



Republic of the Philippines
Province of Cavite

CITY OF BACOR
Office of the City Mayor
TRANSMITTAL



SEAL OF
GOOD
GOVERNANCE
AWARDEE
10 years
in a row!



February 26, 2025

Hon. ATHENA BRYANA TOLENTINO
Provincial Governor
Province of Cavite
Cavite Provincial Capitol Building
Trece Martires, Cavite



PROVINCE OF CAVITE
OFFICE OF THE PROVINCIAL GOVERNOR
(046) 419-2311



TIME: 3:57 DATE: FEB 27 2025

Dear Gov. Tolentino,

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

EO NO.	DATE	TITLE
15-2025	February 26, 2025	AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 413-2024 AN ORDINANCE PROVIDING AND CREATING A COMPREHENSIVE BARANGAY HIV AND AIDS TASK FORCE GROUP, INSTITUTIONALIZING PROGRAMS, PROJECTS, ACTIVITIES, OR OTHER PURPOSES AND APPROPRIATING FUNDS THEREOF

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. 24/151809



Republic of the Philippines

Province of Cavite

CITY OF BACOOR

Office of the City Mayor

EXECUTIVE ORDER

EXECUTIVE ORDER No. 15- 2025

Series of 2025



**AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF
CITY ORDINANCE NO. 413-2024**

**AN ORDINANCE PROVIDING AND CREATING A
COMPREHENSIVE BARANGAY HIV AND AIDS TASK FORCE
GROUP, INSTITUTIONALIZING PROGRAMS, PROJECTS,
ACTIVITIES, OR OTHER PURPOSES AND APPROPRIATING FUNDS
THEREOF.**

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. 413-2024, entitled "An Ordinance Providing and Creating a Comprehensive Barangay HIV and Aids Task Force Group, Institutionalizing Programs, Projects, Activities, or other purposes and Appropriate Funds Thereof," to provide youth-friendly HIV prevention strategies including but not limited to educational campaigns, peer counseling, testing services, and referral mechanisms for treatment and intensify HIV awareness and prevention efforts among the youth who are identified as one of the vulnerable sectors;

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 City Ordinance No. 413-2024;

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 Revised Implementing Rules and Regulations of City Ordinance No. 413-2024 herein attached.

Section 1. Implementing Rules and Regulations (IRR). Attached herein is the Implementing Rules and Regulations of City Ordinance No. 413-2024, which shall form part of this Executive Order. This shall be known as the "Implementing Rules and Regulations of City Ordinance No. 413-2024." 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

E.O. No. 15 - 2025

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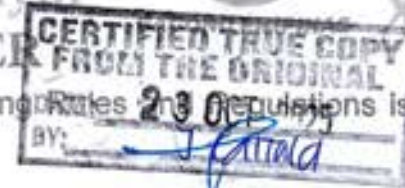
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CITY OF BACOOR

Office of the City Mayor

EXECUTIVE ORDER

government officials and employees to this Implementing Rules and Regulations is hereby ordered.



Seal of
Good
Governance
AWARDEE
5 years
in a row!

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 26th day of February 2025 in the City of Bacoor, Province of Cavite.


STRIKE B. REVILLA
City Mayor



E.O. No. 15 – 2025

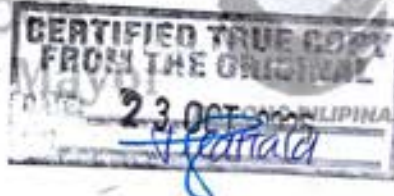
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**IMPLEMENTING RULES AND REGULATIONS OF
CITY ORDINANCE NO. 413-2024, SERIES OF 2024**

**AN ORDINANCE PROVIDING AND CREATING A
COMPREHENSIVE BARANGAY HIV AND AIDS TASK FORCE
GROUP, INSTITUTIONALIZING PROGRAMS, PROJECTS,
ACTIVITIES, OR OTHER PURPOSES AND APPROPRIATING FUNDS
THEREOF.**

**RULE I
GENERAL PROVISIONS**

SECTION 1. Title. These Rules shall be known and cited as the ***"Implementing Rules and Regulations of City Ordinance No. 413-2024, Series of 2024"***.

SECTION 2. Purpose. These Implementing Rules and Regulations (IRR) are promulgated to:

1. Prescribe the procedures and guidelines for the implementation of Bacoor City Ordinance No. 413-2024, Series of 2024, which aims to protect and intensify HIV awareness and prevention efforts among the youth who are identified as one of the vulnerable sectors.
2. Strengthen the capacity of the SK Council in conducting HIV prevention programs.
3. Ensure that HIV awareness and education programs are integrated into Sangguniang Kabataan plans and budgets.
4. Provide youth-friendly HIV prevention strategies including but not limited to educational campaigns, peer counseling, testing services, and referral mechanisms for treatment.

SECTION 3. Scope and Application. This ordinance applies to all barangays within the city, ensuring the implementation of HIV and AIDS-related initiatives at the community level. It mandates the allocation of necessary funds and resources to support prevention, treatment, and advocacy programs while coordinating with relevant government and health agencies.





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SECTION 4. Implementing Office. The implementing office for City Ordinance No. 413-2024 is the Barangay HIV and AIDS Task Force Group, in coordination with the City Health Office, the Bacoor Social Hygiene Clinic, and other relevant local government agencies. These offices will oversee the execution of programs, projects, and activities related to HIV and AIDS prevention, awareness, and support within the barangays.

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 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 that 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 Chapter, Articles, Sections are to the Chapter, 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 POLICIES AND DEFINITIONS

The Implementing Rules and Regulation of City Ordinance No. 413-2024
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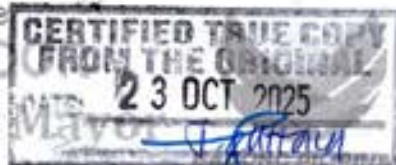
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SECTION 6. The State recognizes the vital role of different sectors in nation-building and shall promote and protect their moral, spiritual, intellectual, and social well-being. It inculcates patriotism and nationalism and encourages involvement in public and civic affairs. In accordance with RA 11166 and RA 10742, as amended by RA 11788, all Sangguniang Kabataan (SK) Councils in the cities/municipalities are hereby mandated to include HIV awareness and prevention programs in their Comprehensive Barangay Youth Development Plan (CBVDP), Annual Barangay Youth Investment Plan (ABYIP), and Annual Budget.

SECTION 7. Objectives. It is the objective of the City Ordinance and these Rules to:

1. Prescribe the procedures and guidelines for the implementation of Bacoor City Ordinance No. 413-2024, Series of 2024, which aims to protect and intensify HIV awareness and prevention efforts among the youth who are identified as one of the vulnerable sectors.
2. Strengthen the capacity of the SK Council in conducting HIV prevention programs.
3. Ensure that HIV awareness and education programs are integrated into Sangguniang Kabataan plans and budgets.
4. Provide youth-friendly HIV prevention strategies including but not limited to educational campaigns, peer counseling, testing services, and referral mechanisms for treatment.

Section 8. Definition of Terms. – The following terms shall be defined as follows, in accordance with the Ordinance and these Rules:

1. **Barangay HIV and AIDS Task Force** – an official group formed by City Ordinance No. 413-2024 composed of the Sangguniang Kabataan chairperson, the barangay health center physician or midwife, representatives from the barangay and youth committee on health, social welfare, and non-government organizations tasked with assisting in planning and execution of projects and programs related to the fulfillment of the objectives of City Ordinance No. 413-2024 and these implementing rules and regulations;
2. **Barangay HIV and AIDS Task Force Technical Working Group** – an official group formed by City Ordinance No. 413-2024 composed of the Sangguniang Kabataan Council, the chairman of the Barangay Council for Health, a staff from the Barangay Health Station, a peer navigator, if available, that shall provide administrative support in the preparation of all necessary arrangements such as but not limited to technical, financial, and legal aspects of project management;





RULE III IMPLEMENTING PROVISIONS

SECTION 9. Program Components. The HIV Awareness and Prevention Program shall include, but not be limited to, the following components:

3. **Educational Campaigns** — Conduct HIV education seminars, workshops, and campaigns targeting the youth sector.
4. **Peer Educator Training** — Train youth leaders and volunteers as peer educators who will disseminate accurate information on HIV prevention and treatment.
5. **HIV Testing and Counseling** — Collaborate with health institutions to facilitate access to voluntary HIV testing and counseling services for the youth.
6. **Awareness in Schools and Communities** — Integrate HIV awareness in school and community programs in partnership with educational institutions and barangay health workers.
7. **Anti-Stigma and Discrimination Campaigns** — Implement campaigns that aim to reduce stigma and discrimination against individuals living with HIV.

SECTION 10. Programs, Projects, and Activities. The City Government of Bacoor shall include in their annual investment plans programs, projects, and activities that will promulgate the HIV and AIDS Awareness Campaign. In the case of the Barangays, the respective Sangguniang Barangay and Sangguniang Kabataan shall include programs, projects, and activities aligned to the AIP of the City Government of Bacoor.

SECTION 11. Barangay HIV and AIDS Task Force.

1. **CREATION.** To ensure wide and multi-sectoral participation in local governance, the Local HIV and AIDS Task Force in every barangay shall be created and shall have an official acronym of "BHATF" for brevity. The Task Force shall be headed by the concerned Sangguniang Kabataan Chairperson, co-chaired by the Health Center Physician/Midwife, and composed of representatives from barangay and youth committee on health, barangay and youth committee on social welfare, and non-government organizations. The Task Force shall assist in the planning and execution of projects and programs of its member organizations, the Sangguniang Kabataan, the Sangguniang Barangay, and the Local AIDS Councils (LACs).





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- 2. QUALIFICATION OF THE MEMBERS OF THE BHATF.** A member of the BHATF must be a citizen of the Philippines and a resident of Bacoor City for not less than one (1) year immediately preceding the day of membership to the Task Force. They must be able to read and write Filipino and English and must not have been convicted by final judgment of any crime involving moral turpitude.
- 3. COMPOSITION OF THE BHATF.** The BHATF shall be composed of two (2) core members. The two (2) core members shall be composed of the SK Chairperson and the City Health Officer. The following shall be the maximum allocation of representatives from each of the different sectors:
- | | | |
|----------------|---|---|
| Chairperson | : | SK Chairperson |
| Co-Chairperson | : | Health Center Physician/Midwife |
| Members | : | Barangay Committee on Health |
| | | Barangay Committee on Social Welfare |
| | | SK Committee on Social Inclusion and Equity |
| | | Multi-Sectoral Non-Government Organization |
- 4. THE TECHNICAL WORKING GROUP.** The BHATF TWO shall be composed of the rest of the SK Council, Barangay Council Chairman for Health, health staff from Barangay Health Station, and Peer Navigator, if available. The TWO shall provide administrative support, organize and prepare minutes of meetings and resolutions, make all necessary arrangements, and handle the different aspects of technical, financial, legal, and, in certain cases, project management aspects.
- 5. CONVENING OF THE TASK FORCE.** The Chairperson shall initially convene the Task Force and shall be given preference to preside over the meeting with the concurrence of the majority, which may call a meeting. In the absence of the Chairperson, the Co-Chairperson may convene and serve as the Pro-Tempore Presiding Officer of the said meeting.
- 6. MEETINGS AND QUORUMS.** The Task Force shall schedule a meeting quarterly and as needed. However, if the Chairperson and/or the Co-Chairperson fails to convene the Task Force as scheduled, at least one-third (1/3) of the total membership may call for a meeting. In both instances, a written notice shall be sent either through traditional or nontraditional means to all members setting the date, time, place, and agenda of the meeting, which must be received at least two (2) days in advance. The presence of the majority (50% + 1) of all members shall constitute a quorum.
- 7. DUTIES AND FUNCTIONS.** The Task Force shall have the following duties and functions:





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- a. Take the lead in planning and implementing HIV and AIDS awareness programs on various platforms.
 - b. Develop policies regarding related HIV and AIDS awareness and prevention programs.
 - c. Collaborate with other government and non-government organizations, community-based groups, and private organizations to help increase awareness and information of the youth by tapping the resources and expertise of said organizations.
 - d. Conduct peer education initiatives with the community, making use of peer-to-peer communication and volunteers as essential means of raising awareness.
 - e. Develop an Action Plan for the said HIV and AIDS response utilizing the Programs, Projects, and Activities (PPAs).
 - f. Promote HIV screening and testing programs in collaboration with neighborhood health centers and licensed service providers.
 - g. Provide the Local AIDS Council with regular updates on the Task Force's operations and advancement.
8. **ADVISORY GROUP.** The following shall be resource persons whom the BHATF may invite to shed light and advise the body on pertinent issues affecting the community:
- a. Barangay Chairperson
 - b. City Health Officer
 - c. Members of the Committee on Social Welfare and Development
 - d. Local Government Operations Officer
 - e. Local Youth Development Officer
 - f. City Social Welfare and Development Officer
9. **MONITORING AND EVALUATION.** The Office of the City Health Services, in coordination with the SK Federation and local health authorities, shall monitor and evaluate the implementation of this Ordinance. The SK Councils are required to submit Post Activity/Accomplishment Reports on the progress and outcomes of their HIV-related programs.
10. **LOCAL HIV AND AIDS TASK FORCE FUNDING.** Each SK Council is required to allocate sufficient funds from its Annual Budget for the implementation of the Awareness and Prevention programs, projects, and activities concerning HIV and AIDS, convening the meetings of the concerned BHATF, as well as its operations and effective functioning. The amount to be allocated shall be determined by the SK Council, subject to approval by the Sangguniang Barangay, and must comply with the provisions of RA 10742 as amended by RA 11768. All expenditures of these funds shall be subject to COA rules and regulations.





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RULE V
FINAL PROVISIONS

SECTION 12. 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 from other lawful sources.

The various Barangays and Sangguniang Kabataan of the City Government of Bacoor are hereby directed to include the programs and projects as provided for and in fulfillment of City Ordinance No. 413-2024 and this Implementing Rules and Regulations in their respective, Annual Investment Program/Plan, and Annual Barangay Youth Investment Programs/Plan, and if funds allow, a supplemental budget. Any changes in the annual budget shall be in accordance with applicable budget rules and procedures.

All funds appropriated shall be subject to all existing accounting and auditing laws, rules, and regulations.

SECTION 13. Changes or Modifications of the Implementing Rules and Regulations. To appropriately administer the efficient and effective implementation of the City Ordinance No. 413-2024, 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 14. 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 15. 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 16. Effectivity. This IRR shall take effect immediately upon approval.

