

**AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF
CITY ORDINANCE NO. 263-2023, OR THE "PUBLIC EVENTS 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...xxx;

WHEREAS, the Sangguniang Panlungsod enacted and passed City Ordinance No. 263-2023, entitled "*An Ordinance Regulating the Holding of Various Public Events Involving Large Crowds and/or Numerous Motor Vehicles Within the City of Bacoor, Cavite and Imposing Various Penalties for Violations Hereof*," with the end in mind of maintaining peace and order by enacting measures to prevent and suppress lawlessness, disorder, riot, violence, rebellion, or sedition and impose penalties for violating said ordinances;

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 said Ordinance.

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. 263-2023 herein attached.

Section 1. Implementing Rules and Regulations (IRR).

Attached herein is the Implementing Rules and Regulations of City Ordinance No. 263-2023 which shall form part of this Executive Order. This shall be known as the "**Implementing Rules and Regulations of the Public Events Regulation Ordinance of the City 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.





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CITY OF BACOR

Office of the 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All previously issued orders and directives inconsistent with any provision found herein shall be deemed repealed, revoked or amended accordingly.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 18th day of January 2024 in the City of Bacoor, Province of Cavite.


STRIKE B. REVILLA
City Mayor



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THE IMPLEMENTING RULES AND REGULATIONS OF
CITY ORDINANCE NO. 263-2023, ENTITLED "AN
ORDINANCE REGULATING THE HOLDING OF
VARIOUS PUBLIC EVENTS INVOLVING LARGE
CROWDS AND/OR NUMEROUS MOTOR VEHICLES
WITHIN THE CITY OF BACOR, CAVITE AND
IMPOSING VARIOUS 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 the Public Events Regulation Ordinance of the City of Bacoor".

SECTION 2. PURPOSE. These Implementing Rules and Regulations are promulgated to prescribe a framework for the effective implementation and enforcement of City Ordinance No. 263-2023, Series of 2023.

SECTION 3. CONSTRUCTION. These Implementing Rules and Regulations (IRR) shall be liberally construed to carry out the policies embodied herein. In their interpretation and application, the provisions of this IRR shall be held to be the minimum requirements for the protection of the public and shall be construed to achieve the purposes for which this IRR was adopted.

This Implementing Rules and Regulations shall interfere with, abrogate, and annul any other ordinance, rule, order, memorandum, or guideline prevailing in the City of Bacoor prior to its approval that is inconsistent with the provisions of this ordinance. Where any provision of this IRR imposes restrictions different from those imposed under other provisions of this IRR, the provision that is more restrictive or that imposes higher standards shall be controlled.

RULE II – DECLARATION OF POLICY

SECTION 4. It shall be the policy of the City of Bacoor to maintain peace and order by enacting measures to prevent and suppress lawlessness, disorder, riot, violence, rebellion, or sedition and impose penalties for violating said ordinances.

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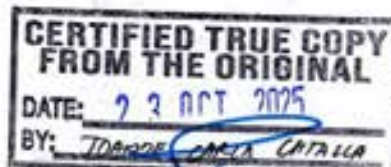




RULE III – DEFINITION OF TERMS

SECTION 5. DEFINITION OF TERMS. – The following terms shall be defined as follows:

1. **Public Events** – are concerts, motorcades, parades, rallies, races, and other activities participated in by fifty (50) or more natural persons or fifteen (15) or more motor vehicles held anywhere in the City of Bacoor. The said term shall also encompass extra-curricular activities of schools/learning institutions, religious processions, and funeral processions to be held on public roads and other public places, regardless of the number of participants in the said activities.
2. **Bacoor Traffic Management Department (BTMD)** – the department of the city government tasked to enforce the various ordinances and policies of the city government related to traffic management.
3. **Traffic Management Plan** – a detailed combination of text, layouts, figures, and drawings that define specifically what traffic control measures will be provided by the organizer of a public event. How they will be implemented, on what schedule, and such other information as may be required from time to time by the BTMD.
4. **Bacoor Disaster Risk Reduction and Management Office (BDDRMO)** – the city government department primarily tasked to prevent disasters, prepare for emergencies, and coordinate all efforts to address public emergencies.
5. **Bureau of Fire Protection (BFP)** – the national agency tasked to implement the Fire Code of the Philippines.
6. **Emergency Evacuation Plan** – written, detailed procedures outlining the various schemes to be implemented by the organizer/s of public events in cooperation with the BDDRMO, the BFP, and the Bacoor City Police that aims to assist persons attending the said activities to quickly and safely leave any venue/place during the occurrence of any natural or man-made calamity.
7. **Public Event Permit** – a written authorization to be issued by the City Mayor or by the City Administrator authorizing the holding of a public event pursuant to the provisions of this ordinance.



8. **Ordinance Violation Receipt** – a legal document to be issued to any person who shall violate this Ordinance by the city government employees/officials tasked to implement this measure.

RULE IV – PROHIBITED ACTS

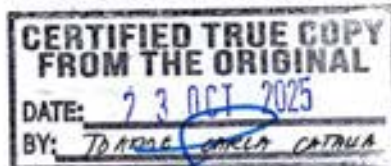
SECTION 6. PROHIBITED ACTS. – The following acts are hereby prohibited:

1. Holding any public event in any venue within the City of Bacoor without a Public Event Permit;
2. Failure to submit a Traffic Management Plan to the BTMD and an Emergency Evacuation Plan to the BDRRMO at least fifteen (15) working days prior to the holding of the event involving 3,000 or more natural persons or 50 or more motor vehicles;
3. Failure to submit a Traffic Management Plan to the BTMD and an Emergency Evacuation Plan to the BDRRMO at least five (5) working days prior to the holding of the event involving fifty (50) or more but less than 3,000 natural persons and/or fifteen (15) or more but less than 50 motor vehicles;
4. Unjustified failure of any person connected with the holding of the public event-including employees of the city government to implement the Traffic Management Plan and the Emergency Management Plan that was approved by the BTMD and by the BDRRMO, respectively, on the day the public event was held;
5. Failure of any person to comply with the various terms and conditions of the Public Event Permit;
6. Submission by the organizer/s of the public event of any false/falsified information or document related to the holding of the activity to any office or department of the city government;
7. Unjustified refusal of the organizer/s of the public event or the management of the venue of the said activity to comply with lawful orders of any city government employee or official tasked to implement the approved Traffic Management Plan and Emergency Evacuation Plan;
8. Unjustified failure of any city government employee or official to implement the approved Traffic Management Plan and Emergency Evacuation Plan; and

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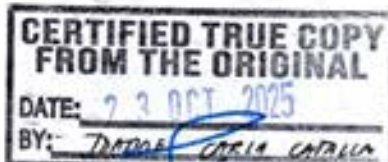
9. Any act analogous or similar to any of the above-mentioned acts.

RULE V – PUBLIC EVENT PERMIT

SECTION 7. REQUIREMENTS FOR THE ISSUANCE OF A PUBLIC EVENT PERMIT. – The following requirements shall be complied with for the issuance of a public event permit by the Business Permit and Licensing Department (BPLD):

1. Letter addressed to the Office of the City Mayor through the City Administrator's Office, which shall be written:
 - a. Within 15 days prior to the holding of the public event – if the public event is expected to be participated in by 3,000 or more natural persons and/or 50 or more motor vehicles
 - b. Within five days prior to the holding of the public event – if the public event is expected to be participated in by fifty (50) or more but less than 3,000 natural persons and/or fifteen (15) or more but less than 50 motor vehicles
2. Name and address of the organizers
 - a. If the organizer is a corporation or partnership
 - i. The certification of registration of the said corporation or partnership issued by the Securities and Exchange Commission (SEC);
 - ii. The full names, addresses, and contact numbers of all of the incorporators/partners of the said juridical entity and
 - iii. Mayor's Permit and Business License if registered in the City of Bacoor.
 - b. If the organizer is a sole proprietorship,
 - i. The certification of registration from the Department of Trade and Industry (DTI);
 - ii. The full name, address, and contact number of the sole proprietor; and
 - iii. Mayor's Permit and Business License if registered in the City of Bacoor





3. Full description of the event, which shall include the date/time when it shall be held, the place/s where it shall be held, and the number of people expected to attend the said event;
4. A clear copy of the Traffic Management Plan and Emergency Evacuation Plan prepared by the organizer/s and
5. In the case of concerts or movie premiers, the organizers of the said event/s shall submit a surety bond issued by a reputable bonding company in the amount of P100,000.00, which shall be used to compensate any person who may be injured/ damaged in the course of holding the event or immediately after its holding which is attributable to the fault or negligence of the organizer/s or their employees/ agents. The said bond shall be returned to the organizer/s not later than thirty (30) days after the holding of the public event.

SECTION 8. PROCEDURE. – For the issuance of a public event permit by the BPLD, the following procedures shall have been faithfully complied with:

1. If the public event is expected to be participated in by 3,000 or more natural persons and/or 50 or more motor vehicles, the organizer/s shall write the City Mayor through the City Administrator at least fifteen (15) days prior to the holding of the public event. However, if the public event is expected to be participated in by fifty (50) or more but less than 3,000 natural persons and/or fifteen (15) or more but less than 50 motor vehicles, the organizer/s shall write the City Mayor through the City Administrator at least five (5) days prior to the holding of the public event.
2. The City Mayor/City Administrator shall direct the BDRMO and the BTMD to review the Traffic Management Plan and Emergency Evacuation Plan submitted by the organizer/s as well as all other documents/data submitted by the organizer/s.

If no Traffic Management Plan and Emergency Evacuation Plan were attached to the letter, the City Mayor/City Administrator may either (a) Disapprove the application or (b) Direct the BDRMO and/or the BTMD to assist the organizer/s in preparing the said plans.

Notices to the public regarding the said event, as well as the traffic congestion that it might produce, shall be posted prominently on the various social media outlets of the city government and in various public places within the city. The said notices shall also contain suggestions on the alternative routes that motorists might take to avoid being caught in any traffic jam the public event might cause.

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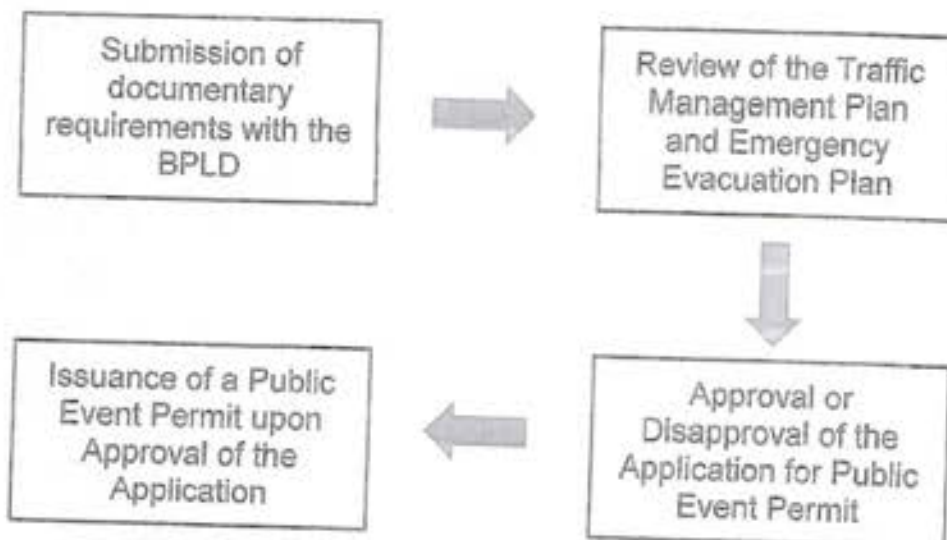
3. In case the public event is expected to involve 3,000 or more natural persons or 50 or more motor vehicles, the City Mayor/City Administrator must either approve or disapprove the application not later than five (5) calendar days prior to the holding of the public event.

In case the public event is expected to involve fifty (50) or more but less than 3,000 natural persons and/or fifteen (15) or more but less than 50 motor vehicles, the City Mayor/City Administrator must either approve or disapprove the application not later than two (2) calendar days prior to the holding of the public event.

The organizers of masses, novenas, and other forms of religious worship usually done every week shall only apply once for the said permit.

4. The Public Event Permit shall be issued by the BPLD, to be signed either by the City Mayor or the City Administrator and by the heads of the BTMD and BDRMO, the Chief of Police, and the Fire Marshall of the City of Bacoor.

FLOWCHART FOR THE ISSUANCE OF THE PUBLIC EVENT PERMIT





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: TRINIE SAKLA CATRANA

TIMELINE FOR THE ISSUANCE OF THE PUBLIC EVENT PERMIT

STEP	PROCEDURE	OFFICE RESPONSIBLE	PROCESSING TIME
Step 1	Submission of Application for Public Event Permit and Other Documentary Requirements Related Thereto	Business Permit and Licensing Department	10 mins.
Step 2	Receipt of Order of Payment (for Surety Bond)	City Administrator's Office or Business Permit and Licensing Department	5 mins.
Step 3	Payment of Surety Bond as Stated in the Order of Payment	City Treasurer's Office	30 mins.
Step 4	Review of Traffic Management Plan and Emergency Evacuation Plan	City Administrator's Office, BDDRMO or BTMD	15 calendar days – if event will involve 3,000 or more natural persons or 50 or more motor vehicles
			5 calendar days – if event will involve 50 to 3,000 natural persons or 15 to 50 motor vehicles
Step 5	Receipt of Approved Application	City Administrator's Office or Business Permit and Licensing Department	10 mins.
Step 6	Issuance of Public Event Permit	Business Permit and Licensing Department	3 working days
Step 7	Posting of Notice of Public Event	BDDRMO or BTMD	5 calendar days – if event will involve 3,000 or more natural

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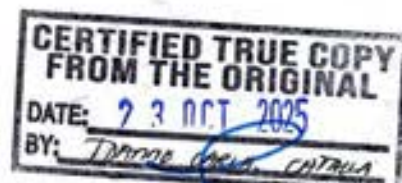
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FROM THE ORIGINAL**
DATE: 23 OCT 2025
BY: TORRES JACLA CATARA

			persons or 50 or more motor vehicles
			2 calendar days – if event will involve 50 to 3,000 natural persons or 15 to 50 motor vehicles

SECTION 9. CLAIMS ON THE SURETY BOND. – The surety bond to be submitted by organizers of concerts and movie premiers mentioned above, or any unclaimed portion thereof, shall be returned to the organizer/s within thirty (30) working days after the event. Persons who may have been injured or damaged during the holding of the event or immediately after its holding due to the fault or negligence of the organizer/s or by their employees/agents shall have twenty (20) working days within which to file a claim against the organizer/s of the event. The City Treasurer shall have custody of the said bond for not more than thirty (30) working days after the event and shall be held accountable for its loss/destruction. The City Treasurer shall also have the duty of returning the said bond or any unclaimed portion thereof to the organizer/s of the event.

SECTION 10. FORFEITURE OF BOND. – In case the organizer/s of the event fail/s to claim the bond or any unclaimed portion thereof within 180 days after it was issued by a reputable bonding company and after sending a written notice to the last known address of any of the organizers, the City Treasurer may forfeit the same in favor of the city government. The said bond or any unclaimed portion thereof shall become part of the general funds of the city government.

SECTION 11. ORDINANCE VIOLATION RECEIPT. – No criminal action shall be filed in court by any official/employee of the city government unless an Ordinance Violation Receipt is issued against the offender/s pursuant to the relevant provisions of City Ordinance No. 228-2022.



RULE VI – PENAL PROVISIONS

SECTION 12. PENALTIES.

1. The following penalties shall be imposed against any natural person who shall violate this Ordinance after a court of competent jurisdiction has convicted them:

First Offense: payment of fine amounting to P5,000.00 and imprisonment for not more than 120 days.

Second Offense: payment of fine amounting to P5,000.00 and imprisonment for not more than 240 days.

Third Offense: payment of fine amounting to P5,000.00 and imprisonment for not more than 365 days.

In case the offender qualifies for the rendition of community service in lieu of paying the said fines or serving the said imprisonment pursuant to City Ordinance No. 228-2022 (the "Uniform Procedures Implementation Ordinance of Bacoor"), the payment of the said fines and the serving of the said imprisonment may be suspended.

2. In case the offender is an employee of the city government, the said person may, aside from being made to pay the fines and to serve the prison terms mentioned above, also be terminated from employment pursuant to pertinent civil service rules and regulations.
3. In case the offender is a corporation or partnership, the president, chief executive officer (CEO), or managing partner of the said juridical entity shall pay the appropriate fines and shall serve the prison terms imposed by the court after conviction.

RULE VII - MISCELLANEOUS PROVISIONS

SECTION 13. REPEAL. All orders, implementing rules, and regulations inconsistent with the IRR are expressly repealed or modified.





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SECTION 14. SEPARABILITY. In case any provision of this IRR is declared void by a court of law, the remaining provisions of this IRR, not affected by the said judicial declarations, shall remain valid and enforceable.

SECTION 15. EFFECTIVITY. This IRR shall take effect immediately upon its approval.

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