



Republic of the Philippines
Province of Cavite

CITY OF BACOOR
Office of the City Mayor
TRANSMITTAL

State of
Good
Governance
AWARDEE
*8 years
in a row!*

21 OCTOBER 2025

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



PROVINCE OF CAVITE
OFFICE OF THE PROVINCIAL GOVERNOR
(044) 419-2311

RECEIVED
BY: **IVANILLES R. SILAN**
Administrative Aide VI

TIME: 1:20 DATE: OCT 21 2025

Dear Gov. Remulla,

Good day!

In compliance with Art. 59(b)(1), Rule XII of Administrative Order No. 270, Series of 1992, this is to respectfully submit the attached Executive Order issued by the undersigned for your review and appropriate action.

EO NO.	DATE	TITLE
MSBR-125-2025	October <u>21</u> , 2025	AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 457-2025 SERIES OF 2025 AND CITY ORDINANCE NO. 432-2025, OTHERWISE KNOWN AS "THE KATIPUNAN NG KABATAAN ID REGULATION ORDINANCE."

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



Republic of the Philippines

Province of Cavite

CITY OF BACOR

Office of the City Mayor

**EXECUTIVE ORDER****EXECUTIVE ORDER NO. MSBR-125-2025****Series of 2025**

AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 457-2025 SERIES OF 2025 AND CITY ORDINANCE NO. 432-2025, OTHERWISE KNOWN AS "THE KATIPUNAN NG KABATAAN ID REGULATION ORDINANCE."

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. 457-2025 and City Ordinance No. 432-2025, Series of 2025, entitled "The Katipunan ng Kabataan ID Regulation Ordinance";

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. 457-2025 and City Ordinance No. 432-2025, 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. 457-2025 and City Ordinance No. 432-2025, Series of 2025, herein attached.

Section 1. Implementing Rules and Regulations (IRR). Attached herein are the Implementing Rules and Regulations of City Ordinance No. 457-2025 and City Ordinance No. 432-2025, 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. 457-2025 and City Ordinance No. 432-2025, 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.

E.O. No. MSBR-125-2025

Page 1 of 2



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

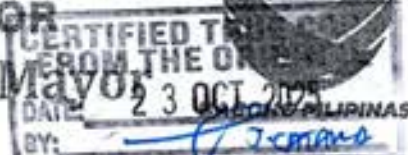


Page No. 24/104000

01/15/2025



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 21 day of October 2025 in the City of Bacoor, Province of Cavite.




STRIKE B. REVILLA
City Mayor





Republic of the Philippines
Province of Cavite

CITY OF BACOR

BAGONG PILIPINAS

OFFICE OF THE CITY LEGAL SERVICE



CGBCR-OCLS-02-F01.04
01/06/2025



ENDORSEMENT LETTER NO. 775, Series of 2025

TO : Atty. AIMEE TORREFRANCA-NERI
City Administrator
City Administrator's Office

SUBJECT : FOR REVIEW AND COUNTERSIGNATURE
EO No. MSBR-125-2025, Series of 2025

DATE : 16 OCTOBER 2025

The Office of the City Legal Service respectfully endorses to your good office the original copy of the below-mentioned Executive Order for your review and countersignature:

Executive Order No. MSBR-125-2025, entitled: "AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 457-2025 SERIES OF 2025 AND CITY ORDINANCE NO. 432-2025, OTHERWISE KNOWN AS 'THE KATIPUNAN NG KABATAAN ID REGULATION ORDINANCE.'"

Should the attached Executive Order be sufficient and satisfactory, we respectfully request your countersignature and its subsequent endorsement to our City Mayor, **Hon. Strike B. Revilla**, for his final approval and signature.

Thank you.

Respectfully,

ATTY. KIM NYCA R. LOFRANCO
City Legal Officer

OFFICE OF THE CITY ADMINISTRATOR

6) 1-4100 LOCAL 212
REF. NO. 3907 DATE: 10/16/25
RECEIVED BY: [Signature] TIME: 9:52 pm



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



Cert. no. 24/181809



**THE IMPLEMENTING RULES AND REGULATIONS OF
CITY ORDINANCE NO. 457-2025 SERIES OF 2025 AND
CITY ORDINANCE NO. 432-2025**

OR

**"THE KATIPUNAN NG KABATAAN ID REGULATION
ORDINANCE"**

**Rule I
GENERAL PROVISIONS**

SECTION 1. Title. This shall be the Implementing Rules and Regulations ("IRR" of City of Bacoor Ordinance No. 457-2025, Series of 2025, and City Ordinance No. 432-2025, Series of 2025, entitled **"The Katipunan ng Kabataan ID Regulation Ordinance"**, also known as the "Ordinance." Henceforth, the IRR shall be referred to as the "Rules."

SECTION 2. Purpose. This IRR is promulgated to solve the problems of amending Sections 7 and 9 of City Ordinance No. 432-2025, Series of 2025, otherwise known as "The Katipunan ng Kabataan ID Regulation Ordinance".

SECTION 3. Scope and Application. The Ordinance and this IRR shall apply to all various youth groups that have emerged in different communities and barangays of the City of Bacoor, which can be involved, centralized, or collaborate with the Sangguniang Kabataan (SK) and eventually benefit from government programs and projects.

SECTION 4. Implementing Offices. The City Social Welfare Development Department, the City Health Office, and the Management Information System/ E-Governance Department shall be the lead offices for implementing the Katipunan ng Kabataan ID Regulation Ordinance. As may be directed by the City Mayor, other city government departments, units, or offices shall assist in effectively implementing 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.

The Implementing Rules and Regulations of City Ordinance No. 457-2025 and City Ordinance No. 432-2025

Page 1 of 8





Republic of the Philippines
Province of Cavite

CITY OF BACOOR
Office of the City Mayor



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.
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 shall be the policy of the City Government of Bacoor to recognize the vital role of the youth in nation-building and to promote and protect their overall well-being. In relation to this, it is recognized that establishing a uniform system for the issuance and regulation of KK-IDs to prevent misuse and ensure these are solely used for legitimate purposes. The system shall enable the smooth delivery of programs and services intended for registered youths.

SECTION 7. Definition of Terms. Whenever used in this Ordinance, the following terms shall have the respective meanings hereafter set forth:

1. **Bacoor City Sangguniang Kabataan Database** — refers to a database having all relevant personal and sensitive personal information of all qualified and enrolled Katipunan ng Kabataan members living within the City of Bacoor or those who shall subsequently be issued a Bacoor City Katipunan ng Kabataan Identification Card after enrollment in the same.
2. **Katipunan ng Kabataan ID** – pertains to an identification card issued by, or made to appear to have been issued by, the SK Bacoor for the exclusive use of the KK member.

The Implementing Rules and Regulations of City Ordinance No. 457-2025 and City Ordinance No. 432-2025

Page 2 of 8



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



Cert. no. 24/181809



3. **Issuance of Katipunan ng Kabataan ID** – refers to the release of a Katipunan ng Kabataan ID by the offices mentioned above after the youth applicant has complied with the various requirements for the issuance of the said proof of identity. The issuance of the said ID signifies that the holder of the same is entitled to the various privileges granted to KK members, various laws, and City Ordinances.
4. **Renewal of Katipunan ng Kabataan ID** – pertains to the renewal of the privilege of using a validly issued KATIPUNAN NG KABATAAN ID by the local government of the City of Bacoor. The renewal of the said ID signifies that the holder of the same is still entitled to the various privileges granted to KK members by various laws and City Ordinances.
5. **Youth** – refers to those persons whose ages range from fifteen (15) to thirty (30) years old.
6. **Youth Organization** – refers to those organizations whose membership or composition is youth.

Rule III IMPLEMENTING PROVISIONS

SECTION 8. Sangguniang Kabataan Database. The Bacoor City Sangguniang Kabataan Database is hereby established. This database shall contain the following information gathered from the registrant youths:

1. Full Name;
2. Date of Birth;
3. Place of Birth;
4. Sex/Gender;
5. Nationality;
6. Residential Address;
7. Contact Information (email/telephone/mobile);
8. Name of Parents;
9. Educational Background;
10. Emergency Contact Person;
11. Position in SK, if any;
12. Membership in any Youth Organization/s;
13. Others, as may be required in the Implementing Rules and Regulations;
14. Voters Registration Status

The Implementing Rules and Regulations of City Ordinance No. 457-2025 and City Ordinance No. 432-2025

Page 3 of 8₄





SECTION 9. Enrollment To Bacoor City Sangguniang Kabataan Database. All qualified youths, aged 15-30, residing in the City of Bacoor are encouraged to enroll themselves in the Bacoor City Sangguniang Kabataan Database in their respective barangays. The Local Youth Development Office (LYDO) may designate its personnel to the barangays to assist in the enrollment in the database. This database will serve as a repository of various data, information, and knowledge on the SK members, as generated by the Sangguniang Barangay in each barangay.

SECTION 10. The Katipunan Ng Kabataan ID. All enrolled members of the Sangguniang Kabataan or designated Barangay Employee shall be issued a Bacoor City Sangguniang Kabataan Identification Card.

The purpose of the issuance of the Bacoor City Katipunan ng Kabataan Identification Cards to qualified members is for the following:

1. To ensure proof of the personality, legitimacy, and qualification of each youth KK member enrolled in the Bacoor City Sangguniang Kabataan Identification Card;
2. To prevent fraudulent and malicious impersonation of unqualified persons or unenrolled persons to the Bacoor City Katipunan ng Kabataan Identification Card, and the eventual grant of benefits and privileges;
3. To manage efficiently the provision of grants, benefits, and privileges to qualified and enrolled KK members to the Bacoor City Katipunan ng Kabataan Identification Card, and their access to services provided by the City;

The Bacoor City Katipunan ng Kabataan Identification Card shall solely and exclusively be used for monitoring and efficient processing of information of the elected members qualified to avail and/or actually availing the programs and projects of the City Government.

SECTION 11. Effectivity of KK-ID. A KATIPUNAN NG KABATAAN ID shall remain valid for one (1) year and shall be issued free of charge.

SECTION 12. Katipunan Ng Kabataan ID Application. The Sangguniang Kabataan Federation, in coordination with the Local Youth Development Office (LYDO), shall implement the following procedures for the issuance of SANGGUNIANG KABATAAN ID applications done in person (walk-in) by an applicant:

Applicant must fill out the registration form and submit the following documentary requirements:

1. Barangay Certificate as proof of residency

The Implementing Rules and Regulations of City Ordinance No. 457-2025 and City Ordinance No. 432-2025





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



2. 2 pcs of 1 x 1 picture
3. Birth Certificate or Valid ID

SECTION 13. KKK ID.

1. The Sangguniang Kabataan will provide the funds for the KK ID as part of their Katipunan ng Kabataan Profiling program.
2. No amount shall be charged to the applicants for the renewal of the KK ID.
3. In case of loss or damage of the KK ID, the applicant shall be given a replacement ID free of charge.

SECTION 14. Renewal of KK-ID. The following procedures shall be observed for the renewal of a KK-ID:

1. The SK official shall accomplish and submit the prescribed KATIPUNAN NG KABATAAN ID Renewal Application Form to the Barangay SK office at least thirty (30) days prior to the expiration of the current ID.
2. The following documents shall accompany the application form:
 - a. Copy of the expired KK-ID;
 - b. Certification from the Barangay confirming the KK official's active status;
 - c. One (1) recent 1x1;
 - d. Proof of payment for the ID.
3. Upon receipt of the complete application, the designated officer shall process the renewal on the same day.
4. The designated officer shall verify the authenticity of the submitted documents and confirm the applicant's eligibility.
5. The KATIPUNAN NG KABATAAN ID shall be issued only after successful validation.

SECTION 15. Assistance of the Barangay Management and Information System. The Barangay Management and Information System is hereby directed to assist the Sangguniang Kabataan Offices in the issuance of the KK-ID.

SECTION 16. Maintenance of Records and KK Database. The E-Governance Department, the Local Youth Development Office, the Barangay Management and Information System, and the respective Sangguniang Kabataan Offices are jointly directed to safely keep and maintain the various records related to the issuance of KK-IDs and maintain a KK database. The said database shall contain a record of all enrolled KK members with ID numbers issued and with the following data sets that will appear in their IDs:

The Implementing Rules and Regulations of City Ordinance No. 457-2025 and City Ordinance No. 432-2025

Page 5 of 8y



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



Cert. no. 24/161809



Republic of the Philippines
Province of Cavite

CITY OF BACOR
Office of the City Mayor

23 OCT
BY: *[Signature]*



AWARDEE
8 years
in a row!

YOUR LOGO HERE **BARANGAY NAME** **STR1KE**

KATIPUNAN NG KABATAAN ID CARD

Name: _____
Address: _____
Barangay: _____
Province: _____
Municipality: _____

SECURE SECURITY **SCAN ME**

INCASE OF EMERGENCY:

NAME: _____
ADDRESS: _____
CONTACT NO: _____

Holder is a bonafide constituent of this barangay and is entitled to all privilege and services holder may require.

If found please return to the Barangay Secretariat, Barangay Hall, Bacoor City.

NAME AND SIGNATURE **BARANGAY SK CHAIRPERSON**

Moreover, the said database shall be developed in such a way that it can be accessed by the National Youth Commission.

SECTION 17. Use of the KK-ID. Only the KK member to whom the KATIPUNAN NG KABATAAN ID was issued shall be entitled to use the same for identification purposes and for the availment of all privileges granted to KK members by law or by pertinent city ordinances. The use of the said KATIPUNAN NG KABATAAN ID by any other person in availing any privilege or benefit granted to a KK member by law or city ordinance shall be deemed a criminal act and a violation of this Ordinance.

SECTION 18. Grants, Benefits, and Privileges. All qualified and enrolled KK members in the Bacoor City KK Database and who were issued their Bacoor City Katipunan ng Kabataan Identification Card may enjoy the following privileges from the City Government of Bacoor:

The Implementing Rules and Regulations of City Ordinance No. 457-2025 and City Ordinance No. 432-2025





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



1. Financial aid or assistance;
2. Medical aid or assistance;
3. Educational aid or assistance;
4. Access to livelihood opportunities or skills training; and
5. Such other grants, benefits, privileges, aid, or assistance as may be determined by the City Mayor, by the Implementing Rules and Regulations of this Ordinance, or by some other ordinance.
6. Other programs and projects are in partnership with private organizations or institutions.

SECTION 19. Issuance of Fake KK-ID. Any employee official of the barangay or the city government who issues, or assists in the issuance, of a fake KATIPUNAN NG KABATAAN ID shall be deemed to have committed the crime of Falsification of Public Documents as defined and penalized under Article 172 of the Revised Penal Code. He/she shall also be deemed to have violated this ordinance.

SECTION 20. Data Privacy. The collection and processing of personal and sensitive personal information directly from youths as data subjects shall strictly adhere to the provisions and principles of Republic Act No. 10173 or the Data Privacy Act of 2012 and all applicable issuances of the National Privacy Commission.

The youths shall be informed and assured that their information, prior to collection or processing or enrollment in the database, of the lawful purpose of collection and processing. The identity of personal information controllers or personal information processors that will be given access to their personal data, the purpose of data sharing, the rights of the youths as data subjects, including the right to access and correction, and the right to object.

The relative City Government Office or Unit as may be determined by the Implementing Rules and Regulations shall use appropriate safeguards to protect the personal data from misuse and unauthorized access or disclosure, including maintaining adequate physical controls, and password protections for any server or system which the personal data is stored, ensuring that personal data, unless encrypted is not stored on any mobile device, or transmitted electronically. Provided that encryption standards shall abide by those prescribed by the National Privacy Commission. The relevant City Government Office or Unit shall undertake measures that are reasonably necessary to prevent any use or disclosure of personal data other than as allowed in this Ordinance.

In all instances, the rights of the youths as data subjects shall be observed, including the right to access and correction, as well as the right to object where data is shared or processed. However, should the youth applicant object to the enrollment and the disclosure of his or her data, the objecting youth applicant must be informed that the application for his or her benefits may be considered waived or otherwise denied.

The Implementing Rules and Regulations of City Ordinance No. 457-2025 and City Ordinance No. 432-2025

Page 7 of 8



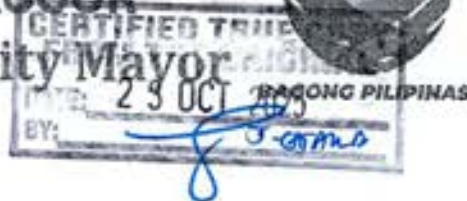
Address: Bacoar Government Center, Bacoar Blvd.,
Brgy. Bayanan, City of Bacoar, Cavite
Trunkline: 434-1111
Website: www.bacoar.gov.ph



Cert. no. 24/181809



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



SECTION 21. Budget. The Sangguniang Kabataan of Bacoor shall allocate the necessary budget to support the implementation of this ordinance. The disbursement of any downloaded or appropriated funds shall be made in compliance with pertinent laws and government regulations.

Rule IV
FINAL PROVISIONS

SECTION 22. 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 23. 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 24. 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 25. Repeal. All local rules or regulations inconsistent with or contrary to the provisions of this IRR are hereby repealed and modified accordingly.

SECTION 26. Effectivity. This IRR shall take effect immediately upon its approval.

The Implementing Rules and Regulations of City Ordinance No. 457-2025 and City Ordinance No. 432-2025

Page 8 of 8_y



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



Cert. no. 24/181809