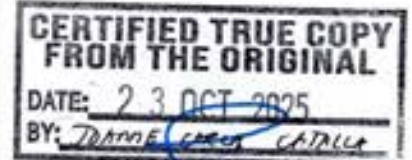




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**CITY OF BACOR**  
*Office of the Mayor*

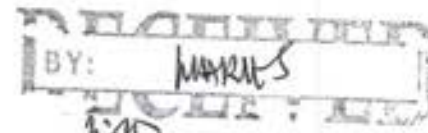


23 January 2024

**HON. JUANITO VICTOR C. REMULLA**  
Provincial Governor  
Province of Cavite  
Cavite Provincial Capitol Building  
Trece Martires, Cavite



PROVINCE OF CAVITE  
OFFICE OF THE PROVINCIAL GOVERNOR  
(Unit: RPT-231)



TIME: 1:10 DATE: JAN 30 2024

Dear Gov. Remulla,

Good day!

In compliance with Art. 59 (b) (1) Rule XII of Administrative Order 270, Series of 1992, this is to respectfully submit the attached Executive Order issued by the undersigned, for your review and appropriate action, to wit:

| EO NO.  | DATE            | TITLE                                                                                                                                                                                       |
|---------|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15-2024 | 23 January 2024 | AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 305-2023, SERIES OF 2023, OTHERWISE KNOWN AS THE "CLINICAL TRIALS REGULATION ORDINANCE OF THE CITY OF BACOR" |
| 28-2024 | 23 January 2024 | AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 258-2023, SERIES OF 2023, OTHERWISE KNOWN AS THE "NSTP MOBILIZATION ORDINANCE OF BACOR"                      |

Thank you.

Very truly yours,

**STRIKE B. REVILLA**  
City Mayor



Office of the Mayor  
Strike B. Revilla



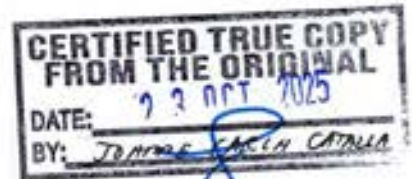
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SCAN ME



**EXECUTIVE ORDER No. 15 - 2024**  
**Series of 2024**

**AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 305-2023, SERIES OF 2023, OTHERWISE KNOWN AS THE "CLINICAL TRIALS REGULATION ORDINANCE OF THE CITY OF BACOR"**

**WHEREAS**, Section 16 of Republic Act No. 7160 provides that every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare;

**WHEREAS**, the Sangguniang Panlungsod enacted and passed City Ordinance No. 305-2023, Series of 2023 on 11 September 2023, entitled "An Ordinance Regulating the Conduct of Clinical Trials and/or Research Trials within the City of Bacor, Cavite and Providing Penalties for Violations hereof,"

**WHEREAS**, the City Government of Bacor recognizes the need to issue an Implementing Rules and Regulations pertinent to the above-mentioned Ordinance;

**WHEREAS**, the Office of the City Mayor of Bacor, in coordination with the concerned city government offices, issued the above-mentioned Implementing Rules and Regulations that shall govern the "Clinical Trials Regulation Ordinance Of The City Of Bacor,"

**NOW, THEREFORE, I, STRIKE B. REVILLA**, City Mayor of Bacor, Cavite, by virtue of the powers vested in me by law, do hereby order for the adoption and implementation of the Implementing Rules and Regulations of City Ordinance No. 305-2023 herein attached.

**Section 1. Implementing Rules and Regulations (IRR).**

Attached herein is the Implementing Rules and Regulations of City Ordinance No. 305-2023 which shall form part of this Executive Order. This shall be known as the "Implementing Rules and Regulations of Clinical Trials Regulation Ordinance of the City of Bacor."

All affected offices and departments are hereby ordered to adopt the said implementing rules and regulations and be guided accordingly.

**E.O. No. 15 - 2024**  
**Clinical Trials Regulation Ordinance of the City of Bacor**  
Page 1 of 2





Republic of the Philippines  
Province of Cavite  
**CITY OF BACOR**

*Office of the Mayor*

**CERTIFIED TRUE COPY  
FROM THE ORIGINAL**  
DATE: 23 OCT 2025  
BY: TRANCE ELLA COTALLA

Strict compliance and observance of all city government officials and employees to this IRR is hereby ordered.

**Section 2. Repealing Clause.**

All previously issued orders and directives inconsistent with any provision found herein shall be deemed repealed, revoked or amended accordingly.

**Section 3. Separability Clause.**

In the event that any provision found herein shall be judicially or administratively declared illegal or infirm, the remaining provisions shall remain in full force and effect.

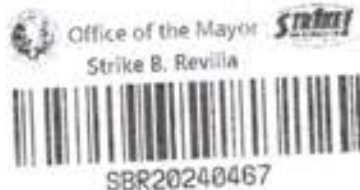
**Section 4. Effectivity Clause.**

This Executive Order shall take effect immediately upon its signing and remain in full force and effect until repealed, revoked or amended accordingly.

**SO ORDERED.**

**DONE** this 23<sup>rd</sup> day of January 2024 in the City of Bacoor, Province of Cavite.

  
**STRIKE B. REVILLA**  
City Mayor



E.O. No. 15 - 2024  
Clinical Trials Regulation Ordinance of the City of Bacoor  
Page 2 of 2

**STR1KE  
AS1**

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**THE IMPLEMENTING RULES AND REGULATIONS**  
of CITY ORDINANCE NO. 305-2023, Series of 2023

"AN ORDINANCE REGULATING THE CONDUCT OF CLINICAL TRIALS AND/OR RESEARCH TRIALS WITHIN THE CITY OF BACOR, CAVITE AND PROVIDING PENALTIES FOR VIOLATIONS HEREOF."

## RULE I - GENERAL PROVISIONS

**SECTION 1. TITLE.** These Implementing Rules and Regulations shall be known and cited as the **"Implementing Rules and Regulations of City Ordinance No. 305-2023, Series of 2023 ("IRR")**, the **"CLINICAL TRIALS REGULATION ORDINANCE OF THE CITY OF BACOR."**

**SECTION 2. PURPOSE.** These Implementing Rules and Regulations are promulgated to prescribe a framework for effectively implementing and enforcing City Ordinance No. 305-2023, Series of 2023.

**SECTION 3. CONSTRUCTION.** The Implementing Rules and Regulations shall be construed and applied in compliance with and in furtherance of the policies and objectives of the above Ordinance.

## RULE II – POLICIES AND OBJECTIVES

**SECTION 4. DECLARATION OF POLICY.** It shall be the policy of the City of Bacoar to:

1. Protect and promote the right of the residents and constituents of the City of Bacoor to health and safety;
2. Help establish and maintain an effective health products regulatory system and undertake appropriate manpower development and research responsive to the City's health needs and problems;
3. To ensure that all residents and constituents of the City of Bacoor are guaranteed equitable access to quality and affordable healthcare goods and services and protected against financial risk;





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*Office of the Mayor*

**CERTIFIED TRUE COPY  
FROM THE ORIGINAL**

DATE: 23 OCT 2025

BY: JAMES C. CATALAN

4. To preserve and enrich the health and lives of the residents and constituents of the City of Bacoor.

**SECTION 5. OBJECTIVE.** Consistent with the above policies, it is the objective of this IRR, in compliance with the City Ordinance No. 305-2023, Series of 2023, to achieve the following:

1. Regulate the conduct and operation of clinical trials and research trials within the City of Bacoor;
2. Eliminate the conduct of unauthorized clinical trials and research trials within and outside the City of Bacoor;
3. Assist institutions and persons in the conduct of clinical or research trials;
4. Avoid the duplication of the conduct of similar or related clinical or research trials within the City of Bacoor;
5. Avoid duplicate enrollment of residents in similar or related clinical or research trials within the City of Bacoor;
6. Ensure that the rights of the resident participants are upheld;
7. Ensure that the health and well-being of the resident participants are protected and prioritized; and
8. Punish the violators/offenders of City Ordinance No. 305-2023, Series of 2023, and other relevant laws and regulations and impose appropriate sanctions.

### **RULE III – SCOPE AND COVERAGE**

**SECTION 6. COVERAGE.** This IRR, in compliance with City Ordinance No. 305-2023, Series of 2023, shall only apply to all public and private institutions and/or individuals who will conduct clinical trials or research trials within the City of Bacoor or outside of the City but will use the participation of its residents by transporting these residents outside of the City to evade compliance with City Ordinance No. 305-2023, Series of 2023.

### **RULE IV - DEFINITION OF TERMS**

Page 2 of 8

**STR1KE  
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**SECTION 7. DEFINITION OF TERMS.** For purposes of this Implementing Rules and Regulations, these terms are defined as follows:

1. **Certification** – the required certification and/or authorization from the FDA or other government agency mandated to give a certificate and/or license that states that the Sponsor, CRO, or Investigator is allowed to conduct clinical trials in the Philippines.
2. **Clinical Trial/Research Trial** – refers to any investigation involving human subjects intended to discover or verify the clinical, pharmacological, and/or other pharmacodynamics effects of an investigational product(s) and/or identify any adverse reactions to an investigational product(s), and/or to study absorption, distribution, metabolism, and excretion of an investigational product(s) with the object of ascertaining its safety and/or efficacy. The terms clinical trial, research trial, and clinical study are deemed synonymous.
3. **Contract Research Organization (CRO)** – refers to a person or an organization (commercial, academic, or other) contracted by the sponsor to perform one or more of a sponsor's trial-related duties and functions.
4. **Institution** – refers to an established organization or corporation. This shall refer to private, public, semi-private, and semi-public.
5. **Investigator** – refers to a person responsible for the conduct of the clinical trial at a trial site. If a trial is conducted by a team of individuals at a trial site, the investigator is the team leader and may be called the principal investigator.
6. **Notice to Proceed** – a document that the City of Government of Bacoor shall issue to the Sponsor, CRO, Investigator, or individual authorizing them to proceed with the clinical or research trial.
7. **Notice to Withdraw** – a document that the City of Government of Bacoor shall issue to the Sponsor, CRO, Investigator, or individual stating that they shall not continue with the clinical trial or research trial.
8. **Sponsor** – an individual, company, institution, or organization that takes responsibility for initiating, managing, and/or financing clinical trials.

## RULE V – PROHIBITED ACTS

**SECTION 8. PROHIBITED ACTS.** The following acts shall be prohibited:

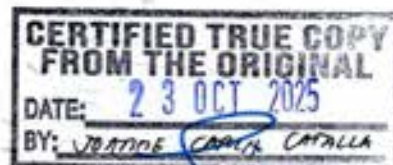




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*Office of the Mayor*



1. The conduct of clinical trials or research trials within the City of Bacoor without the required Certification and the required Notice to Proceed;
2. The conduct of clinical trials or research trials within the City of Bacoor with the required Certification but without the required Notice to Proceed;
3. The conduct of clinical trials or research trials outside the City of Bacoor but uses/will use residents of the City of Bacoor by transporting these residents outside of the City of Bacoor to evade compliance with City Ordinance No. 305-2023, Series of 2023;
4. Knowingly and willingly helping or assisting anyone who commits any of the prohibited acts under the City Ordinance No. 305-2023, Series of 2023 and relevant future issuances;
5. Knowingly and willingly withholding information on any violation of City Ordinance No. 305-2023, Series of 2023, and relevant future issuances; and
6. Other analogous acts.

## **RULE VI – IMPLEMENTING GUIDELINES**

**SECTION 9. IMPLEMENTING AGENCY.** The City Health Board of the City of Bacoor shall lead in the strict implementation of this Ordinance.

**SECTION 10. DUTIES AND RESPONSIBILITIES OF THE IMPLEMENTING AGENCY.** The Implementing Agency shall perform the following duties and responsibilities:

1. Formulate and recommend additional guidelines, policies, rules, and requirements for the Local Chief Executive's approval to effectively implement City Ordinance No. 305-2023, Series of 2023;
2. Disseminate the necessary information that will inform Sponsors, CROs, Investigators, City Government employees, and any person to comply with City Ordinance No. 305-2023, Series of 2023;
3. Collect all data related to the conduct of clinical trials in the City of Bacoor;
4. Prepare an annual report describing the progress in implementing City Ordinance No. 305-2023, Series of 2023, and





5. Coordinate with relevant national government agencies for the implementation of City Ordinance No. 305-2023, Series of 2023.

**SECTION 11. PROCESS FOR APPLICATION AND ISSUANCE OF THE NOTICE TO PROCEED.** The following shall be the process for the application and issuance of a Notice to Proceed:

1. Any Sponsor/CRO/Investigator/Institution/Individual who wants to conduct a clinical trial within the City of Bacoor must write a formal letter request addressed to the Office of the City Mayor and copy furnishing the City Health Board at least thirty (30) days before the conduct of the proposed clinical trial or research trial;
2. The Local Health Board shall be convened to review and assess the letter request;
3. The Local Health Board may request additional documents or the attendance of the applicant/s;
4. After careful deliberation, the Local Health Board shall issue the necessary Resolution allowing or disallowing the conduct of the clinical trial or research trial and/or allowing or disallowing the help requested/needed, if any, providing justification for the said decision and submitting the Resolution to the Office of the City Mayor;
5. Upon recommendation from the Local Health Board, the Office of the City Mayor shall issue either a Notice to Proceed or a Notice to Withdraw to the applicant;
6. The Notice to Withdraw may not be appealed.

**SECTION 12. CONTENTS OF THE LETTER REQUEST**

The letter request shall state the following information:

1. Name of the Sponsor;
2. Name of CRO, if different from the Sponsor;
3. Name of the investigator/s;
4. Name of the Product subject of the clinical trial or research trial;
5. Purpose of the clinical trial or research trial;





6. Name of all the individuals who will conduct the clinical trial or research trial;
7. Period for the clinical trial or research trial;
8. Number of target participants within the City of Bacoor;
9. Complete list of qualifications of participants within the City of Bacoor;
10. Their policy on data and patient confidentiality;
11. Their policy in case of adverse effects;
12. Brief description of the participation of the participants in the study; and
13. Summary of the help requested/needed, if any.

**SECTION 13. ATTACHMENTS FOR THE LETTER REQUEST.** The letter request shall likewise be accompanied by the following attachments:

1. Certified True Copy of the Certification issued by the FDA and other relevant government agencies (ex., License-to-Operate, etc.);
2. Copies of Accreditation and other permits, if available; and
3. Proof that the CRO/Investigator/Individual actually conducting the clinical trial or research trial is authorized and capable of doing the same (ex. PRC ID for doctors/nurses).

**SECTION 14. COMPLIANCE WITH RELEVANT LAWS, RULES AND REGULATIONS.** Any Sponsor/CRO/Investigator/Institution/Individual aiming to conduct clinical trials and/or research trials shall comply with relevant and applicable laws, rules and regulations, related issuances, orders, and circulars [ex. Department of Health (DOH) Administrative Order No. 2020-0010 dated 06 March 2020, etc].

**SECTION 15. INFORMATION AND EDUCATION CAMPAIGN.** The City Health Office shall conduct a city-wide information and education campaign on the provisions of the City Ordinance No. 305-2023, Series of 2023, with the assistance of concerned government agencies and Non-Government Organizations.

**SECTION 16. BUDGETARY REQUIREMENT.** The funds needed to implement City Ordinance No. 305-2023, Series of 2023, and this IRR shall be taken from the Annual Development Fund or any Supplemental Budget that may be passed for the purpose.





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## **RULE VII - FEES**

**SECTION 17. FEES.** A fee of TEN THOUSAND PESOS (PhP10,000.00) or THREE HUNDRED PESOS (PhP300.00) per City of Bacoor resident as a participant, whichever is higher, shall be paid by the applicant to the Office of the City Treasurer within three (3) days from receipt of the Notice to Proceed. If the national government sponsors or conducts the clinical or research trial, the fees stated in this Section may be waived.

## **RULE VIII - PENALTIES**

**SECTION 18. PENALTIES.** Any violation of the provisions of City Ordinance No. 305-2023, Series of 2023, shall be punishable as follows:

| OFFENDER/PROHIBITED ACT                                                                                                                                                             | PENALTIES OR SANCTIONS                                                                                                                                                                                                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>FOR FIRST TIME OFFENDERS</b><br>(Any juridical person or individual)                                                                                                             | An administrative fine of Five Thousand Pesos (PhP 5,000.00) ) per City of Bacoor resident who participated in the clinical/research trial.                                                                                                  |
| <b>FOR SECOND TIME OFFENDERS</b><br>(Any juridical person or individual)                                                                                                            | Imprisonment of ten (10) to thirty (30) days AND an administrative fine of Five Thousand Pesos (PhP5,000.00) per City of Bacoor resident who participated in the clinical/research trial.                                                    |
| <b>FOR THIRD TIME OFFENDERS</b><br>(Any juridical person or individual)                                                                                                             | Imprisonment of six (6) months to one (1) year AND an administrative fine of Five Thousand Pesos (PhP5,000.00) per City Bacoor resident who participated in the clinical/research trial.                                                     |
| <b>PARTNERSHIP, CORPORATION, ASSOCIATION, OR ANY OTHER JURIDICAL PERSON</b><br>(Partner, President, Director, or Manager who shall consent to or knowingly tolerate such violation) | Directly liable and responsible for the act of the employee and shall be criminally liable as a co-principal                                                                                                                                 |
| <b>GOVERNMENT OFFICIAL OR EMPLOYEE</b>                                                                                                                                              | In addition to the above penalties, a formal complaint shall be initiated before the Human Resources Development be deemed automatically dismissed from office and permanently disqualified from holding any elective or appointive position |

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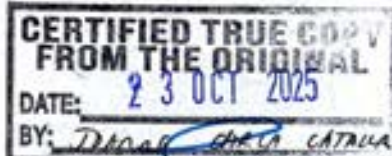




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For purposes of this Section, the Office of the City Legal Service shall conduct a fact-finding investigation and shall be responsible for filing the appropriate legal action.

#### **RULE IX - MISCELLANEOUS PROVISIONS**

**SECTION 19. SEPARABILITY CLAUSE.** If, for any reason, any provision or part of this IRR is declared invalid or unconstitutional, other provisions not affected thereby shall remain in full force and effect.

**SECTION 20. REPEALING CLAUSE.** All Ordinances, Resolutions, local, Executive Orders, or Administrative Issuances or parts inconsistent with the IRR's provisions are hereby repealed, amended, or modified accordingly.

**SECTION 21. EFFECTIVITY.** This IRR shall take effect immediately.





**EXECUTIVE ORDER No. 28 - 2024**  
**Series of 2024**

**AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 258-2023, SERIES OF 2023, OTHERWISE KNOWN AS THE "NSTP MOBILIZATION ORDINANCE OF BACOOR"**

**WHEREAS**, Section 16 of Republic Act No. 7160 provides that every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare;

**WHEREAS**, the Sangguniang Panlungsod enacted and passed City Ordinance No. 258-2023, Series of 2023 on 23 January 2023, entitled "*An Ordinance Requiring All College Students Who Are Undergoing Or Have Undergone The National Service Training Program (NSTP) And All Members Of The National Service Reserve Corps (NSRC) Residing In The City Of Bacoor, Cavite To Assist In Disaster Prevention, Preparedness, And Relief Operations And Providing Penalties For Violations Hereof,*"

**WHEREAS**, the City Government of Bacoor recognizes the need to issue an Implementing Rules and Regulations pertinent to the above-mentioned Ordinance;

**WHEREAS**, the Office of the City Mayor of Bacoor, in coordination with the concerned city government offices, issued the above-mentioned Implementing Rules and Regulations that shall govern the "*NSTP Mobilization Ordinance Of Bacoor,*"

**NOW, THEREFORE, I, STRIKE B. REVILLA**, City Mayor of Bacoor, Cavite, by virtue of the powers vested in me by law, do hereby order for the adoption and implementation of the Implementing Rules and Regulations of City Ordinance No. 258-2023 herein attached.

**Section 1. Implementing Rules and Regulations (IRR).**

Attached herein is the Implementing Rules and Regulations of City Ordinance No. 258-2023 which shall form part of this Executive Order. This shall be known as the "**Implementing Rules and Regulations of NSTP Mobilization Ordinance Of Bacoor.**"

E.O. No. 28 - 2024  
NSTP MOBILIZATION ORDINANCE OF BACOOR  
Page 1 of 2





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Province of Cavite  
**CITY OF BACOR**

*Office of the Mayor*



All affected offices and departments are hereby ordered to adopt the said implementing rules and regulations and be guided accordingly.

Strict compliance and observance of all city government officials and employees to this IRR is hereby ordered.

#### **Section 2. Repealing Clause.**

All previously issued orders and directives inconsistent with any provision found herein shall be deemed repealed, revoked or amended accordingly.

#### **Section 3. Separability Clause.**

In the event that any provision found herein shall be judicially or administratively declared illegal or infirm, the remaining provisions shall remain in full force and effect.

#### **Section 4. Effectivity Clause.**

This Executive Order shall take effect immediately upon its signing and remain in full force and effect until repealed, revoked or amended accordingly.

**SO ORDERED.**

**DONE** this 23<sup>rd</sup> day of January 2024 in the City of Bacoor, Province of Cavite.

  
**STRIKE B. REVILLA**  
City Mayor



E.O. No. 28 - 2024  
**NSTP MOBILIZATION ORDINANCE OF BACOR**  
Page 2 of 2

**STRIKE  
AS1**

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**THE IMPLEMENTING RULES AND REGULATIONS  
OF CITY ORDINANCE NO. 258-2023, Series of 2023**

**"AN ORDINANCE REQUIRING ALL COLLEGE STUDENTS WHO ARE UNDERGOING OR HAVE UNDERGONE THE NATIONAL SERVICE TRAINING PROGRAM (NSTP) AND ALL MEMBERS OF THE NATIONAL SERVICE RESERVE CORPS (NSRC) RESIDING IN THE CITY OF BACOR, CAVITE TO ASSIST IN DISASTER PREVENTION, PREPAREDNESS, AND RELIEF OPERATIONS AND PROVIDING PENALTIES FOR VIOLATIONS HEREOF."**

**RULE I - GENERAL PROVISIONS**

**SECTION 1. TITLE.** These Implementing Rules and Regulations shall be known and cited as the **"Implementing Rules and Regulations of City Ordinance No. 258-2023, Series of 2023 ("IRR")**, the **"NSTP MOBILIZATION ORDINANCE OF BACOR."**

**SECTION 2. PURPOSE.** These Implementing Rules and Regulations are promulgated to prescribe a framework for effectively implementing and enforcing City Ordinance No. 258-2023, Series of 2023.

**SECTION 3. CONSTRUCTION.** The Implementing Rules and Regulations shall be construed and applied in compliance with and in furtherance of the policies and objectives of the above Ordinance.

**RULE II – POLICIES AND OBJECTIVES**

**SECTION 4. DECLARATION OF POLICY.** It shall be the policy of the City of Bacor:

1. To serve and protect its constituents, and in return, it shall be the responsibility of all citizens to defend the security of the State, and in fulfillment thereof, the government may require each citizen to render personal, military, or civil service.

Page 1 of 6 ✓



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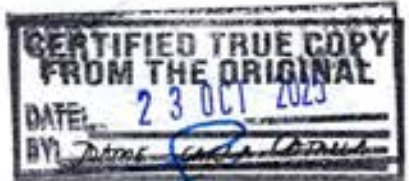
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*Office of the Mayor*



2. To promote civic consciousness among the youth and develop their physical, moral, spiritual, intellectual, and social well-being.
3. To inculcate patriotism and nationalism in the youth and advance their involvement in public and civic affairs.
4. To integrate disaster risk reduction and management education in the school curricula of the secondary and tertiary level of education, including the National Service Training Program (NSTP), whether private or public, including formal and non-formal, technical-vocational, indigenous learning, and out-of-school youth courses and programs.
5. To engage the participation of civil society organizations, the private sector, and volunteers in the government's disaster risk reduction programs towards complementing resources and effectively delivering services to the citizenry.

### **RULE III – SCOPE AND COVERAGE**

**SECTION 5. COVERAGE.** This Implementing Rules and Regulations shall only apply to all students undergoing the National Service Training Program (NSTP) and to all persons who are members of the National Service Reserved Corps (NSRC) residing in the City of Bacoor, Cavite.

### **RULE IV - DEFINITION OF TERMS**

**SECTION 6. DEFINITION OF TERMS.** For purposes of this Implementing Rules and Regulations, these terms are defined as follows:

1. **NSTP (National Service Training Program)** – is a civic education and defense preparedness program for students instituted by the Government of the Philippines on 23 July 2001 by virtue of Republic Act 9163, otherwise known as the National Service Training Program Act of 2001.
2. **ROTC (Reserve Officers Training Corps)** – is tasked to train and develop college students in the rudiments of Military Service in order to produce capable Armed Forces of the Philippines reservists.

Page 2 of 6



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3. **NSRC (National Service Reserve Corps)** – is an organization created by virtue of RA 9163 or the NSTP Act of 2001 in order to provide a trained, motivated, and organized manpower reserve that the State can tap for disaster risk. Reduction and management, civic welfare, literacy, national emergency, environmental protection, and other similar endeavors in the service of the nation.
4. **Mobilization** – refers to the active participation of private citizens residing in the City of Bacoor in disaster response and management activities in response to a call to action from the city government.
5. **Bacoor Disaster Risk Reduction Management Office (BDRRMO)** – refers to the department of the city government created to spearhead all activities related to disaster risk reduction and management in the City of Bacoor.

#### RULE V – MANDATORY GUIDELINES

**SECTION 7. MANDATORY MOBILIZATION OF NSTP STUDENTS AND NSRC MEMBERS.** The City Mayor, upon the recommendation of the City Disaster Risk Reduction and Management Council in coordination with the Office of Civil Defense, is hereby empowered to mobilize all students attending the National Service Training Program (NSTP) and all persons who are members of the National Service Reserve Corps (NSRC) residing in the City of Bacoor, Cavite (*to be referred to collectively as the "Volunteers"*) to participate in various disaster preparedness, prevention, and relief operations within the city during the occurrence of severe natural or man-made disasters; *Provided that*, the City Mayor shall only exercise this power when the emergency responders of the city government are not enough to address threats to public health and safety caused by the said disasters.

**SECTION 8. SUPERVISION OF VOLUNTEERS BY BDRRMO.** The Bacoor Disaster Risk Reduction Management Office (BDRRMO) is mandated to supervise the volunteers and assign the tasks that they are expected to perform. In assigning the said tasks, the BDRRMO shall exert every effort to minimize risks to the safety of the volunteers.

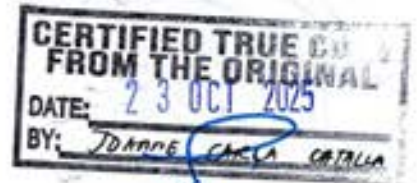




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Province of Cavite

**CITY OF BACOR**

*Office of the Mayor*



## **RULE VI – PROHIBITED ACTS**

**SECTION 9. PROHIBITED ACTS.** The following acts shall be considered a violation of City Ordinance No. 258-2023, Series of 2023:

1. Unjustified refusal to heed the City Mayor's call for The mobilization of volunteers;
2. Unjustified refusal to obey the lawful commands of the BDRMO Head or his/her designated subordinates during DRRM operations;
3. Abandonment of post assigned by the BDRMO Head or his/her designated subordinates during DRRM operations or
4. Any act similar or analogous to any of the foregoing.

## **RULE VII – PENALTIES AND SANCTIONS**

**SECTION 10. PENALTIES.** All adults who commit any of the prohibited acts mentioned in Section 6 of City Ordinance No. 258-2023, Series of 2023, or Section 9 of this Implementing Rules and Regulations shall be required to pay a fine of P3,000.00 upon conviction by a competent court of law. No child shall be required to pay the said fine. Neither shall the parents or guardians of minors who violated this Ordinance shall be required to pay the said fine.

In compliance with RA No. 9344, also known as the "Juvenile Justice and Welfare Act of 2006", a child refers to a person under eighteen (18) years old. Accordingly, an adult is a person above the age of eighteen (18) or one who has attained the age of majority.

**SECTION 11. COMMUNITY SERVICE.** A violator of this Ordinance who is unable to pay the required fine shall be allowed to render community service not exceeding 16 hours. The Head of the BDRMO or the City Mayor shall determine the nature of the violator's community service.

After completing the community service, the head of the BDRMO shall render a report to the office of the City Inspection and Compliance Unit, which shall consider the case closed. Non-completion of the community service as certified by the BDRMO head shall be deemed a waiver on the part of the violator to still avail of the benefits

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provided in this Ordinance, and the filing of the case with the City Prosecutor's Office shall proceed accordingly.

In the performance of community service, the offender shall not be made to perform any task that exposes him/her to public ridicule or bodily injury, or that requires him/her to do anything that can be characterized as cruel and unusual punishment.

## **RULE VII – NO CONTEST POLICY**

**SECTION 12. NO CONTEST PROVISION.** Any person apprehended for violating City Ordinance No. 258-202, Series of 2023, who does not wish to contest the violation and is willing to pay voluntarily the fine imposed upon him/her prior to the filing of a formal complaint against him/her with the Office of the City Prosecutor, shall be allowed to pay the said fine at the City Treasurer's Office to avoid being criminally prosecuted.

**SECTION 13. PROCEDURE IN THE AVAILMENT OF THE NO CONTEST PROVISION.** The following provisions shall be used before the "No Contest Provision of this ordinance can be availed of:

- A. The violator shall be given five (5) working days from issuance of the Ordinance Violation Receipt (OVR) within which to pay the fine.
  1. The fine involved shall be the minimum imposable under the Ordinance violated;
  2. Where the Ordinance violated imposes fines for the first, second, and third offenses, and the law enforcer has no way of determining how many times the offender has violated the ordinance - the fine for the second offense shall be imposed against the offender.
  3. If the violator already availed of the No Contest Provision three (3) times within one (1) calendar year, he/she can no longer avail of the same and the corresponding complaint for the violation of the Ordinance, with the maximum penalty imposed should be filed against the violator before the Office of the City Prosecutor.
- B. A violator who avails of the No Contest Provision in this Ordinance must first secure an "Order of Payment" from the designated department/unit of the City Government of Bacoor implementing the ordinance he/she violated before paying the fine at the City Treasurer's Office;

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- C. After payment of the fine, the violator shall present the Official Receipt to the designated City Government department/unit implementing the ordinance he/she violated and shall then attach a Certified True Copy (CTC) of the receipt to the documents of the case and the case shall be considered closed;
- D. If, after the lapse of five (5) days, the violator has failed to present the Official Receipt of the payment of the fine, the designated City Government Department/Unit implementing the ordinance he/she violated shall have the case filed with the City Prosecutor's Office, attaching an Affidavit or Certification from the said department/unit that the violator failed or did not avail of the No Contest Provision;

#### **RULE IX - MISCELLANEOUS PROVISIONS**

**SECTION 14. SEPARABILITY CLAUSE.** If, for any reason, any provision or part of this IRR is declared invalid or unconstitutional, other provisions not affected thereby shall remain in full force and effect.

**SECTION 15. REPEALING CLAUSE.** All Ordinances, Resolutions, local, Executive Orders, or Administrative Issuances or parts inconsistent with the IRR's provisions are hereby repealed, amended, or modified accordingly.

**SECTION 16. EFFECTIVITY.** This IRR shall take effect immediately.

