



**EXECUTIVE ORDER No. 116 - 2024**  
**Series of 2024**

**AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS  
OF CITY ORDINANCE NO. 343-2024, OTHERWISE KNOWN AS THE  
"INSTALLATION OF LAND MARKERS REGULATION ORDINANCE  
OF THE CITY OF BACOR"**

**WHEREAS**, Section 16 of R.A. 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 including the promotion of safety of its constituents and provision of adequate transportation facilities;

**WHEREAS**, the Sangguniang Panlungsod enacted and passed City Ordinance No. 343-2024, otherwise known as the "Installation of Land Markers Regulations Ordinance of Bacoor," which aims to regulate the installation of land markers by private entities for the orderly development and enhancement of overall real property governance within the City of Bacoor;

**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 "Installation of Land Markers Regulations 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. 343-2024 herein attached.

**Section 1. Implementing Rules and Regulations (IRR).** Attached herein is the Implementing Rules and Regulations of City Ordinance No. 343-2024, which shall form part of this Executive Order. This shall be known as the "Implementing Rules and Regulations of "Installation of Land Markers Regulations Ordinance of Bacoor."

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.



Republic of the Philippines  
Province of Cavite  
**CITY OF BACOR**  
*Office of the City Mayor*



**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 11<sup>th</sup> day of June 2024 in the City of Bacoor, Province of Cavite.

  
**STRIKE B. REVILLA**  
City Mayor



SBR20244255





**IMPLEMENTING RULES AND REGULATIONS OF  
CITY ORDINANCE NO. 343-2024, OTHERWISE KNOWN AS  
"THE INSTALLATION OF LAND MARKERS REGULATION ORDINANCE  
OF THE CITY OF BACOR"**

**RULE I  
GENERAL PROVISIONS**

**Section 1. TITLE.** These Rules shall be known and cited as the "Implementing Rules and Regulations of the Installation of Land Markers Regulation Ordinance of the City of Bacoor."

**Section 2. PURPOSE.** These Rules and Regulations are promulgated to prescribe the procedures and guidelines for the effective implementation of Bacoor City Ordinance No. 343-2024 governing the installation of land markers or monuments within the City of Bacoor by Civil Society Organizations. Specifically, these Rules aim to:

1. Regulate the installation of land markers by civil society organizations in public spaces, sidewalks, or center islands.
2. Ensure that the civil society organization, be it a group of professionals, business, or for civic or humanitarian purposes, intends to place a marker or monument in public places and is duly accredited by the City Government of Bacoor.
3. Ensure that markers or monuments are properly placed or installed in public places without destroying, altering, or defacing the natural landscape, particularly historical sites and tourist destinations.
4. Provide guidelines to civil society organizations interested in installing or placing a marker or monument on public places or spaces within the City of Bacoor and
5. Provide penalties for any violation of City Ordinance No. 343-2024 and its IRR.

**Section 3. SCOPE AND APPLICATION.** The provisions of these Rules shall cover all markers or monuments intended to be installed in public places or spaces within the City of Bacoor, Cavite, by any civil society organization, civic group, professional group, or business group duly accredited as such by the Sangguniang Panlungsod of the City of Bacoor, Cavite.

**Section 4. IMPLEMENTING OFFICE.** The Office of the City Mayor, in coordination with the City Engineering Office, shall be the lead implementing agency for implementing the City Ordinance No. 343-2024. Other departments, units, or offices of the City Government of Bacoor shall assist in the effective implementation of the said Ordinance and this IRR.



**Section 5. RULES OF CONSTRUCTION.** In construing the provisions of this Code, the following rules of construction shall be observed unless inconsistent with the manifest intent of the provision, or when applied, they would lead to absurd or highly improbable results.

1. **General rule.** — All words and phrases shall be construed and understood according to the standard and approved usage of the language, but technical words and phrases and such others which may have acquired a peculiar appropriate meaning in this Code shall be construed and understood according to such technical, peculiar, or appropriate meaning.
2. **Gender and number.** — Every word in this Code importing the masculine gender shall extend to both females and males. Every word importing the singular number shall extend and apply to several persons or things, and every word importing the plural number shall also extend and apply to one person or thing.
3. **Computation of time.** — The time within which an act is to be done as **provided** in this code or in any rule or regulation issued pursuant to the provisions thereof when expressed in days shall be computed by excluding the first day and including the last day, except if the last day falls on a Sunday or a holiday in which case the same shall be excluded from the computation, and the next business day shall be considered the last day.
4. **References.** — All references to Chapter, Articles, Sections are to the Chapter, Articles, Sections in this Code, unless otherwise specified.
5. **Conflicting provisions of the section.** — If the provisions of different sections conflict with or contravene each other, the provisions of each section shall prevail as to all specific matters and questions involved therein.

## **RULE II**

### **DECLARATION OF POLICY AND DEFINITIONS**

**Section 6. DECLARATION OF POLICY.** It is the policy of the City Government of Bacoor to:





1. Regulate the activities relative to the use of land or public spaces within the City to promote the general welfare, and for said purpose, shall require that these properties be kept and maintained in a functional and sanitary condition.
2. Ensure that civil society organizations and/or non-government organizations take an active role in promoting good governance in local government units through strengthened partnerships in the planning, implementation, and monitoring of projects relative to the delivery of public services.
3. Promote historical and cultural heritage in the City of Bacoor by regulating the installation of land markers by civil society organizations.
4. Recognize the paramount importance of regulating the installation of land markers by private entities for the orderly development and enhancement of overall real property governance within the City of Bacoor, including infrastructure planning and environmental management, among others.
5. Ensure compliance with applicable laws, regulations, and standards governing the installation and maintenance of land markers by civil society organizations.
6. Establish mechanisms for the enforcement and monitoring of marker-related activities to safeguard the public interest and prevent unauthorized encroachments or alterations.

**Section 7. DEFINITIONS.** As used in these Rules, the following terms shall be defined as:

1. Civil Society Organization (CSO) - a non-state and non-profit association that works to improve society and the human condition. It can be a civic organization, professional group, business group, non-government organization, people's organization, or cooperative.
2. Civic Organization - any local service club, fraternal society or association, volunteer group, or local civic league or association not organized for profit but operated exclusively for educational or charitable purposes, including the promotion of community welfare and the earnings of which are devoted exclusively to charitable, educational, recreational or social-welfare purpose.
3. Professional Group - a duly incorporated nonstock corporation of registered professionals established for the benefit and welfare of the professionals of one discipline, the advancement of the profession itself, and the other professional ends.
4. Business Group - a non-stock corporation composed of businesses in the same industry established to pursue the industry's interests.
5. Accredited Organization - an organization that obtains accreditation or authority from the Sangguniang Panlungsod for representation to a local special body and for other purposes, such as participation in local government programs.



6. Marker - any permanent or semi-permanent plaque with text embedded in the ground, mounted to a structure, or placed on a freestanding pole to inform the public about a historical event, place, person, or organization.
7. Monument - any permanent or semi-permanent object (including statues, fountains, obelisks, and significant plantings) installed to commemorate or memorialize an event, place, or person.

### **RULE III IMPLEMENTING PROVISIONS**

**Section 8. PERMIT TO INSTALL A MARKER OR MONUMENT.** No marker or monument shall be installed on any public property, spaces, sidewalks, or center island by any civil society organization, civic group, professional group, or business group without prior approval and permit from the City Mayor through a Sangguniang Panlungsod Resolution after compliance with the requirements provided hereunder.

A permit from the City Mayor is likewise required when there exists any intended modification, movement, demolition, or removal of the existing markers or monument installed by civil society organization (CSO), civic group (CG), professional group (PG), or business group (BG).

**Section 9. EXEMPTIONS.** Historical or cultural markers or monuments placed or built pursuant to the authority of the National Historical Commission of the Philippines are exempt from the application of City Ordinance No. 343-2024 and its IRR. Markers or monuments introduced and installed by the city government on any government buildings, bridges, or other public property or improvements are likewise exempt from this article.

**Section 10. GENERAL CONDITIONS.** In the evaluation of the application of any interested civil society organization, civic group, professional group, or business group, the following conditions should be taken into consideration to determine if the location or site is appropriate for the installation of a marker or monument:

1. The design, content, or language of a marker or monument reflecting the principles of the applicant CSO, CO, PG, or BG shall have historical, aesthetic, local, and general significance to the interest of the general public. It shall be respectful of the values and culture of the community where it is intended to be installed.
2. All monuments and markers shall be properly set in the ground, surveyed, and approved by the City Engineering Office prior to recommendation to the City Mayor and the Sangguniang Panlungsod for approval of the application.





3. The installation of a proposed marker or monument should not cause overcrowding at the site or - if there are other existing markers or monuments thereon - result in diminishing the visibility or aesthetic value of the markers and monuments that were first erected on the said site.
4. The establishment of the proposed marker or monument should not have a negative impact on the environment or the ecology and should not anger or offend the sensibilities of persons residing in the community where the marker or monument is supposed to be erected.
5. The proposed marker or monument should not require the removal or alteration of existing above or below-ground utilities.
6. The proposed location should be large enough to accommodate a marker or monument and should not encroach on other existing marker or monument sites, buildings, sidewalks, or thoroughfares.
7. The proposed location should not be prone to frequent automobile accidents or flooding, which could damage the proposed marker or monument.
8. The proposed site should be easy to maintain. The care and maintenance of the marker or monument shall be undertaken by the applicant CSO, CO, PG or BG including its immediate surroundings.
9. The installation of a marker or monument should enhance the public space and character of the surrounding community or neighborhood.
10. The installation of a marker or monument should not require the alteration or removal of existing traffic or street signs and other government-installed signs.
11. The proposed site should be visible and accessible from a public right of way.
12. The marker or monument must be made of enduring quality materials.

**Section 11. REQUIREMENTS FOR THE APPLICATION OF PERMIT.** Any civil society organization, civic group, professional group, or business group interested in installing a marker or monument on public places or spaces or introducing any improvement on the existing ones shall comply with the following requirements:

1. Documentary requirements proving that it is a duly accredited or legitimate civil society organization, civic group, professional group, or business group
2. Application letter duly addressed to the City Mayor indicating its interest in installing marker or monument in a public area or place.
3. Submission of a City Resolution signifying that it is a bonafide civil society organization duly accredited by the Sangguniang Panlungsod of Bacoor.
4. A resolution of the CSO, CO, PG, or BC stating its interest in installing a marker or monument.
5. Submission of a project plan for the construction/installation, maintenance, and preservation and/or restoration of the proposed marker or monument.





6. Details of the intended design, content, measurement, and other specifications of the marker or monument to be placed or built in a public place or space.
7. Proposed location or site plan where the marker or monument is to be placed or built.
8. Information when the marker or monument is to be set and
9. Approval letter from a homeowners' association or the barangay concerned about the location or area where a marker or monument will be installed.

**Section 12. PROCEDURE FOR ISSUANCE OF PERMIT.** The following procedures shall be observed in the issuance of permits to establish a marker or monument:

1. A civil society organization, civic group, professional group, or business group shall submit to the Office of the City Mayor an application letter requesting a permit to install a marker or monument on a public place or property together with the requirements mentioned in the preceding section. The design, layout, location, purpose, and bills of materials of the monument/marker to be erected must be attached to the application letter.
2. The Office of the City Mayor shall transmit the application request and requirements to the Sangguniang Panlungsod and the City Engineering Office (CEO) for evaluation of the proposed installation of a marker or monument.
3. The CEO shall conduct a survey on the proposed site on which a marker or monument is intended to be placed to ensure that no utilities will be damaged by the installation. The CEO may seek assistance from the following city offices:
  - a. City Tourism and Cultural Affairs Department (CTCAD) in identifying whether the proposed site is a local historic area. A proper endorsement or certification shall be issued by the CTCAD on whether or not the proposed site is a local historic area.
  - b. City Planning and Development Office and/or City Zoning and Land Development Department to determine if there are future government projects in the proposed area. A proper endorsement or certification shall be issued by the CPDO or CZLDD on whether or not there are future government projects in the proposed site area.
4. The CEO shall make recommendations based on its survey, assessment, and endorsements/certifications by the other concerned city offices and submit the same to the Office of the City Mayor for approval.
5. The Office of the City Mayor shall forward the recommendations to the Sangguniang Panlungsod for appropriate legislative action.
6. The Sangguniang Panlungsod shall conduct a hearing to determine the appropriateness of a CSO, CO, PG, or BG's application request, taking into consideration the CEO and the City Mayor's recommendations.





7. The Sanggunian shall review the completeness of the requirements submitted and decide whether to approve/disapprove the application. If the application is approved, it shall issue a City Resolution of no objection to the proposed installation of a marker or monument; otherwise, a notice of disapproval shall be sent to the applicant CSO.
8. On the basis of a Sangguniang Panlungsod resolution, the City Mayor shall cause the applicant organization or group to pay the required application fee. Upon presentation of an official receipt as proof of payment, the City Mayor shall issue a permit.

**Section 13. VALIDITY OF PERMIT.** The permit shall be valid for three (3) months upon issuance thereof. It shall be automatically revoked if no installation of marker or monument or preparation thereof takes place within three (3) months from the issuance of such permit.

**Section 14. APPLICATION FEE.** A fee of Php2,500.00 shall be paid by the applicant organization to the Office of the City Treasurer within five (5) days upon information and/or issuance of an order of payment by the Office of the City Mayor. No actual building, construction, or installation activities shall take place unless an application fee is paid and a permit has been duly issued.

**Section 15. ROLE OF THE PRIMARY IMPLEMENTING OFFICE.** The City Engineering Office (CEO) shall be the lead office in charge of the implementation of the City Ordinance No 343-2024 and its IRR. It shall have the following duties and responsibilities:

1. Collect data and make an inventory of all the markers and monuments installed in public places or spaces within the City of Bacoor by civil society organizations.
2. Formulate guidelines on the allowable specifications of a marker or monument that may be introduced or installed on public property.
3. Administer, coordinate, supervise, and control the installation, placement, construction, maintenance, improvement, and repair of markers or monuments on public spaces or properties within the City in consideration of the existing city architectural plan and design.
4. Submit a recommendation to the City Mayor of the Sangguniang Panlungsod for the approval of any application for the installation of a marker or monument.
5. Review, formulate, and recommend measures for appropriate action by the City Mayor or the Sangguniang Panlungsod on the implementation and/or amendments of City Ordinance No. 343-2024.
6. Make an annual report to the City Mayor on the implementation of City Ordinance No. 343-2024.