



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

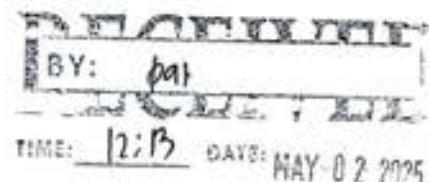


April 3, 2025

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



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
40-2025	April 3, 2025	AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 347-2024 AN ORDINANCE REGULATING THE CONDUCT OF MEDICAL MISSIONS WITHIN THE JURISDICTION OF THE CITY OF BACOR, CAVITE AND REQUIRING EVERY ORGANIZER TO GIVE NOTICE, OBTAIN CLEARANCE, AND COORDINATE WITH THE CITY HEALTH OFFICE FOR ANY PROGRAM OR ACTIVITY INVOLVING MINOR AND/OR MAJOR OPTICAL OR SURGICAL OPERATION, MEDICAL OR DENTAL AND OTHER HEALTH-RELATED SERVICES AND PROVIDING PENALTIES FOR VIOLATION THEREOF.
41-2025	April 3, 2025	AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF CITY ORDINANCE NO. 341-2024 AN ORDINANCE ESTABLISHING THE MEDISERVE BARANGAY RECORDS OF HEALTH (MSBR HEALTH) IN ALL CITY HEALTH UNITS AND BARANGAY HEALTH CENTERS IN THE CITY OF BACOR, CAVITE.



Thank you.



Address: Bacoor Government Center, Bacoor Blvd.,
Brgy. Bayanan, City of Bacoor, Cavite
Trunkline: 434-1111





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Very truly yours,


HON. STRIKE B. REVILLA
City Mayor



SCAN ME



Address: Bacoor Government Center, Bacoor Blvd.,
Brgy. Bayanan, City of Bacoor, Cavite
Trunkline: 434-1111





Republic of the Philippines
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CITY OF BACOR
Office of the City Mayor
EXECUTIVE ORDER



EXECUTIVE ORDER NO. 40
Series of 2025

**AN ORDER ADOPTING THE IMPLEMENTING RULES AND REGULATIONS OF
CITY ORDINANCE NO. 347-2024**

**AN ORDINANCE REGULATING THE CONDUCT OF MEDICAL MISSIONS WITHIN
THE JURISDICTION OF THE CITY OF BACOR, CAVITE AND REQUIRING
EVERY ORGANIZER TO GIVE NOTICE, OBTAIN CLEARANCE, AND
COORDINATE WITH THE CITY HEALTH OFFICE FOR ANY PROGRAM OR
ACTIVITY INVOLVING MINOR AND/OR MAJOR OPTICAL OR SURGICAL
OPERATION, MEDICAL OR DENTAL AND OTHER HEALTH-RELATED
SERVICES AND PROVIDING PENALTIES FOR VIOLATION 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. 347-2024, entitled "An Ordinance Regulating the Conduct of Medical Missions Within the Jurisdiction of the City of Bacoor, Cavite and Requiring Every Organizer to Give Notice, Obtain Clearance, and Coordinate With the City Health Office for Any Program or Activity Involving Minor and/or Major Optical or Surgical Operation, Medical or Dental and Other Health-related Services and Providing Penalties for Violation Thereof.";

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. 347-2024;

NOW, THEREFORE, I, STRIKE B. REVILLA, City Mayor of Bacoor, Cavite, by virtue of the powers vested in me by law, do hereby order the adoption and implementation of the Revised Implementing Rules and Regulations of City Ordinance No. 347-2024, herein attached.

Section 1. Implementing Rules and Regulations (IRR). Attached herein are the Implementing Rules and Regulations of City Ordinance No. 347-2024, which shall form part of this Executive Order. This shall be known as the "Implementing Rules and Regulations of City Ordinance No. 347-2024." All affected offices and departments are hereby ordered to adopt the said implementing rules and regulations and be guided





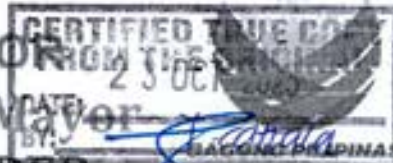
Republic of the Philippines

Province of Cavite

CITY OF BACOR

Office of the City Mayor

EXECUTIVE ORDER



accordingly. Strict compliance and observance by all city government officials and employees with these Implementing Rules and Regulations is hereby ordered.

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 3rd day of April 2025 in the City of Bacoor, Province of Cavite.


STRIKE B. REVILLA
 City Mayor





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Province of Cavite
CITY OF BACOR
Office of the City Mayor



**IMPLEMENTING RULES AND REGULATIONS OF
CITY ORDINANCE NO. 347-2024, SERIES OF 2024**

**AN ORDINANCE REGULATING THE CONDUCT OF
MEDICAL MISSIONS WITHIN THE JURISDICTION OF
THE CITY OF BACOR, CAVITE AND REQUIRING
EVERY ORGANIZER TO GIVE NOTICE, OBTAIN
CLEARANCE, AND COORDINATE WITH THE CITY
HEALTH OFFICE FOR ANY PROGRAM OR ACTIVITY
INVOLVING MINOR AND/OR MAJOR OPTICAL OR
SURGICAL OPERATION, MEDICAL OR DENTAL AND
OTHER HEALTH-RELATED SERVICES AND PROVIDING
PENALTIES FOR VIOLATION 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. 347-2024, Series of 2024*, otherwise known as *"Medical Missions Regulation 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 effective implementation of Bacoor City Ordinance No. 347-2024, Series of 2024, which aims to ensure that those performing and conducting medical/dental/optical missions comply with the policies and regulations of the City.

Section 3. Scope and Application. The provisions of these Rules shall cover all public and private natural and juridical persons/individuals and/or entities/institutions who will conduct medical, dental, or optical missions involving minor and/or major medical, optical, or dental surgical operations and other health-related services within the City of Bacoor.

Section 4. Implementing Office. The City Health Office shall be the lead office for implementing the above-mentioned City Ordinance and this IRR. 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.





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Section 5. Rules of Construction. In construing the provisions of this Code, 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 which may have acquired a peculiar, appropriate meaning in the Ordinance or this IRR 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 the Ordinance 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, or Sections are to the Chapters, Articles, and 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 6. Declarations of Policy. It is the policy of the City Government of Bacoor, through the Sangguniang Panlungsod, to:

1. Protect and promote the right to health of the people and instill health consciousness among them;





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2. Adopt an integrated and comprehensive approach to health development, which shall endeavor to make essential goods, health, and other social services available to all people at an affordable cost;
3. Prioritize the needs of the underprivileged, sick, elderly, disabled, women, and children, and endeavor to provide free medical care to paupers;
4. Promote health and safety and preserve the comfort and convenience of their inhabitants;
5. Develop plans and strategies, formulate programs and policies, and implement health programs in accordance with and in compliance with the guidelines of the Department of Health; and
6. Protect its constituents against possible injuries and complications brought about by medical/dental/optical malpractice, negligence, and/or lack of proper training of those performing medical/dental/optical services to patients during the said activities.

Section 7. Objectives. It is the objective of the City Ordinance to accomplish the following:

1. Institutionalize a mechanism of cooperation between and among the City Government of Bacoor and the persons and entities conducting medical, optical, and dental missions in the City of Bacoor, Cavite, to facilitate a systematic delivery of various health services to city residents;
2. Regulate the conduct of medical, optical, and dental missions within the City of Bacoor;
3. Eliminate the conduct of unauthorized medical, dental, and optical missions within the City of Bacoor;
4. Ensure compliance with the City's policies and regulations of persons and entities conducting medical, dental, and optical missions in the City of Bacoor;
5. Deter the duplication of the conduct of medical, dental, and optical missions and provision of similar health services in the City of Bacoor;
6. Assist in the conduct of the medical, dental, and optical missions through the City Health Office in the City of Bacoor;
7. Ensure the rights of the resident participants to the said medical, dental, and optical missions are respected and upheld;
8. Ensure that the health and well-being of the resident participants in the said medical, dental, and optical missions are protected; and
9. Implement sanctions and penalties for persons or entities who violate the provisions of City Ordinance No. 347-2024, Series of 2024.





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Rule III
IMPLEMENTING PROVISIONS

Section 8. Notice and Clearance. The organizers of every medical, dental, or optical mission are hereby required to give written notice to and coordinate with the City Government of Bacoor, through the City Health Office, of any program or activity involving minor and/or major optical, dental or surgical operation, and other health-related services that will be conducted within the jurisdiction of the City of Bacoor at least two (2) weeks prior to the conduct of the said activity.

Provided, *however*, the receipt of the City through the City Health Office does not mean that the holding of the said medical/optical/dental missions is already authorized in the absence of a written clearance signed by the City Mayor and by the City Health Officer prior to the conduct of the said activities.

Section 9. Application for Clearance and Supporting Documents. In applying for clearance to conduct medical/optical/dental missions, the following process must be complied with:

1. Submit the request letter to the Office of the City Mayor.
2. Submit received copy of the request letter together with the documentary requirements to the Office of the City Health Services.
3. Office of the City Health Services shall review the documents submitted and may call for a clarificatory meeting with the organizers within five (5) days from the submission thereof.
4. For Medical/Optical/Dental missions initiated by local organizations or corporations, the following documents must be submitted:
 - a. Request letter addressed to the City Mayor;
 - b. SEC Registration of the company or organization sponsoring the activity;
 - c. List of medicines to be distributed/provided during the activity, provided that these medicines have a shelf life of at least twelve (12) months;
 - d. Certification that all drugs and medicines are FDA-certified;
 - e. Certificate of Product Registration from the FDA for herbal supplements/products;
 - f. Proof of provision for Hazardous wastes and sharps;
 - g. Certification of free services – all services, including medicines and supplies, should be provided by the sponsors free of charge to beneficiaries;
 - h. Photocopy of PRC License of Medical Professionals participating in the activity.
5. For Medical/Optical/Dental missions initiated by foreign organizations or corporations, the following must be submitted:





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- a. Special Temporary Permit from the Professional Regulation Commission for each foreign medical professional;
- b. Written consent from the local medical society and the Department of Health;
- c. Photocopy of valid licenses from their country, board certificate, curriculum vitae;
- d. Other requirements that the Office of the City Health Services may deem necessary.

Section 10. Prohibited Acts. The following acts shall be prohibited:

1. The conduct of a medical, dental, or optical mission within the City of Bacoor without the required written notice sent to the City Health Office at least two (2) weeks prior to the conduct of said activity/activities;
2. The conduct of a medical, dental, or optical mission without a written clearance signed by the City Mayor and by the City Health Officer in violation or contravention of the City Ordinance No. 347-2024 and other related policies, rules, and regulations of the Department of Health;
3. Knowingly, willfully, and intentionally aiding or assisting any person or institution who commits any of the prohibited acts under City Ordinance No. 347-2024, Series of 2024, and other related and/or future issuances;
4. Dispensation, utilization, or distribution of all medicines, including supplements that are not approved by the FDA; and
5. The commission of any act that is similar or analogous to the circumstances mentioned above.

Section 11. Duty of Organizers. Every organizer/s of a medical, dental, or optical mission that aims to conduct such missions within the City of Bacoor shall submit a formal written letter-request addressed to the Office of the City Mayor at least two (2) weeks prior to the conduct of said activity/ies. Provided that the City Health Office shall be furnished with a copy of the said letter request.

Section 12. Formal Letter-Request. The letter request shall contain the following details:

1. Name of the organizers;
2. Name of all individual staff who will perform the medical/optical/dental services;
3. Abstract of the purpose and objective of the medical, optical, or dental mission;
4. Date, time, and location of the medical, optical, or dental mission;





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5. The medical, dental, or optical services and activities to be provided to the public;
6. Target Participants and the complete list of the qualifications of the doctors and other health professionals who shall participate in the activity/including fees;
7. Projected number of participants, and
8. The policy on data privacy and the patient-doctor confidentiality clause of the organizers.

The letter-request shall also be accompanied by the documents and proofs of accreditation of the organizer, as well as other proof evidencing their license to perform the medical, dental, or optical services they will provide. The letter request should be accompanied by an attestation that the medical, dental, or optical missions involving minor and/or major medical, optical, or dental surgical operations and other health-related services shall be free of charge, including the prescription drugs or medicines that will be dispensed as a result thereof.

Section 13. City Health Office. Upon receipt of the letter request, the City Health Office shall:

1. Review and evaluate the letter request.
2. Request additional documents if deemed necessary.
3. Upon evaluation, determine whether the organizer shall be granted Clearance to conduct a medical mission within the City of Bacoor and
4. Submit a recommendation to the Office of the City Mayor on how the said mission shall be conducted in case the request is approved.

Section 14. Penalties. All natural or juridical persons who shall violate City Ordinance No. 347-2024, Series of 2024 shall, upon conviction by a court of law, pay a fine of not less than FIVE THOUSAND PESOS (PhP5,000.00) or be imprisoned for six (6) months to one (1) year, or both, when applicable depending on the discretion of the court.

Rule IV
FINAL PROVISIONS

Section 15. 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.





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Section 16. 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 17. 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 18. Repeal. All local rules or regulations inconsistent with or contrary to the provisions of this IRR are hereby repealed and modified accordingly.

Section 19. Effectivity. This IRR shall take effect immediately upon its approval.

