ordinances, Resolutions, Messages, Communications, Petitions and Memorials.

City Councilor Honorable Reynaldo C. Palabrica moved for the suspension of the internal rules duly seconded by the members of the Sangguniang Panlungsod, the internal rules were suspended.

Upon reading and referral of agenda item No. **F.1.7** – “*A resolution amending the Internal Rules of Procedure and the Records Management Manual of the Sangguniang Panlungsod by authorizing the inclusion of messages in group messaging applications like Viber and Messenger as part of the official records of the City Council*”, City Councilor Hon. Reynaldo C. Palabrica moved for the approval of the above-mentioned subject matter.





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The motion was unanimously seconded by all the Honorable Members of the 6<sup>th</sup> Sangguniang Panlungsod. A resolution amending the Internal Rules of Procedure and the Records Management Manual of the Sangguniang Panlungsod by authorizing the inclusion of messages in group messaging applications like Viber and Messenger as part of the official records of the City Council was **approved**.

Prepared by:

  
RONALDO MIVERONA  
Administrative Aide

Attested by:

  
COUNCILOR REYNALDO C. PALABRICA  
Chairman

