

Republic of the Philippines
Province of Cavite
CITY OF BACOOR
Office of the City Mayor
EXECUTIVE ORDER



Seal of
Good
Local
Governance
2023 Awardee
7 YEARS OF GOOD

CGBCR-MO-05-104.02
05/30/2024

EXECUTIVE ORDER No. 174 - 2024
Series of 2024

**"AN ORDER ADOPTING THE IMPLEMENTING RULES
AND REGULATIONS OF CITY ORDINANCE NO. 382-2024
AMENDING SECTION NOS. 1 AND 4 OF CITY ORDINANCE
NO. 266-2023, OTHERWISE KNOWN AS AN ORDINANCE
IMPOSING VARIOUS FEES FOR THE USE OF
CREMATORY/COLUMBARIUM SERVICES,
BEREAVEMENT ROOM, AND THE CHAPEL AT THE
MOLINO SITUATED AT BARANGAY MOLINO 2, BACOOR
CITY, CAVITE"**

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. 382-2024 series of 2024, entitled "An Ordinance Amending Section Nos. 1 and 4 of City Ordinance No. 266-2023 Entitled: "An Ordinance Imposing Various Fees for the Use of Crematory/Columbarium Services, Bereavement Room, and the Chapel at the Molino Situated at Barangay Molino, Bacoor City, Cavite";

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 City Ordinance No.382-2024 series of 2024;

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. 382-2024 series of 2024 herein attached.

Section 1. Implementing Rules and Regulations (IRR). Attached herein is the Implementing Rules and Regulations of City Ordinance No. 382-2024 series of 2024, which shall form part of this Executive Order. This shall be known as the "The Implementing Rules and Regulations of City Ordinance No. 382-2024 series of 2024". 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.

E.O. No. 174 - 2024
Page 1 of 2



Address: Bacoor Government Center, Bacoor Blvd.,
Brgy. Bayanan, City of Bacoor, Cavite
Telephone: 434-1111
Website: www.bacoor.gov.ph



Cert. no. 24181809

CERTIFIED TRUE COPY
FROM THE ORIGINAL
DATE:
BY: JOAN CATE CATHU



Republic of the Philippines
Province of Cavite
CITY OF BACOOR
Office of the City Mayor
EXECUTIVE ORDER



Seal of
Good
Local
Governance
2023 Awardee
7 YEARS AND GOING

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 2nd day of December 2024 in the City of Bacoor, Province of Cavite.

STRIKE B. REVILLA
City Mayor

E.O. No. 174 - 2024
Page 2 of 2



Address: Bacoor Government Center, Bacoor Blvd.,
Brgy. Bayanan, City of Bacoor, Cavite
Trunkline: 434-1111
Website: www.bacoor.gov.ph



Cert. no. 24/181809



Republic of the Philippines
Province of Cavite
CITY OF BACOOR
Office of the City Mayor



Seal of
Good
Local
Governance
2023 Awardee
7 years in a row!

**THE IMPLEMENTING RULES AND REGULATIONS OF
CITY ORDINANCE NO. 382-2024 SERIES OF 2024**

OR

**"AN ORDINANCE AMENDING SECTION NOS. 1 AND 4
OF CITY ORDINANCE NO. 266-2023 ENTITLED: "AN
ORDINANCE IMPOSING VARIOUS FEES FOR THE USE
OF CREMATORY/COLUMBARIUM SERVICES,
BEREAVEMENT ROOM, AND THE CHAPEL AT THE
MOLINO SITUATED AT BARANGAY MOLINO 2,
BACOOR CITY, CAVITE"**

**Rule I
GENERAL PROVISIONS**

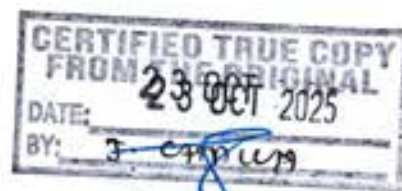
Section 1. Title. – This shall be the Implementing Rules and Regulations ("IRR" of City of Bacoor Ordinance No. 382-2024, Series of 2024, amending Section Nos. 1 and 4 of City Ordinance No. 266-2023 Series of 2023, also known as the "Ordinance." Henceforth, the IRR shall be referred to as the "Rules."

Section 2. Purpose. – This IRR is promulgated to prescribe the procedure and guidelines for the effective implementation of Bacoor City Ordinance No. 382-2024, Series of 2024. The Ordinance is enacted to provide burial services for the people of Bacoor City as well as the public in general and to implement certain programs to share the needs of Bacoor residents.

Section 3. Scope and Application. – This IRR shall apply to all residents of the City of Bacoor, ensuring that the amendment of the crematorium service fees remains sustainable, efficient, and fair for all users.

- A. Fee Structure and Cost Recovery.** Ensuring that the fees charged cover the operational costs of the crematorium, including maintenance, staff salaries, and utilities.
- B. Service Improvements and Inclusions.** Funding upgrades and improvements to facilities and services, such as better equipment or enhanced customer service.





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



Seal of
Good
Local
Governance
2023 Awardee
7 years in a row

- C. **Regulatory Compliance.** Aligning fees with new regulations or standards that may require additional resources or changes in procedures.
- D. **Economic Adjustments.** Reflecting changes in the economic environment, such as inflation or increased costs of materials and services.
- E. **Equity and Accessibility.** Making services more accessible to different segments of the population, possibly by introducing competitive pricing or subsidies for low-income families.
- F. **Transparency and Accountability.** Providing clear information to the public about how fees are determined and what they cover, ensuring transparency and accountability in the management of crematorium services.

Section 4. Implementing Offices. The City Cemetery Office, with the assistance of the City Administration Office and City Finance Department, shall assume primary responsibility for enforcing the aforementioned City Ordinance and this IRR. Other city government departments, units, or offices may be called upon by the directive of the City Mayor to provide auxiliary support in the effective implementation of both the Ordinance and this IRR.

Section 5. Rules of Construction. In construing the provisions of This IRR, 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 Interpretation.** – All words and phrases used in this IRR should be understood according to their usual meaning, but technical terms or those with specific meanings in this IRR should be interpreted accordingly.
- 2. **Gender and Number.** – Words indicating gender or number should be interpreted inclusively, acknowledging all gender identities and expressions and all numerical interpretations.
- 3. **Calculation of Time.** – When determining timeframes for actions as outlined in this IRR or related regulations, the first day is excluded, and the last day is included unless it falls on a Sunday or a holiday, in which case the following business day is considered the final day.
- 4. **References.** – Any mention of chapters, articles, or sections refers to those within this IRR unless otherwise specified.





Republic of the Philippines
Province of Cavite
CITY OF BACOOR
Office of the City Mayor



Seal of
Good
Local
Governance
2023 Awardee
7 YEARS IN A ROW

5. **Resolution of Conflicts.** – In the event of conflicting provisions within different sections, each section's specific details should prevail

Rule II
DECLARATION OF POLICY AND DEFINITIONS

Section 6. Declaration of Policy. – It is the policy of the City Government of Bacoor to ensure transparency and accountability in the management of crematorium services and to offer more equitable, efficient, and sustainable crematorium costs, especially for the benefit of impoverished families.

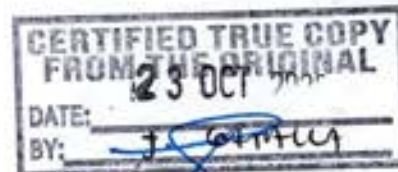
Rule III
IMPLEMENTING PROVISIONS

Section 7. Crematorium Service Fees¹. The following fees shall be paid by anyone who avails of the crematorium services at the Molino Cemetery situated in Barangay Molino 2, Bacoor City, Cavite.

For Registered Bacoor City Vote/SBR Card Holders/Incumbent City or Barangay Officials/City Government or Barangay Employees or the dependent of the above persons		For Voters of Other LGUs/No SBR Card/Non-Resident of Bacoor City
Adults, youth and children (12 years old and below)	Php10,000.00 with Urn	Php10,500.00 with Urn
Infant (1 year old & below)	Php5,000.00	Php6,000.00
Bones (Adults, children and infants)	Php5,000.00	Ph6,000.00
Urn	Free	Free

¹ Amending Section 1 of City Ordinance No. 266-2023 Series of 2023





Republic of the Philippines
Province of Cavite
CITY OF BACOOR
Office of the City Mayor



Seal of
Good
Local
Governance
2023 Awardee
7 YEARS OF A COMMITMENT

Cremation Permit	PHP 700.00	Php 1,000.00
------------------	------------	--------------

Section 8. Procedures for the Use of the Cremation Services/Columbarium².
In conformity with City Ordinance No. 266-2023 Series of 2023, the following procedures must be complied with in order to avail of the cremation and columbarium services of the Molino Cemetery:

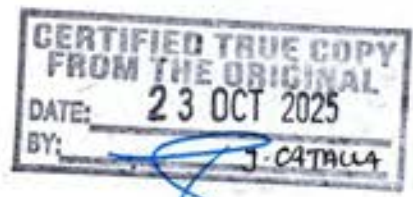
1. The relative/s of the deceased must submit the Cremation Application Form (CAF) to the Office of the City Mayor. The CAF must contain the following personal data of the deceased: name, age, complete address, and the cause/date/place of death of the deceased. The Death Certificate of the deceased must be attached to the CAF.
2. To avail of discounted rates mentioned in Section 6 of City Ordinance No. 266-2023, residents must submit a Certificate of Residency from the Barangay where the deceased resided immediately prior to his/her death.
3. The relative/s of the deceased must obtain an Order of Payment from the City Administrator or any duly authorized representative of the City Mayor, which must state the amount of fees to be paid to the government.
4. The relative/s of the deceased must pay the fees stated in the Order of Payment at the City Finance Department.
5. After payment of the said fees and the issuance of the corresponding official receipt by the City Finance Department (formerly the "City Treasurer's Office"), the relatives of the deceased must obtain a Cremation Permit from the Office of the City Administrator or any duly authorized representative of the City Mayor. The Cremation Permit shall indicate the schedule of the cremation and the designated number of the niche/vault where the remains shall be interred. In case the relatives of the deceased choose to enter the remains somewhere else, they shall be required to submit an Undertaking or Affidavit of Waiver, Release, and Quitclaim. Upon the submission of the required undertaking, the urn with the remains of the deceased shall be released to them.

The revised procedure, as stated in Section 4.5 above, is designed to properly ensure the documentation and compliance with local regulations.

- A. Payment and Receipt.** After making the necessary payments, the relatives obtain an official receipt from the City Finance Department.

² Amending Section 4 of City Ordinance No. 266-2023 Series of 2023





Republic of the Philippines
Province of Cavite
CITY OF BACOOR
Office of the City Mayor



Seal of
Good
Local
Governance
2023 Awardee
7 YEARS IN A ROW

- B. **Cremation Permit.** The applicant must obtain a Cremation Permit from the City Administration Office or an authorized representative of the City Mayor. This permit includes the cremation schedule and the niche or vault number for interment.
- C. **Alternative Interment.** If the relatives choose to enter the cremains elsewhere, the applicant must submit an Undertaking or Affidavit of Waiver, Release, and Quitclaim.
- D. **Release of the Cremains.** Upon submission of the required documents, the urn with the remains is released to the relatives.

Rule IV FINAL PROVISIONS

Section 9. Budget Appropriations. – The City Government of Bacoor shall allocate the necessary funds in its annual budget or any subsequent supplemental budget to implement the provisions outlined in the Ordinance.

Section 10. Changes or Modifications of the Implementing Rules and Regulations. – In order to ensure the efficient and effective implementation of the Ordinance, the Office of the City Mayor, in consultation with relevant offices, may propose amendments to said Ordinance and, consequently, to this IRR, as deemed necessary.

Section 11. Separability. – Should any section or provision of this IRR be deemed unconstitutional or invalid, the unaffected sections or provisions shall continue in full force and effect.

Section 12. Repeal. – All local rules or regulations inconsistent with or contrary to the provisions of this IRR are hereby repealed and modified accordingly.

Section 13. Effectivity. – This IRR shall take effect immediately upon its approval.

