



Republic of the Philippines  
Province of Cavite  
CITY OF BACOOR

## Office of the Sangguniang Panlungsod



DISTRICT I

HON. CATHERINE SARINO-EVARISTO

City Councilor

HON. MIGUEL N. BAUTISTA

City Councilor

HON. ADRIELITO G. GAWARAN

City Councilor

HON. MANOLO S. GALVEZ JR.

City Councilor

HON. RICARDO F. UGALDE

City Councilor

HON. LEVY M. TELA

City Councilor

DISTRICT II

HON. ROBERTO I. ADVINCULA

City Councilor

HON. REYNALDO D. PALABRICA

City Councilor

HON. ROGELIO M. NOLASCO

City Councilor

HON. REYNALDO M. FABIAN

City Councilor

HON. SIMPLICIO G. DOMINGUEZ

City Councilor

HON. HORACIO M. BRILLIANTES JR.

City Councilor

HON. RANDY C. FRANCISCO

City Councilor-ABC President

HON. PALM ANGELS. BUNCIO

City Councilor-SK Federation President

Attested by:

ATTY. KHALID A. ATEGA, JR.

Sangguniang Panlungsod Secretary

Certified by:

HON. ROWENA BAUTISTA-MENDIOLA

City Vice Mayor/Presiding Officer

Approved:

HON. STRIKE B. REVILLA

City Mayor

### CITY ORDINANCE NO. 491-2026 Series of 2026

AN ORDINANCE REQUIRING ALL BARANGAY COUNCILORS, BARANGAY TANODS, AND BARANGAY EX-OFFICIO OFFICIALS IN EVERY BARANGAY OF THE CITY OF BACOOR TO POST IN THEIR BARANGAY BULLETIN BOARD AND OFFICIAL SOCIAL MEDIA ACCOUNTS THE DAILY DUTY ROSTER, INCLUDING NAMES, DUTIES, RESPONSIBILITIES, PHOTOS WHILE ON DUTY, AND CONTACT NUMBERS, FOR THE PURPOSE OF PROMOTING ACCOUNTABILITY AND ACCESSIBILITY TO THE COMMUNITY.

Sponsored by:

Hon. Manolo S. Galvez, Jr.

Co-Sponsored by:

Hon. Horacio M. Brillantes, Jr., Hon. Simplicio G. Dominguez, Hon. Randy C. Francisco, Hon. Rogelio M. Nolasco, Hon. Reynaldo D. Palabrica and Hon. Levy M. Tela.

WHEREAS, Section 16 of Republic Act No. 7160, otherwise known as the "Local Government Code of 1991," empowers local government units to exercise powers essential to promote the general welfare of their constituents;

WHEREAS, the barangay serves as the basic political unit of society and is directly responsible for delivering basic services and maintaining peace, order, and public safety;

WHEREAS, with the advent of social media as a major channel of communication, posting duty schedules, responsibilities, and contact information provides citizens easy access to barangay officials in case of emergency, assistance, or inquiries;

NOW, THEREFORE, be it ordained by the Sangguniang Panlungsod of Bacoor, in regular session assembled, that:

#### SECTION 1. – MANDATORY POSTING OF DAILY DUTY ROSTER.

Every barangay in the City of Bacoor shall ensure that the names of all on-duty **Barangay Councilors, Barangay Tanods, and Barangay Ex-Officio Officials** are posted daily in the





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Sangguniang Panlungsod SecretaryCertified by:  
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Barangay Bulletin Board and their official Barangay Facebook Page/Social Media Accounts.

**SECTION 2. – CONTENTS OF THE DAILY POSTING.**

The daily posting shall include the following:

- Full names of on-duty officials;
- Their respective duties and responsibilities during the day;
- Photos of the officials while performing their tasks;
- Their official contact numbers for accessibility to the public.

**SECTION 3. – RESPONSIBILITY OF THE BARANGAY SECRETARY.**

The Barangay Secretary, under the supervision of the Punong Barangay, shall ensure that the daily posting is prepared, updated, and made available to the public both physically (through the Barangay Bulletin Board) and digitally (through social media accounts).

**SECTION 4. – ACCOUNTABILITY.**

Failure of any barangay official to comply with this ordinance without justifiable reason shall constitute neglect of duty and shall subject the concerned official to appropriate administrative or disciplinary action in accordance with existing laws, rules, and regulations.

**SECTION 5. – MONTHLY REPORT SUBMISSION.**

All barangays shall be required to submit a **monthly consolidated report** to the Office of the Department of the Interior and Local Government (DILG) – Bacoor City Field Office. Such report shall include:

- Copies of daily duty rosters;
- Proof of compliance through photographs/screenshots of bulletin board and social media postings;
- Summary of issues, concerns, and actions taken by duty officials.

The report shall be submitted **not later than the 10th day of the following month** commencing on the month following the





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Sangguniang Panlungsod Secretary

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City Vice Mayor/Presiding Officer

Approved:

HON. STRIKE B. REVILLA

City Mayor

effectivity date of this Ordinance. Non-compliance shall be subject to appropriate administrative measures.

**SECTION 6. – SEPARABILITY CLAUSE.**

If for any reason any part or provision of this ordinance is declared invalid or unconstitutional, the remaining provisions shall not be affected and shall remain in full force and effect.

**SECTION 7. – EFFECTIVITY.**

This Ordinance shall take effect immediately upon approval and compliance with all posting and publication requirements as mandated by law.

**ENACTED**, this 19<sup>th</sup> day of January 2026 at the City of Bacoor, Cavite by the 6<sup>th</sup> Sangguniang Panlungsod of the City of Bacoor, Cavite.

I hereby certify that the foregoing Ordinance was duly approved in accordance with law.

Certified:

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

Attested:

*Atty. Khalid A. Atega*  
**ATTY. KHALID A. ATEGA, JR.**  
Sangguniang Panlungsod Secretary



Approved:



**HON. STRIKE B. REVILLA**  
City Mayor

Date of Approval: 22 JAN 2026