



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



16 September 2025

Hon. FRANCISCO GABRIEL REMULLA
Provincial Governor
Province of Cavite
Cavite Provincial Capitol Building
Trece Martires, Cavite



PROVINCE OF CAVITE
OFFICE OF THE PROVINCIAL GOVERNOR
(046) 419-2321



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 Orders issued by the undersigned, for your review and appropriate action:

EO NO.	DATE	TITLE
MSBR-107-2025	September 16, 2025	AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 422-2025 SERIES OF 2025 OTHERWISE KNOWN AS "AN ORDINANCE AUTHORIZING THE GRADUAL REPLACEMENT OF ALL MOTOR VEHICLES OWNED BY THE CITY OF BACOOR THAT ARE USING FOSSIL FUEL WITH HYBRID AND/OR E-VEHICLES AND PROVIDING PENALTIES FOR VIOLATIONS HEREOF"

Thank you.

Very truly yours,

HON. STRIKE B. REVILLA
City Mayor



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



Cert. no. 24/181809



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EXECUTIVE ORDER
EXECUTIVE ORDER NO. MSBR-107-2025
Series of 2025

AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 422-2025 SERIES OF 2025 OTHERWISE KNOWN AS "AN ORDINANCE AUTHORIZING THE GRADUAL REPLACEMENT OF ALL MOTOR VEHICLES OWNED BY THE CITY OF BACOR THAT ARE USING FOSSIL FUEL WITH HYBRID AND/OR E-VEHICLES AND PROVIDING PENALTIES FOR VIOLATIONS HEREOF"

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. 422-2025, Series of 2025 entitled "An Ordinance Authorizing The Gradual Replacement Of All Motor Vehicles Owned By The City Of Bacoor That Are Using Fossil Fuel With Hybrid And/Or E-Vehicles And Providing Penalties For Violations Hereof";

WHEREAS, the City Government of Bacoor recognizes the need to issue the 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 City Ordinance No. 422-2025 Series of 2025;

NOW, THEREFORE, I, STRIKE B. REVILLA, City Mayor of Bacoor, Cavite, by virtue of the powers vested in me by law, do hereby order the adoption and implementation of the Revised Implementing Rules and Regulations of City Ordinance No. 422-2025 Series of 2025, herein attached.

Section 1. Implementing Rules and Regulations (IRR). Attached herein are the Implementing Rules and Regulations of City Ordinance No. 422-2025 Series of 2025, which shall form part of this Executive Order. This shall be known as the "Implementing Rules and Regulations of City Ordinance No. 422-2025 Series of 2025." All affected offices and departments are hereby ordered to adopt the said implementing rules and regulations and be guided accordingly. Strict compliance and observance by all city government officials and employees with these Implementing Rules and Regulations is hereby ordered.





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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 16th day of September 2025 in the City of Bacoor, Province of Cavite.


STRIKE B. REVILLA
City Mayor





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**IMPLEMENTING RULES AND REGULATIONS OF
CITY ORDINANCE NO. 422-2025, SERIES OF 2025**

**"AN ORDINANCE AUTHORIZING THE GRADUAL
REPLACEMENT OF ALL MOTOR VEHICLES OWNED BY
THE CITY OF BACOR THAT ARE USING FOSSIL FUEL
WITH HYBRID AND/OR E-VEHICLES AND PROVIDING
PENALTIES FOR VIOLATIONS HEREOF".**

**RULE I
GENERAL PROVISIONS**

SECTION 1. Title. These Rules shall be known and cited as the **"E-Vehicle Conversion Plan Ordinance of the City of Bacoor"**.

SECTION 2. Purpose. These Implementing Rules and Regulations (IRR) are promulgated to prescribe the procedures and guidelines for the implementation of Bacoor City Ordinance No. 422-2025, Series of 2025. This Ordinance aims to:

1. Authorize the City Mayor, the City Vice Mayor, and the Punong Barangay of all the 47 barangays of the City of Bacoor — with the approval of at least a majority of the Sangguniang Panlungsod and of the Sangguniang Barangay of the said barangays — to purchase hybrid and/or electric vehicles beginning on August 2025 subject to compliance thereby to pertinent auditing, purchase, and/or procurement regulations imposed by the national government;
2. Authorize the City Mayor, the City Vice Mayor, and the Punong Barangay of all the 47 barangays of the City of Bacoor — with the approval of at least a majority of the Sangguniang Panlungsod and of the Sangguniang Barangay of the said barangays — to auction all motor vehicles powered by fossil fuel that are four (4) years old or older beginning on August 2025 subject to compliance thereby to pertinent auditing, purchase, and/or procurement regulations imposed by the national government; and
3. Authorize the City Mayor, the City Vice Mayor, and the Punong Barangay of all the 47 barangays of the City of Bacoor to exercise such other powers necessary for the successful implementation of the powers mentioned above subject to compliance thereby to pertinent auditing, purchase, and/or procurement regulations imposed by the national government.





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SECTION 3. Scope and Application. The provisions of these Rules shall apply to all motor vehicles owned by the City of Bacoor, mandating their gradual replacement with hybrid or electric vehicles. It applies to city and barangay officials responsible for procurement and compliance with national regulations, with penalties imposed for violations.

SECTION 4. Legal Basis. In the implementation of the Ordinance, the following issuances, circulars, and rules of the National Government and the City are controlling:

1. **Republic Act No. 11285** or the Energy Efficiency and Conservation Act and its implementing rules and regulations;
2. **Republic Act No. 11697** or the Electric Vehicle Industry Development Act and its implementing rules and regulations;
3. **Executive Order No. 87-2024** or An Order Reconstituting the Bacoor City Inventory, Appraisal, and Property Disposal Committee;
4. **COA-DBM Joint Circular No. 2024-1** or the Revised Manual on the Disposal of Government Properties;
5. **DILG Memorandum Circular No. 2024-047** or the Roles and Responsibilities of the Local Government Units under Republic Act No. 11697, Otherwise Known as the Electric Vehicle Industry Development Act (EVIDA);
6. **DILG Memorandum Circular No. 2022-105** or the Revised Policy Guidelines on Motor Vehicle Purchase/Acquisition, Use and Rental by the Local Government Units.
7. Any and all laws, rules, issuances, or circulars issued by National Government Agencies in relation to the purposes of the Ordinance and these Implementing Rules and Regulations, including rules on government budgeting, procurement, accounting, and auditing.

SECTION 5. Implementing Office. This Ordinance should begin to be implemented not later than August 2025 by the Office of the City Mayor, the Office of the City Vice Mayor, the Office of the Sangguniang Panlungsod, and by the 47 barangays of the City of Bacoor, and by committees as may be designated.

SECTION 6. 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.





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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 Ordinance shall be construed and understood according to such technical, peculiar, or appropriate meaning.
2. **Gender and number.** — Every word in this IRR 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 IRR 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 Chapters, Articles, Sections are to the Chapters, Articles, Sections in this IRR or the Ordinance, 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

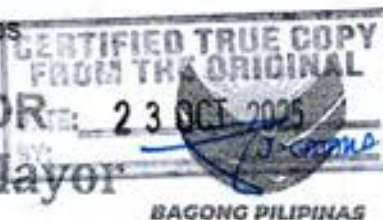
SECTION 7. Declaration of Policy. It shall be the declared policy of the State to institutionalize energy efficiency and conservation as a national way of life geared towards the efficient and judicious utilization of energy by formulating, developing, and implementing energy efficiency and conservation plans and programs to secure sufficiency and stability of energy supply in the country to cushion the impact of high prices of imported fuels to local markets and protect the environment in support of the economic and social development goals of the country.

SECTION 8. Definition of Terms. As used in this Ordinance, the following terms shall be defined as:





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1. **Electric Vehicles** — refers to a vehicle with at least one (1) electric drive for vehicle propulsion with reference to Section 5 of the EVIDA-IRR.
2. **Hybrid Electric Vehicles** — refer to a vehicle with both a rechargeable energy storage system and a fueled power source for propulsion, with reference to Section 5 of the EVIDA-IRR.

RULE III
IMPLEMENTING PROVISIONS

SECTION 9. Implementation. Following Section 2 of City Ordinance No. 422-2025, the two operational implementations are as follows:

1. To purchase hybrid and/or electric vehicles; and
2. To auction all motor vehicles powered by fossil fuels that are four (4) years old or older.

SECTION 10. Acquisition or purchase. The acquisition, purchase, or procurement of hybrid and/or electric vehicles shall follow the regular rules on procurement in consideration of the above-enumerated laws and issuances provided for in Section 4 of this Implementing Rules and Regulations. The General Services Office is hereby ordered to ensure strict compliance with the same.

SECTION 11. Amendment of Executive Order No. 87-2024. The disposal of motor vehicles powered by fossil fuels shall be particularly governed by COA-DBM Joint Circular No. 2024-1.

The IAPDC under Executive Order No. 87 -2024, as amended by this IRR, shall be primarily responsible for the inventory, appraisal, and disposal of motor vehicles powered by fossil fuels. Hence, Executive Order No. 87 -2024 or the Order Reconstituting the Bacoor City Inventory, Appraisal, and Property Disposal Committee (IAPDC) is hereby amended to include the following:

- a. The IAPDC shall have a secretariat formed by the following personnel:
 - i. One personnel from the General Services Office;
 - ii. Two personnel from the City Accounting Department.
- b. The Secretariat of the IAPDC shall undertake the following:
 - i. Provide technical and administrative support to the IAPDC;





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- ii. Organize and make all necessary arrangements for meetings and conferences;
- iii. Prepare the agenda for meetings, as determined by the Chairperson and based on the recommendation of the Committee;
- iv. Prepare minutes of the meetings and resolutions of the IAPDC and certify the same as true and correct;
- v. Receive and take custody of documents and other records, and ensure that all actions undertaken by the IAPDC are properly documented;
- vi. Draft correspondences and other communications for review/signature of the Chairperson;
- vii. Manage the sale and distribution of public auction documents or any other relevant disposition documents to interested bidders;
- viii. Advertise and/or post disposal opportunities;
- ix. Assist in managing the disposal process;
- x. Monitor activities and milestones for proper reporting to relevant agencies when required;
- xi. Act as the central channel of communications for the IAPDC and bidders or buyers, and the general public; and
- xii. Perform other related functions that may be designated by the Chairperson of the IAPDC;

SECTION 12. Inventory. The General Services Office is hereby ordered to submit to the IAPDC the following as required by COA-DBM Joint Circular No. 2024-1:

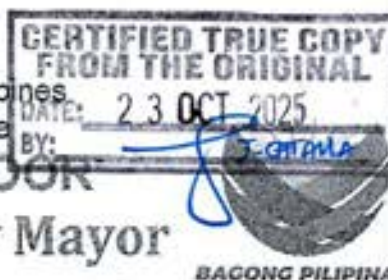
1. Inventory and Inspection Report of Unserviceable Property (IIRUP)- this report shall be used to account for all government properties of an entity that are subject to disposal and serves as the basis for derecognizing the government properties carried in the PPE accounts, which shall be accompanied by any of the following, as the case may be:
 - a. Individual survey report, duly certified by the Supply Officer and the supervisor of the Supply Officer;





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Seal of
Good
Food
Gastronomy
AWARDEE
8 years
in a row!

- b. List of missing spare parts, duly certified by the Supply Officer and the supervisor of the Supply Officer;
 - c. Stencils of chassis and engine numbers of motor vehicles; and
 - d. Current photographs show all sides of the properties.
2. Waste Materials Report (WMR)- covers expendable materials, supplies, and consumables, including spare parts, empty containers, and remnants from destroyed or damaged fixed assets.
3. Property Transfer Report (PTR)- used when there are transfers of properties from one Accountable Officer/Agency/Fund Cluster to another Accountable Officer/Agency/Fund Cluster.

SECTION 13. Inspection. The function of inspection is to determine through first-hand observation of the physical and operational condition of the motor vehicle and its marketability or ability to attract prospective buyers. It is also aimed to supplement the theoretical computations of the value of the motor vehicle to be disposed of.

The IAPDC shall conduct an inspection of the motor vehicles, and the following shall be observed and performed, as applicable, and thereafter issue an appropriate inspection report:

1. Check the appearance and physical condition of the property, if accurate as described in the Inventory and Inspection Report of Unserviceable Property or its equivalent document;
2. Check the physical condition/general appearance of the property to compare its depreciation and correct valuation relative to the following:
 - a. It being operational, under repair, economically repairable, or beyond economic repair;
 - b. The quality, degree, and extent of maintenance and repair done on the properties;
 - c. It has complete, damaged, worn-out, or missing parts;
 - d. Its general obsolescence and availability, as well as the estimated cost of the spare parts, and the actual repair. If the properties are found to be obsolete, the properties may be appraised as junk, and
 - e. If the properties are properly sheltered or exposed to elements and theft.



STRIKE 1

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3. Determine the condition factor and verify the capacity, model, year of manufacture, serial number, chassis number, property number, and motor number, among other technical specifications of the property and its accessories, if any;
4. Check the year of the acquisition or its present age, and the number of years the property has been actually utilized;
5. Check if the property still has market demand or if there are probable buyers in the locality.
6. Inspect the location of the property and the available facilities for its transportation.
7. If the property is to be disposed of as junk, verify parts that could be salvaged or profitably used, e.g., engine, dynamo, wheels, tires, axles, and body or chassis in the case of motor vehicles. This may be done in consultation with persons with technical expertise in utilizing the property.
8. These salvaged parts could either be transferred to or used for another property or serve as a spare part.
9. In cases where there are no other properties that could make use of these salvaged parts, determine if there are available buyers of said parts and if disposing of them separately from the property itself would bring the best returns to the agency.

SECTION 14. Condition Factor and Rating of Properties. In determining the condition factor or the adjustment factor used to consider the actual condition of the properties under appraisal through an evaluation of the state or condition of the major components of such vehicles relative to an ideally functioning model and usually estimated based on the component and condition rating of the vehicles the ratings as provided for under Part II, Letter E of COA-DBM Joint Circular No. 2024-1 shall be utilized.

SECTION 15. Appraisal. Appraisal is the computation of the appraised value of the properties subject to disposal and to set the government's minimum selling price so that the government shall receive fair compensation for the items sold. Regardless of the mode of disposal to be undertaken based on the ocular inspection, the appraised value shall be computed using the information/data appearing in the IIRUP, WMR, and PTR or their equivalent documents as the basis. The considerations as enumerated in Part II, Letter F, and the Appraisal Formulae in Part II, Letter G of COA-DBM Joint Circular No. 2024-1 shall govern the appraisal of motor vehicles subject to these Implementing Rules and Regulations.





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RULE IV
FINAL PROVISIONS

SECTION 16. In the implementation of the Ordinance and these rules and regulations, all City Government officials and employees are enjoined to strictly adhere to pertinent procurement, budgeting, accounting, and auditing laws, rules, and regulations.

SECTION 17. Budget Appropriations. The funding for the implementation of the Ordinance and these Rules shall be appropriated from the General Fund of the City Government or other lawful sources.

SECTION 18. Changes or Modifications of the Implementing Rules and Regulations. To appropriately administer the efficient and effective implementation of City Ordinance No. 422-2024, Series of 2024, the Office of the City Mayor, after consultation with the concerned offices, may recommend to the Sangguniang Panlungsod amendments to the said Ordinance and, consequently, this IRR.

SECTION 19. Separability Clause. If, for any reason, any section or provision of this IRR is declared unconstitutional or invalid, the remaining sections or provisions not affected thereby shall continue to be in full force and effect.

SECTION 20. Repealing Clause. All local rules or regulations that are inconsistent or contrary to the provisions of this IRR are hereby repealed or modified accordingly.

SECTION 21. Effectivity. This IRR shall take effect immediately upon approval.

