



Office of the Sangguniang Panlungsod

DISTRICT I

HON. CATHERINE SARINO-EVARISTO
City Councilor

HON. MICHAEL E. SOLIS
City Councilor

HON. ADRIELITO G. GAWARAN
City Councilor

HON. VICTORIO L. GUERRERO, JR.
City Councilor

HON. ALEJANDRO F. GUTIERREZ
City Councilor

HON. LEVY M. TELA
City Councilor

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City Councilor

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City Councilor / President-Pro-Tempore

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City Councilor

HON. RANDY C. FRANCISCO
Liga ng mga Barangay Vice President

HON. PALM ANGEL S. BUNCIO
SK Federation President

Attested by:

ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Approved by:

HON. STRIKE B. REVILLA
City Mayor

CITY ORDINANCE NO. 338-2024 Series of 2024

AN ORDINANCE IDENTIFYING THE FUNCTIONS, DUTIES AND QUALIFICATIONS OF VARIOUS OFFICERS AND PERSONNEL OF THE CITY ENVIRONMENT SERVICE DEPARTMENT (CESD) OF THE CITY OF BACOR, CAVITE AND PROVIDING FOR ITS STRUCTURE AND STAFFING PATTERN, REVOKING MUNICIPAL ORDINANCE NO. 3, SERIES OF 2007 THAT CREATED THE MUNICIPAL ENVIRONMENT AND NATURAL RESOURCES OFFICE, AND TRANSFERRING THE POWERS, DUTIES, FUNCTIONS, EQUIPMENT AND PERSONNEL OF THE CITY ENVIRONMENT AND NATURAL RESOURCES OFFICE TO THE CESD.

Sponsored by:

Hon. Reynaldo D. Palabrica

Co-Sponsored by:

Hon. Roberto L. Advincula, Hon. Palm Angel S. Buncio, Hon. Simplicio G. Dominguez, Hon. Catherine Sarino-Evaristo, Hon. Reynaldo M. Fabian, Hon. Randy C. Francisco, Hon. Adrielito G. Gawaran, Hon. Alejandro F. Gutierrez, Hon. Rogelio M. Nolasco, Hon. Alde Joselito F. Pagulayan, Hon. Michael E. Solis, and Hon. Levy M. Tela.

WHEREAS, Section 16 of Republic Act No. 7160 (the "Local Government Code of 1991") provides that every local government 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 power to enhance the right of the people to a balanced ecology.

WHEREAS, Section 76 of the same Code provides that every local government unit shall design and implement its own organizational structure and staffing pattern considering its service requirements and financial capability, subject to the minimum standards and guidelines prescribed by the Civil Service Commission.

WHEREAS, Section 458, par. (1), (viii) of R.A. No. 7160 and Section 11, par. 1 (viii) of Republic Act No. 10160 ("RA 10160" or the "Charter of the City of Bacoor") empowered the Sangguniang Panlungsod to determine the positions and the salaries, wages, allowances, and other emoluments and benefits of officials and employees paid wholly and mainly from the city funds and provide for expenditures necessary for the proper



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City Mayor

conduct of programs, projects, services and activities of the city government.

WHEREAS, Section 40 (c) of RA 10160 provides that the City Environment and Natural Resources Office (CENRO) shall take charge of the City Environment Service Department.

WHEREAS, after RA 10160 took effect, the erstwhile City Environment and Natural Resources Office (CENRO) of the City Government has become officially known for all legal intents and purposes as the **CITY ENVIRONMENT SERVICE DEPARTMENT (CESD)**.

WHEREAS, the reorganization of the CESD shall enable the said office to be more effective and efficient in realizing its mandate as provided in RA 10160 concerning the protection of the environment and preserving the natural resources within the City of Bacoor, Cavite.

BE IT ORDAINED by the 5th Sangguniang Panlungsod of the City of Bacoor, Cavite that:

SECTION 1. SHORT TITLE. – This Ordinance shall be referred to and cited as the "**City Environment Service Department Reorganization Ordinance of 2024**".

SECTION 2. PURPOSES. – The purpose of this Ordinance is to reorganize the **City Environment Service Department (CESD)**, to revoke Municipal Ordinance No. 3, Series of 2007 which created the Municipal Environment and Natural Resources Office (MENRO) and the position of the Municipal Environment and Natural Resources Officer, and transfer the powers, functions, duties, personnel, and equipment of the City Environment and Natural Resources Office (CENRO) to the CESD.

SECTION 3. RULES OF INTERPRETATION. – In case a conflict in the interpretation hereof arises between the English version of this ordinance and its Filipino translation, the provisions of this ordinance and its annexes appearing in English shall prevail.

The following rules shall be observed in the interpretation of this ordinance:

- Words used in the singular also include the plural. The reverse is also true;
- Words used in the present tense shall also include the past tense. The reverse is also true;



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- c. The words "must", "shall", "will" and "may not" as used in this ordinance, are mandatory;
- d. The word "may" is permissive, while "should" is advisory and not mandatory or required;
- e. When used with numbers, "Up to X", "not more than X" and "a maximum of X" all include X;
- f. Words or phrases not defined herein shall be interpreted in the context it was used in this ordinance and in consideration of the reason why the Sangguniang Panlungsod used the said terms;
- g. In interpreting words and phrases not defined herein, the meaning of the said terms as popularly understood at the time the ordinance was approved shall be used;
- h. Any word, phrase, or term not enumerated above but used in this ordinance shall be interpreted by taking into account the context in which it was used, its meaning as popularly understood, or its definition in either the Black Law Dictionary or in the 2024 edition of Merriam-Webster Dictionary; and
- i. Unless otherwise specified, any reference to the male gender in any provision of this ordinance shall also include the female gender and vice versa.

SECTION 4. DEFINITION OF TERMS. – As used in this Ordinance, the following terms and phrases shall be understood and defined as follows:

- a. **Collection** – shall refer to removal of solid waste from the source or a communal storage point.
- b. **Composting** – shall refer to the controlled decomposition of organic matter by micro-organisms, mainly bacteria and fungi, into a humus-like product.
- c. **Disposal** – shall refer to the discharge, deposit, dumping, spilling, leaking, or placing solid waste into or on any land.
- d. **Re-use** – shall refer to recovering materials intended for the same or different purpose without altering physical and chemical characteristics.
- e. **Segregation** – shall refer to a solid waste management practice of separating different



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materials found in solid waste to promote recycling and re-use of resources and reduce the volume of waste for collection and disposal.

- f. **Serviced Land** – refers to the reclaimed area where the land development or horizontal infrastructure includes major facilities and main utilities such as roads, drainage, water, power, sewerage, and other basic or primary utilities and facilities to be reflected in the Master Development Plan (MDP).
- g. **Solid waste** – shall refer to all discarded household, commercial, non-hazardous institutional and industrial waste, street sweepings, construction debris, agricultural waste, and other non-hazardous/non-toxic solid waste.
- h. **Solid waste management** – shall refer to the discipline associated with the control of generation, storage, collection, transfer and transport, processing, and disposal of solid wastes in a manner that is in accord with the best principles of public health, economics, engineering, conservation, aesthetics, and other environmental considerations, and that is also responsive to public attitudes.
- i. **Storage** – shall refer to the interim containment of solid waste after generation and before collection for ultimate recovery or disposal.
- j. **Water quality** — means the characteristics of water that define its use in terms of physical, chemical, biological, bacteriological, or radiological characteristics by which the acceptability of water is evaluated.

SECTION 5. REVOCATION OF MUNICIPAL ORDINANCE NO. 3, SERIES OF 2007; TRANSFER OF POWERS, DUTIES, FUNCTIONS, PERSONNEL AND EQUIPMENT OF CENRO TO CESD. Municipal Ordinance No. 3, Series of 2007 (entitled "An Ordinance creating the 'Municipal Environment and Natural Resources Office and the Position of Municipal Environment and Natural Resources Officer' (SG24)") is hereby REVOKED and the powers, duties, functions, personnel, assets, offices/buildings, vehicles, equipment, supplies, records, and budget of the City Environment and Natural Resources Office are hereby transferred to the **City Environment Service Department (CESD)** in compliance with Section 40 (c) of RA 10160.



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SECTION 6. CITY GOVERNMENT DEPARTMENT

HEAD I. Due to the revocation of Municipal Ordinance No. 3, Series of 2007, the position of Municipal (City) Environment and Natural Resources Officer "Department Head" with a Salary Grade 24 is hereby abolished and it shall be replaced by the position of City Government Department Head I who shall henceforth head the CESD.

The person to be appointed as City Government Department Head I (Salary Grade 25) shall head the CESD, must be a registered voter of the City of Bacoor, Cavite, of good moral character, and must possess the minimum qualifications set by the Civil Service Commission (CSC) for the said position.

SECTION 7. DUTIES AND RESPONSIBILITIES. The duties and responsibilities of the Head of the CESD shall be as follows:

7.1. Take charge of all matters concerning the environment and natural resources of the City of Bacoor, Cavite (the "City") and the day-to-day operations of the CESD.

7.2. Provide technical assistance to the City Mayor in carrying out measures to ensure the delivery of basic services relative to the environment and the City's natural resources.

7.3. Develop plans and strategies and upon approval thereof by the City Mayor, as the case may be, and implement the same particularly those which have to do with the environment and the City's natural resources programs and projects which the City Mayor is empowered to implement and which the Sanggunian is empowered to provide under RA 7160, RA 10160, and other prevailing laws.

7.4. Establish, maintain, protect and preserve the environment within the jurisdiction of the City as defined in Section 6 OF RA 10160.

7.5. Provide extension services to beneficiaries of environment protection projects including technical, financial and infrastructure assistance.

7.6. Manage and maintain seed banks and tree nurseries for use in the urban greening projects of the City Government.

7.7. Coordinate with national government agencies and governmental organizations in the implementation of measures to prevent and control land, air and water pollution with the assistance of the Department of Environment and Natural Resources.

7.8. Be in the frontline of the delivery of services concerning the environment and natural resources particularly in



Republic of the Philippines

Province of Cavite

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the renewal and rehabilitation of the environment during and in the aftermath of man-made and natural disasters and calamities.

7.9. Recommend to the Sangguniang Panlungsod and advise the City Mayor as the case may be, on all matters relative to the protection, conservation, maximum utilization, application of appropriate technology and other matters related to the environment and natural resources.

7.10. Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance; and

7.11. Conduct periodic monitoring of public compliance with various environmental laws and ordinances. In this connection, the Department Head shall be required to submit a quarterly report to the City Mayor and the Sangguniang Panlungsod with regard the compliance of the public with various existing laws and ordinances related to environment protection, the effective use of the City's natural resources, and pertinent data on levels of air, water, and land pollution within the City.

SECTION 8. CREATION OF POSITIONS AND FUNDING. – The following positions in the plantilla of the CESD – the salaries of which shall be appropriated in the Annual Budget for Calendar Year 2025 of the City Government, are hereby created:

NO. OF POSITIONS	POSITION TITLE	SALARY GRADE
1	City Government Assistant Department Head 1	23
2	Environmental Management Specialist 1	11
1	Administrative Officer 1	10
3	Administrative Assistant II (Clerk IV)	8
1	Administrative Assistant 1 (Computer Operator 1)	7
2	Administrative Aide VI	6
1	Administrative Aide IV (Clerk II)	4
1	Administrative Aide III (Driver 1)	3
2	Administrative Aide III (Laborer II)	3
1	Senior Environmental Management Specialist	18



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SECTION 9. APPOINTMENT, QUALIFICATIONS, SALARIES, BENEFITS, AND EMOLUMENTS OF VARIOUS CESD EMPLOYEES. The City Mayor shall appoint the persons who shall occupy the positions created in Section 8 hereof. In order to be appointed, the said persons must possess all the applicable minimum qualifications set forth by the Civil Service Commission. The salaries, benefits, and emoluments to be received by the said persons, once appointed, shall also be in accordance with applicable civil service regulations and standards.

SECTION 10. DUTIES, FUNCTIONS AND JOB DESCRIPTION OF VARIOUS CESD EMPLOYEES. The duties, functions, and job description of the various employees to be appointed under the plantilla of the CESD shall be provided in their appointment papers to be formulated by the Head of the CESD subject to the final approval of the City Mayor.

SECTION 11. DIVISIONS AND SECTIONS OF THE CESD. – The CESD shall have four (4) divisions, namely:

- a) the Administrative Division
- b) the Enforcement, Operation and Services Division
- c) the Environmental Management and Technical Research Division; and
- d) the Environmental Assessment for Special Projects Division.

11.1. The ADMINISTRATIVE DIVISION shall be composed of the following sections:

- a. Administrative Section
- b. Records, Property and Budget Management Section

11.2. The ENFORCEMENT, OPERATION AND SERVICES DIVISION shall be composed of the following sections:

- a. Pollution Prevention Section
- b. Solid Waste Management and Street Cleaning Section

11.3. The ENVIRONMENTAL MANAGEMENT AND TECHNICAL RESEARCH DIVISION shall be composed of the following sections:

- a. Urban Greening and Parks Development Section
- b. Municipal Waters Maintenance and Technical Research Section

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11.4. The ENVIRONMENTAL ASSESSMENT FOR SPECIAL PROJECTS DIVISION shall be composed of the following sections:

- Special Projects Section
- Bacoor Reclamation and Development Projects Section

SECTION 12. DUTIES AND FUNCTIONS OF THE ADMINISTRATIVE DIVISION. The Administrative Division shall do all administrative work and maintain basic office operations of the CESD. It shall supervise compliance by all CESD personnel with all national and city government rules, regulations, and policies in coordination with the HRDMD. It shall implement the CESD Citizen Charter and coordinate with other City Government offices, particularly those geared towards improving basic service delivery within the Department. This division shall be composed of three (3) sections:

- Administrative Section** – This Section shall perform all office-based operations of the CESD including the management of incoming and outgoing correspondence as well as manage the logistical requirements of the Department in coordination with the General Services Office of the City of Bacoor, Cavite. It shall keep and maintain the personnel records of the CESD in close coordination with the HRDMD.
- Records, Property and Budget Management Section** – This Section shall be do data banking, compilation of monitoring reports, archiving, and necessary equipment and tools inventory. It shall oversee the maintenance of the Department's building, vehicles, equipment, and facilities. It shall prepare the Purchase Requests of the office. It shall manage and plan the prudent use of the CESD's budget pursuant to law and pertinent government regulations. It shall be responsible for the budget allocation for each division and operation and for the submission of the Annual Procurement Plan. It shall be tasked to review and consolidate the budget proposal of different divisions and provide technical advice. It shall monitor the payrolls of the Department. It shall coordinate with the City Treasurer's Office and the City Accountant's Office. It shall be required to supervise the program of activities in allocating appropriation of the



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different projects undertaken. It shall have the duty to prepare the budget for the calendar year and the Annual Investment Plan (AIP), follow the procurement process, and ensure liquidation for the special projects if needed, among others.

SECTION 13. DUTIES AND FUNCTIONS OF THE ENFORCEMENT, OPERATION AND SERVICES DIVISION. –

The duties and functions of the Enforcement, Operation and Services Division shall be divided into the following sections:

a. Enforcement and Pollution Prevention Section.

The duties and functions of this Section are as follows:

- i. Strictly enforce and implement environment-related city ordinances, laws, and government regulations.
- ii. Create a database that can guide the city government in formulating policies related to environment protection.
- iii. Issue environmental violation receipts (EVR).
- iv. File appropriate charges in court with the assistance of the City Legal Services Office against persons who shall violate various laws and city ordinances related to environment protection.
- v. Periodically inspect establishments and residential areas in compliance with all environmental laws.
- vi. Continuously assess the relevance of existing environmental data, collect water and soil samples, test ambient air quality, and perform such studies and tests as may be necessary on its own or in coordination with other Departments of the City Government or with various national government agencies in order to determine the true state of the environment within the City of Bacoor and inform in a timely manner the City Mayor, the City Vice Mayor and the Sangguniang Panlungsod about any environmental issue that require immediate attention and the allocation of resources; and



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vii. Exercise such other duties and functions as prescribed by law or ordinance and perform such other functions as may be determined by the City Mayor through Executive Order.

b. Solid Waste Management and Street Cleaning Section. The duties and functions of this Section are as follows:

- Collect garbage within the City of Bacoor in the manner as may be provided by law, city ordinances, and contracts duly entered into by the City Government in relation to solid waste management.
- It shall strive to improve systematic garbage collection and meet the requirements to attain 24/7 cleanliness of the entire City.
- Guarantee that personnel assigned in this Section, in the performance of their duties, are equipped with the basic protective gear necessary to shield themselves from harmful ecological elements of their job.
- Monitor the number of trips per day of dump trucks.
- Keep the streets of the City of Bacoor and other public places safe, clean, usable, and free from illegally constructed structures that adversely affect public health and safety, diminishes the aesthetic value of public spaces, and compromises the right of every Filipino to a healthful environment; and
- Perform other duties and functions as may be ordered by the City Mayor as may be prescribed by law or city ordinances.

SECTION 14. DUTIES AND FUNCTIONS OF THE ENVIRONMENTAL MANAGEMENT AND TECHNICAL RESEARCH DIVISION. – The duties and functions of the ENVIRONMENTAL MANAGEMENT AND TECHNICAL RESEARCH DIVISION are divided between its following sections:



Office of the Sangguniang Panlungsod

DISTRICT I

HON. CATHERINE SARINO-EVARISTO
City Councilor

HON. MICHAEL E. SOLIS
City Councilor

HON. ADRIELITO G. GAWARAN
City Councilor

HON. VICTORIO L. GUERRERO, JR.
City Councilor

HON. ALEJANDRO F. GUTIERREZ
City Councilor

HON. LEVY M. TELA
City Councilor

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City Councilor

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City Councilor / President Pro-Tempore

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City Councilor

HON. SIMPLICIO G. DOMINGUEZ
City Councilor

HON. RANDY C. FRANCISCO
Liga ng mga Barangay Vice President

HON. PALM ANGEL S. BUNCIO
SK Federation President

Attested by:
ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:
HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Approved by:
HON. STRIKE B. REVILLA
City Mayor

14.1. Duties and Functions of the Urban Greening and Parks Development Section:

- i. Maintain and develop green public spaces within the City of Bacoor, recommend establishing, maintaining, protecting, and preserving tree parks, linear parks, boulevards, greenbelts, sanctuaries, and other similar projects to the City Mayor and to the Sangguniang Panlungsod.
- ii. Perform the everyday clean up, maintain cleanliness along Bacoor Boulevard and Daang Hari, conduct tree growing activities, and do the watering of plants and trimming activities similarly done daily. Conduct grass cutting. Create a nursery for plant propagation.
- iii. Distribute various cleaning and maintenance equipment to be used by CESD personnel in the performance of their respective field duties; and
- iv. Perform other duties and functions as may be ordered by the City Mayor or as may be provided by law or city ordinance.

14.2. Duties and Functions of the Municipal Waters Maintenance and Technical Research Section:

- i. Maintain and clean all riverways, waterways, and tributaries of the City and in ensuring that the said bodies of water are free from solid wastes and other floating debris through regular and special clean-up operations.
- ii. Spearhead clean-up efforts in case an oil spill occurs within the municipal waters of the City.
- iii. Focus on the maintenance of good water quality management practices in the various bodies of water within the City.
- iv. Develop and recommend policies and programs to local executives to ensure and promote the sustainable development of the city's natural resources through proper conservation and utilization.



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Sangguniang Panlungsod Secretary

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HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Approved by:
HON. STRICK B. REVILLA
City Mayor

v. Formulate environmental management plans and programs for the City and oversee its implementation. Conducts environmental scanning, study, and analysis.

vi. Enforce pollution control and environmental protection laws, rules, and regulations in cooperation with DENR and other relevant agencies.

vii. Monitor environmental quality and compliance with environmental laws and process primary and secondary information for policy directions and management decisions of the local executives.

viii. Assists in the planning and implementation of environmental projects and provides technical assistance in the organizational aspects of proposed environmental projects.

ix. Coordinate the implementation of a Solid Waste Management Plan to reduce or minimize industrial and household waste through composting and recycling.

x. Prepare the required feasibility study and project proposal for proposed environmental projects of the City Government and prepares related environmental reports and documents.

xi. Conduct inspection/investigation re: environmental complaints and submission of reports.

xii. Coordinate with government agencies and non-government organizations in implementing the Manila Bay Rehabilitation and Preservation Program of measures to prevent and control water pollution with the assistance of DENR.

xiii. Formulate measures for the consideration of the Sangguniang Panlungsod and provide technical assistance and support to the City Mayor in carrying out measures



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HON. PALM ANGEL S. BUNCIO
SK Federation President

Attested by:

ATTY. KHALIDA A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Approved by:

HON. STRIKE B. REVILLA
City Mayor

relative to the protection of the environment in totality and its management.

- xiv. Recommend to the Sanggunian and advise the Mayor on all matters relative to the protection, conservation, maximum utilization, application of appropriate technology, and other matters related to the environment.
- xv. Provide extension services to beneficiaries of environment-related projects; and
- xvi. Perform other duties and functions as may be ordered by the City Mayor or as prescribed by law or ordinances.

SECTION 15. DUTIES AND FUNCTIONS OF THE ENVIRONMENTAL ASSESSMENT FOR SPECIAL PROJECTS DIVISION. – This Division shall be primarily responsible in monitoring the faithful implementation of the various terms and conditions of all environmental compliance certificates issued in favor of proponents to special projects to be done in the City of Bacoor particularly the following reclamation projects:

- A) The 90-hectare Bacoor Reclamation and Development Project.
- B) The 100-hectare Diamond Reclamation and Development Project; and
- C) The 230-hectare Bacoor Reclamation and Development Project.

15.1. Duties and Functions of the Duties and Responsibilities of the Bacoor Reclamation and Development Projects Section:

- i. Monitor actual project impacts vis-a-vis the predicted impacts and management measures in the Environmental Impact Assessment (EIS);
- ii. Ensure that the environmental compliance monitoring procedure are conformed with and submission of reports online to the Environment Management Bureau (EMB) are carried out as required;
- iii. Submit Demobilization Plan one (1) year prior to completion of reclamation activity which shall include cleanup measures;
- iv. Conduct a continuing consultation with stakeholders in updating Environmental Monitoring Plan (EMP) and Environmental Monitoring Plan (EMoP) that may include necessary baseline data, geohazards, disaster risk



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HON. PALM ANGEL S. BUNCIO
SK Federation President

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ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Approved by:

HON. STRIKE B. REVILLA
City Mayor

reduction and management and ground settlement monitoring of the reclaimed area;

- v. Ensure that all plans and programs in the SDP, EMP, EMoP and decommissioning plan will be properly executed.
- vi. Designate Occupational Health and Safety Officers for the three (3) reclamation sites with the following duties and responsibilities:

1. Ensure the compliance of project developers with the Labor Code of the Philippines and to RA 11058;
2. Ensure the protection of workers against dangers of injury, sickness, or death through safe and healthful working conditions;
3. Ensure peace and order/security;
4. Oversee the overall management of the safety and health program;
5. Assist government inspectors in the conduct of safety and health inspections anytime whenever work is being performed or during the conduct of an accident investigation; and
6. Issue work stoppage order when necessary.

15.2. Duties and Functions of the Special Projects Section:

- i. Identify significant environmental aspects and impacts of commercial establishments within the City of Bacoor including their operational activities and recommend possible mitigating measures in the formulation/preparation and/or review of the Environmental Management Plan and Contingency Plan of the City.
- ii. Ensure compliance of commercial establishment within the City with the requirements of PD 1586, RA 6969, RA 8749, RA 9003, RA 9275, their respective implementing rules and regulations (IRRs), and other pertinent rules and regulations.
- iii. Attend to all permitting and registration requirements of commercial establishments pertaining to the construction, installation, or operation of pollution sources and control facilities.
- iv. Ensure the proper performance, operation, and maintenance of environmental management facilities or systems of commercial establishments.



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Iga ng mga Barangay Vice President

HON. PALM ANGEL S. BUNCIO
SK Federation President

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ATTY. KHALIDA A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:
HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Approved by:
HON. STRIKE B. REVILLA
City Mayor

- v. Ensure that the hazardous wastes disposed offsite are covered by a Permit to Transport and other related permits and certifications as mandated by law.
- vi. Ensure that motor vehicles transporting hazardous wastes are properly operated and maintained.
- vii. Ensure that hazardous wastes Treatment Storage and Disposal (TSD) facilities are properly operated and maintained, whenever required by law.
- viii. Monitor compliance to the requirements specified in the Environmental Compliance Certificate and the commitments stipulated in the Environmental Management and Monitoring Plans or Environmental Performance Report and Management Plans, and report the same in the Compliance Monitoring Report (CMR); and
- ix. Perform such duties and functions as may be ordered by the City Mayor or as may be prescribed by law, ordinance, or government regulations.

SECTION 16. AUTOMATIC REVIEW. The Sangguniang Panlungsod shall automatically review this Ordinance once every three (3) years after its approval or whenever the need for such review arises.

SECTION 17. REPEAL CLAUSE. All ordinances and orders inconsistent with the provisions of this Ordinance are hereby revoked and/or modified accordingly.

SECTION 18. SEPARABILITY CLAUSE. In case any provision of this Ordinance is declared unconstitutional or void by a competent court of law, the remaining provisions hereof not affected by the said declaration shall remain valid.

SECTION 19. DATE OF EFFECTIVITY. – This Ordinance shall take effect immediately after it has been published once in a newspaper of general circulation in the City of Bacoor, Cavite.

APPROVED this 12th day of February 2024 at the City of Bacoor, Cavite, by the 5th Sangguniang Panlungsod of Bacoor City, Cavite.



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HON. RANDY C. FRANCISCO
Liga ng mga Barangay Vice President

HON. PALM ANGEL S. BUNCIO
SK Federation President

Attested by:

ATTY. KHALID A. ATEGA, JR.
Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor

Approved by:

HON. STRIKE B. REVILLA
City Mayor

I hereby certify that the foregoing Ordinance is true and correct and that it was passed in accordance with law.

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA
City Vice Mayor/ Presiding Officer

Attested by:

ATTY. KHALID A. ATEGA JR.
Sangguniang Panlungsod Secretary

Approved by:

HON. STRIKE B. REVILLA
City Mayor

Date of Approval: 25 MAR 2024



ROLANDO S. REMULLA
Councilor

AVELINO B. SOLIS
Councilor

HUBERT V. GERVACIO
Councilor

REYNALDO M. FABIAN
Councilor

NORMITA D. CELESTINO
Councilor

AVELINO S. DE CASTRO
Councilor

MIGUEL N. BAUTISTA
Councilor

BAYANI M. DE LEON
Councilor

RICARDO F. UGALDE
Councilor - ABC President

MARIENNE JOYCE G. CASTILLO
Councilor - SKF President

Attested by
ATTY. KHALINA ATEGA, JR.
Secretary to the Sanggunian

Certified by
ROSETTE MIRANDA FERNANDO
Municipal Vice Mayor/Presiding Officer

Approved by
STRIKE REVILLA
Municipal Mayor

Republic of the Philippines
Province of Cavite
MUNICIPALITY OF BACOOR
Office of the Sangguniang Bayan

EXCERPTS FROM THE MINUTES OF THE 6TH REGULAR SESSION OF
THE SANGGUNIANG BAYAN OF BACOOR, CAVITE HELD AT THE
SESSION HALL, BACOOR MUNICIPAL HALL, BACOOR, CAVITE ON
THE 13TH DAY OF AUGUST 2007

PRESENT :

HON. ROSETTE MIRANDA FERNANDO - - - - - Presiding Officer
Vice Mayor
HON. HUBERT GERVACIO - - - - - Councilor
HON. ROLANDO S. REMULLA - - - - - Councilor
HON. REYNALDO M. FABIAN - - - - - Councilor
HON. NORMITA D. CELESTINO - - - - - Councilor
HON. AVELINO S. DE CASTRO - - - - - Councilor
HON. MIGUEL N. BAUTISTA - - - - - Councilor
HON. BAYANI M. DE LEON - - - - - Councilor
HON. RICARDO F. UGALDE - - - - - Councilor-ABC-Pres.
HON. MARIENNE JOYCE G. CASTILLO - - - - - Councilor-SKF-Pres.

ABSENT :

HON. AVELINO B. SOLIS - - - - - Councilor
HON. MARIENNE JOYCE G. CASTILLO - - - - - Councilor-SKF-Pres.

MUNICIPAL ORDINANCE No. 5
Series of 2007

AN ORDINANCE CREATING THE "MUNICIPAL
ENVIRONMENT AND NATURAL RESOURCES
OFFICE" AND THE POSITION OF "MUNICIPAL
ENVIRONMENT AND NATURAL RESOURCES
OFFICER" (SG-24).

WHEREAS, Section 76 of R.A. 7160 (otherwise known as the Local
Government Code of 1991) in conjunction with Section 434 of the same
law, gives the municipal government the option to create a Municipal
Environment and Natural Resources Office (MENRO);

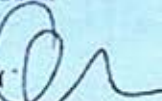
WHEREAS, the municipal government of Bacoar, Cavite has yet to
create the MENRO despite the fact that R.A 7160 has been in effect since
1991 and despite the alarming environmental problems besetting Bacoar,
Cavite;

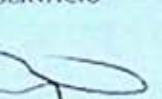
Republic of the Philippines
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MUNICIPALITY OF BACOR
Office of the Sangguniang Bayan

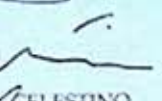




ROLANDO S. REMULLA
Councillor

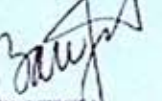
AVELINO B. SOLIS
Councillor


HUBERT V. GERVACIO
Councillor

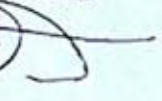

REYNALDO M. FARHAN
Councillor


NORMITA D. CELESTINO
Councillor


AVELINO S. DE CASTRO
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MIGUEL N. BAUTISTA
Councillor

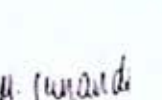

BAYANI M. DE LEON
Councillor


RICARDO E. UGALDE
Councillor - ABC President

MARIENNE JOYCE G. CASTILLO
Councillor - SK President

Attested by

ATTY. KHALID A. ATEGA, JR.
Secretary to the Sanggunian

Certified by

ROSETTE MIRANDA FERNANDO
Municipal Vice Mayor/Presiding Officer

Approved by

STRIKE REVILLA
Municipal Mayor

WHEREAS, the serious environmental problems of Bacor, Cavite and the urgent need to solve the same necessitates the creation of the MENRO and the position of Municipal Environment and Natural Resources Officer who has a salary grade of SG-24;

WHEREAS, there are many environmental laws that are not being properly implemented by the municipal government because it has failed to create a MENRO;

NOW, THEREFORE:

BE IT ORDAINED by the Sangguniang Bayan in session assembled that:

Section 1. *Statement of Policy.*—It shall be the policy of the municipal government of Bacor, Cavite to protect the environment, strictly enforce all existing laws pertaining to the environment without fear or favor, and consistently embark on a platform of government that will enshrine love for the environment in the hearts of everyone in Bacor, Cavite, in order to ensure that the blessings of Mother Nature shall continue to be enjoyed by all the generations to come.

Section 2. *Purpose.*— The purpose of this Ordinance is to create the Municipal Environment and Natural Resources Office ("MENRO" for brevity) and the position of Municipal Environment and Natural Resources Officer I (SG-24).


Section 3. *Scope of Powers of the MENRO* - The MENRO shall:


1. Take charge of matters concerning the environment and natural resources of the municipality;
2. Provide technical assistance to the Mayor in carrying out measures to ensure the delivery of the basic services relative to the environment and the municipality's natural resources;
3. Develop plans and strategies and upon approval thereof by the mayor, as the case may be, implement the same particularly those which have to do with environment and natural resources programs and projects which the mayor is empowered to implement and which the Sanggunian is empowered to provide under the Local Government Code and under other prevailing laws;




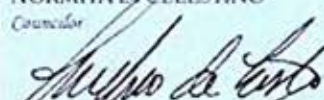

ROLANDO S. REMULLA
Counsellor

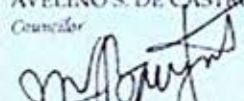
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HUBERT V. GERVACIO
Counsellor

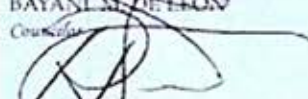

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NORMITA D. CELESTINO
Counsellor

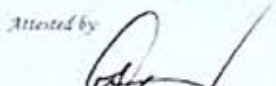

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Counsellor



MIGUEL N. BAUTISTA
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BAYANI M. NELSON
Counsellor


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Counsellor - ABC President

MARIENNE JOYCE G. CASTILLO
Counsellor - SK President

Attested by

ATTY. KHALID A. ATEGA, JR.
Secretary to the Sanggunian

Certified by

ROSETTE MIRANDA FERNANDO
Municipal Vice Mayor/Presiding Officer

Approved by

STRIKE REVILLA
Municipal Mayor

Republic of the Philippines
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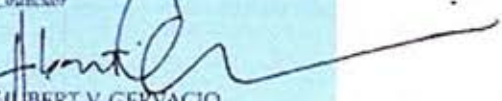
4. Establish, maintain, protect and preserve communal forests, watersheds, tree parks, mangroves, greenbelts, commercial forests and similar forest projects;
5. Provide extension services to beneficiaries of forest development projects and technical, financial and infrastructure assistance;
6. Manage and maintain seedbanks and produce seedlings for forests and tree parks;
7. Provide extension services to beneficiaries of forest development projects and render assistance for natural resources-related conservation and utilization activities consistent with ecological balance;
8. Coordinate with government agencies and non-governmental organizations in the implementation of measures to prevent and control land, air and water pollution with the assistance of the Department of Environment and Natural Resources;
9. Be in the frontline of the delivery of services concerning the environment and natural resources particularly in the renewal and rehabilitation of the environment during and in the aftermath of man-made and natural disasters and calamities;
10. Recommend to the Sangguniang Bayan and advise the mayor as the case may be, on all matters relative to the protection, conservation, maximum utilization, application of appropriate technology and other matters related to the environment and natural resources; and
11. Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.

Section 4. Composition of the MENRO.--The MENRO shall be headed by a Municipal Environment and Natural Resources Officer, with a salary grade of SG-24. The said position shall be permanent in nature and any appointment to the said position shall be subject to approval of the municipal government's Personnel Selection Board (PSB). For purposes of brevity, the Municipal Environment and Natural Resources Officer, shall hereafter be referred to, as the "Department Head".





ROLANDO S. REMULLA
Counselor


AVELINO B. SOLIS
Counselor



HILBERT V. GERVACIO
Counselor

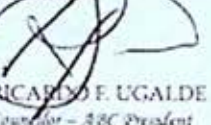
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Approved by

STRIKE REVILLA
Municipal Mayor

Republic of the Philippines
Province of Cavite
MUNICIPALITY OF BACOR
Office of the Sangguniang Bayan

Section 5. *Qualifications of the Department Head.* - The Department Head must be:

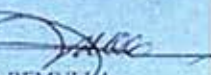
- 5.1. a citizen of the Philippines;
- 5.2. a resident of Bacoar, Cavite;
- 5.3. of good moral character;
- 5.4. a holder of a college degree from a reputable and recognized institution of education preferably in environment, forestry, agriculture, or any related course;
- 5.5. a first grade civil service eligible or its equivalent; and
- 5.6. must have acquired experience in environmental and natural resources management, conservation, and utilization for at least three (3) years.¹

Section 6. *Duties and Responsibilities of the Department Head.* - The Department Head shall:

- 6.1. Take charge of matters concerning the environment and natural resources of the municipality;
- 6.2. Provide technical assistance to the Mayor in carrying out measures to ensure the delivery of the basic services relative to the environment and the municipality's natural resources;
- 6.3. Develop plans and strategies and upon approval thereof by the mayor, as the case may be, implement the same particularly those which have to do with environment and natural resources programs and projects which the mayor is empowered to implement and which the Sanggunian is empowered to provide under the Local Government Code and under other prevailing laws;
- 6.4. Establish, maintain, protect and preserve communal forests, watersheds, tree parks, mangroves, greenbelts, commercial forests and similar forest projects;
- 6.5. Provide extension services to beneficiaries of forest development projects and technical, financial and infrastructure assistance;
- 6.6. Manage and maintain seedbanks and produce seedlings for forests and tree parks;


¹ Sec. 484, Art. 14, Local Government Code





ROLANDO S. REMULLA
Counselor

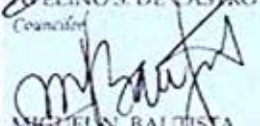
AVELINO B. SOLIS
Counselor


HUBERT V. GERVACIO
Counselor

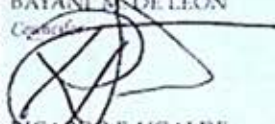

REYNALDO M. FABIAN
Counselor


NORMITA D. CELESTINO
Counselor


AVELINO S. DE CASTRO
Counselor


MIGUEL N. BAUTISTA
Counselor


BAYANI B. DELLEON
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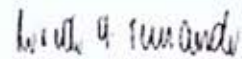

RICARDO F. UGALDE
Counselor - ABC President

MARIENNE JOYCE G. CASTILLO
Counselor - SK President

Attested by


ATTY. KHALID A. ATEGA, JR.
Secretary to the Sanggunian

Certified by


ROSETTE MIRANDA FERNANDO
Municipal Vice Mayor/Presiding Officer

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STRIKE REVILLA
Municipal Mayor

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6.7. Provide extension services to beneficiaries of forest development projects and render assistance for natural resources-related conservation and utilization activities consistent with ecological balance;

6.8. Coordinate with government agencies and non-governmental organizations in the implementation of measures to prevent and control land, air and water pollution with the assistance of the Department of Environment and Natural Resources;

6.9. Be in the frontline of the delivery of services concerning the environment and natural resources particularly in the renewal and rehabilitation of the environment during and in the aftermath of man-made and natural disasters and calamities;

6.10. Recommend to the Sangguniang Bayan and advise the mayor as the case may be, on all matters relative to the protection, conservation, maximum utilization, application of appropriate technology and other matters related to the environment and natural resources;


6.11. Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance; and

6.12. Conduct periodic monitoring of public compliance with various environmental laws and ordinances. In this connection, the Department Head shall be required to submit a quarterly report to the Office of the Mayor and the Sangguniang Bayan with regard the compliance of the public with various existing laws and ordinances related to environment protection, the effective use of the municipality's natural resources, and pertinent data on levels of air, water, and land pollution within the municipality. *Provided, that, failure to submit such report may be used as a ground to cause the removal from office of the Department Head by the Mayor.*


Section 7. Sources of Funds and the Operating Budget of the MENRO. –





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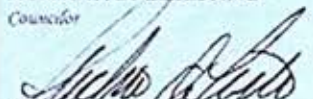

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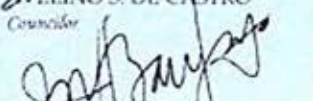
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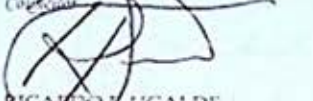

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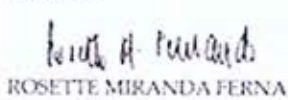

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MARIENNE JOYCE G. CASTILLO
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Secretary to the Sanggunian

Certified by


ROSETTE MIRANDA FERNANDO
Municipal Vice Mayor/Presiding Officer

Approved by

STRIKE REVILLA
Municipal Mayor

7.1. In view of the general limitations set in paragraph (a), Section 325 of RA 7160 regarding the use of municipal funds, no budgetary outlay for the MENRO shall be provided in this Ordinance. However, the absence of such budgetary outlay shall not be considered a hindrance in the creation of the MENRO or in the enactment of this Ordinance. Provided that the absence of such budgetary outlay shall not preclude the Sangguniang Bayan from enacting a budget ordinance in the future for the purpose of providing funds for the MENRO and its officers.

Section 8. Transitory Provisions. — To prevent disruption in the delivery of the basic urban services and the implementation of existing projects intended to protect the environment launched by the municipal government pending the full implementation of the MENRO's organizational structure and staffing pattern, all officials and employees of the municipal government tasked to implement the various environmental projects of the municipal government shall continue to exercise their duties and functions and receive their salaries and allowances until they shall have been given notice of change of duties and functions, and of being transferred to another office or position.


All assets and properties presently in use or under the accountability of such officials and employees of the municipal government shall be transferred to and assumed by the MENRO as created under this Ordinance, subject to the conditions that may be established by the DBM, the Commission on Audit, and the Office of the Mayor.

The civil service laws, rules and regulations pertinent to the displacement of personnel affected by this Resolution shall be strictly enforced. The municipal government shall provide such amounts as may be necessary to pay the benefits accruing to displaced employees at the rate of one and one-fourth (1 1/4) month's salary for every year of service: *Provided, That*, if qualified for retirement under existing retirement laws, said employees may opt to receive the benefits thereunder.

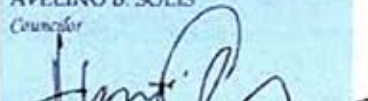
Section 9. Repealing Clause. — All ordinances, resolutions, executive orders, rules and regulations, or parts thereof issued by the Sangguniang Bayan or by the Office of the Mayor inconsistent with or contrary to the provisions of this Ordinance are hereby repealed or modified accordingly.




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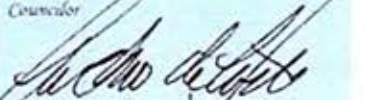

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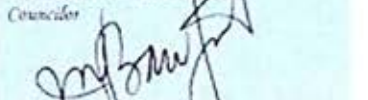
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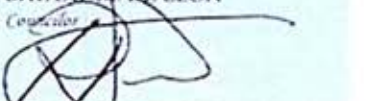

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Secretary to the Sanggunian

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Municipal Vice Mayor/Presiding Officer

Approved by:


STRIKE REVILLA
Municipal Mayor

Section 10. *Separability Clause.* — If any part or provision of this Ordinance is held unconstitutional or invalid, other parts or provisions thereof which are not affected shall continue to remain in full force and effect.

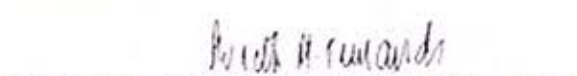
Sec. 11. *Effectivity.* — This Ordinance shall take effect after ten (10) days from the date a copy hereof is posted in a bulletin board at the entrance of the Municipal Hall of Bacoor, Cavite and in at least two (2) other conspicuous places within the municipality.

ENACTED by the Sangguniang Bayan at its regular session today, 13 August 2007, in the Municipality of Bacoor, Cavite.

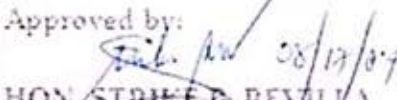
Attested by:


ATTY. KHALID A. ATEGA, JR.
Sangguniang Bayan Secretary

Certified by:


VICE-MAYOR ROSETTE M. FERNANDO
Presiding Officer

Approved by:


HON. STRIKE D. REVILLA
Municipal Mayor