



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
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City Councilor

HON. RANDY C. FRANCISCO
City Councilor-ABC President

HON. PALM ANGELS S. 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. 499-2026
Series of 2026

AN ORDINANCE PROMOTING THE GROWTH OF VOLUNTEERISM IN THE CITY OF BACOOR, CAVITE THROUGH THE CREATION OF A "SPECIAL OPERATIONS GROUP" TO BE COMPRISED OF VOLUNTEERS WHO SIGNIFIED THEIR INTENTION OF ASSISTING THE CITY GOVERNMENT IN ENFORCING VARIOUS CITY ORDINANCES, LAWS, AND GOVERNMENT REGULATIONS FOR THE PROMOTION OF THE GENERAL WELFARE AND PROVIDING GUIDELINES IN THE IMPLEMENTATION HEREOF.

Sponsored by:
Hon. Manolo S. Galvez Jr.

Co-sponsored by:

Hon. Simplicio G. Dominguez, Hon. Reynaldo M. Fabian, Hon. Randy C. Francisco, Hon. Adrielito G. Gawaran, Hon. Reynaldo D. Palabrica, and Hon. Levy M. Tela.

WHEREAS, in a speech delivered on 27 April 1997 during a bipartisan summit held in Philadelphia, Pennsylvania, USA, former United States President Bill Clinton remarked: "**Volunteerism is an act of heroism on a grand scale. And it matters profoundly. It does more than help people beat the odds; it changes the odds.**"

WHEREAS, volunteerism is such an important cog in the machinery of nation building that in 2007, Congress passed Republic Act No. 9418 (the "Volunteer Act of 2007") which provided that "it shall be the policy of the State to promote the participation of the various sectors of the Filipino society, and as necessary, international and foreign volunteer organizations in public and civic affairs, and adopt and strengthen the practice of volunteerism as a strategy in order to attain national development and international understanding. The inculcation of volunteerism as a way of life shall rekindle in every Filipino the time-honored tradition of





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bayanihan to foster social justice, solidarity and sustainable development."¹

WHEREAS, as a nod to the importance of volunteerism in nation building, Republic Act No. 7160 (the "Local Government Code of 1991") is replete with provisions encouraging people's participation in local governance.

WHEREAS, Section 8 of Republic Act No. 10160 (the "Charter of the City of Bacoor") empowered the City Mayor to "exercise those powers expressly granted to him by law, those necessarily implied therefrom, as well as powers necessary, appropriate or incidental for the efficient and effective governance of the City, and those which are essential to the promotion of the general welfare".

WHEREAS, the City of Bacoor is fortunate to have numerous residents who are willing to give their time and effort for free for the sake of their fellow Bacooreños and to ensure that the city they call home will become more peaceful and progressive.

WHEREAS, pursuant to the aforementioned State policy of promoting volunteerism as a strategy in order to attain national development, the City Mayor proposed to the Sangguniang Panlungsod to pass legislation that will allow volunteers to take part in the enforcement of various city ordinances, laws, and government regulations.

WHEREAS, after a series of hearings in consultation with various stakeholders regarding this Ordinance, the Sangguniang Panlungsod unanimously voted to provide a legal mechanism that will enable the growth of volunteerism in the City of Bacoor.

NOW THEREFORE, be it ordained by the 6th Sangguniang Panlungsod of the City of Bacoor, Cavite that:

Section 1. Title. This Ordinance shall be known and referred to as the "**Bacoor Volunteerism Promotion Ordinance**".

Section 2. Declaration of City Policy. It shall be the policy of the City Government to encourage active people's participation in the development of the City of Bacoor by promoting volunteerism through the creation of teams of

¹ Section 1, RA 9418





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volunteers who will assist the various departments/units under the Office of the City Mayor and the Bacoor City Police in implementing various city ordinances, laws, and government regulations.

Section 3. Creation of the "SPECIAL OPERATIONS GROUP (SOG)". Teams of volunteers residing in the City of Bacoor who signified in writing their willingness to work for free and assist the City Government in enforcing various city ordinances, laws, and government regulations to be known as the **Special Operations Group (SOG)** is hereby created.

Section 4. Enlistment of SOG Members. To become a SOG member, volunteers must register at the office of the City Administrator's Office and submit the following:

- (1) Valid government issued ID proving his/her identity, citizenship, age, and address within the City of Bacoor;
- (2) His/her fingerprints and latest ID picture (front and profile); and
- (3) Duly notarized affidavit signifying the intent of the volunteer to work for free for the City Government and releasing the latter from any liability in relation to any injury he/she may suffer while working as a SOG member and his/her willingness to undergo random medical examinations and tests to determine his/her physical fitness and discount the possibility that he/she is under the influence of illegal drugs or alcoholic beverages while on duty.

Section 5. Grounds for Disqualification as a SOG Member. A person is disqualified to become, or to remain as, a SOG member if he/she:

- (1) Has been convicted of any crime or violated this Ordinance or any other city ordinance;
- (2) Tested positive of using illegal drugs or alcoholic beverages while on duty;
- (3) Abused the authority granted to him/her by virtue of this Ordinance or its Implementing Rules and Regulations;
- (4) Disobeyed the direct orders of the City Mayor, of the head of the department/unit to which he/she has been detailed to assist, and of the Chief of the Bacoor City Police; and/or





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(5) Committed any act or omission analogous to any of the foregoing.

Provided that: the disqualification of a SOG member shall not bar the filing of appropriate criminal, civil, or administrative actions against him/her either by the City Government or by any third party.

Section 6. Duties of the City Administrator's Office. The City Administrator's Office shall have the following duties:

- (1) Maintain and update a database on the various personal data submitted by SOG members including their deployment and performance records to be known as the **Registry of SOG Members**;
- (2) Coordinate with various national government agencies to verify the truthfulness of the various personal data submitted by SOG members;
- (3) Coordinate with various departments and units under the Office of the City Mayor as well as with the chief of the Bacoor City Component Police Station for the possible detailing to the latter of SOG members subject to the approval of the City Mayor.
- (4) Monitor the deployment of SOG members to various units and departments of the City Government and recommend to the City Mayor the re-assignment back to the City Administrator's Office of any SOG member once his/her assistance to a unit or department under the Office of the City Mayor is no longer needed or necessary;
- (5) Orient SOG members on: [a] the organizational set-up of the City Government which shall include but shall not be limited to familiarizing them to the names, designations, and duties of various city officials and department/unit heads, [b] the duties and functions of each department/unit of the City Government prior to their deployment to the same, [c] the provisions of various city ordinances, laws, and government regulations to be enforced, [d] the basic components of due process and the rights of people suspected of having violated a city ordinance, law, or government regulation, [e] the proper way of enforcing the city ordinances, laws, or government regulations that will be assigned to





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them for implementation within the City of Bacoor, and [f] basic lessons on gathering evidence and how to protect themselves and others around them during emergencies;

- (6) Recommend the removal of any person from the Registry of SOG Members and recommend their prosecution under any applicable law or government regulation for any act or omission in violation of any ordinance, law, or government regulation; and
- (7) Require SOG members to assist in the implementation of the various duties of the City Administrator's Office whenever they are not detailed with another department/unit or with the Bacoor City Police.

Section 7. Powers of the Heads of the Various Units/Departments and the Chief of the Bacoor City Police.

The Heads of the various units/departments under the Office of the City Mayor and the Chief of the Bacoor City Police shall have the following powers:

7.1. Request the City Mayor for SOG members who are willing to volunteer to assist in the enforcement of any ordinance, law or government regulation that the said unit/department is legally mandated to implement to augment their existing personnel;

7.2. Train/orient SOG members on how to properly implement the ordinance, law or government regulation that will be assigned to them for implementation;

7.3. Recommend the grant of official commendations, financial incentives, or other forms of recognition in favor of deserving SOG members;

7.4. Recommend the removal of any SOG member from the Registry of SOG Members for any violation of any ordinance, law, or regulation;

7.5. Supervise the work of any SOG member who is assigned to his/her unit/department; and

7.6. Perform such other duties and functions as may be directed by the City Mayor or the Acting City Mayor.

Section 8. Limitations in the Authority Delegated to SOG Members. The following limitations shall be strictly





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observed by all SOG members, by the heads of all units/departments under the Office of the City Mayor, and by the Chief of the Bacoor City Police:

8.1. SOG members are not police officers and do not possess general arrest powers. Thus, they cannot make arbitrary arrests and can only apprehend persons they have personally seen to have committed, or is in the process of actually committing, a violation of the law, ordinance, or government regulation he/she is tasked to implement.

8.2. SOG members are only authorized to assist in the enforcement of city ordinances, laws, and government regulations. Thus, they cannot conduct custodial investigations, searches without warrants, or detain individuals.

8.3. SOG members must respect the Bill of Rights and must ensure that the constitutional rights of all individuals shall not be violated. Thus, they cannot intimidate, threaten, hurt, coerce, or act superior to any person because they are public servants and not masters of the people they have sworn to serve.

8.4. SOG members can only operate within the City of Bacoor, within the period when they were authorized to operate by the head of the unit/department they are assisting or by the Chief of the Bacoor City Police, and in accordance with the lawful instructions that were given to them. Thus, they cannot operate beyond the City of Bacoor, beyond the operational hours given to them, and beyond the written operational guidelines that were given to them by the head of the unit/department to which they have been temporarily assigned.

8.5. SOG members are only empowered to assist in the enforcement of ordinances, laws, and government regulations and are not authorized to create or impose penalties. Thus, they cannot require any person to perform any task as a punishment for violating any law, ordinance, or government regulation. Neither can they collect any amount from any person in the form of a fine for an alleged violation of any ordinance, law, or government regulation.

8.6. SOG members are subordinates of the City Administrator's Office, the head of the unit/department to which they have been assigned, or of the Bacoor City Police.





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City Mayor

Thus, they must report to the heads of the said units/departments or to the Chief of the Bacoor City Police whenever required to do so and they cannot act independently of the various instructions/commands given to them by the said government officials.

8.7. SOG members cannot disclose any information, data, or record related to any individual, business establishment, or institution they have come into contact with in the course of assisting in the implementation of a law, ordinance, or government regulation except if ordered to do otherwise by a competent court of law or if disclosing the said information, data, or record is part of their authorized duties.

Section 9. Authority to Grant Accident Insurance and Other Incentives to Volunteers. The City Mayor is hereby authorized to grant annual accident insurance to all registered SOG members and to give to them other types of incentives as may be authorized by law such as but not limited to a share in the amount of fine to be collected from a person who violated a city ordinance not exceeding 40% of the amount collected or the awarding of material assistance to a deserving SOG member subject to availability of funds.

Section 10. Implementing Rules and Regulations. The City Legal Officer shall, within sixty (60) days from the effectivity date of this Ordinance, submit the implementing rules and regulations of this legislation for the approval of the City Mayor.

Section 11. Separability. In case any provision of this Ordinance is declared void, the remaining provisions hereof not affected thereby shall remain valid.

Section 12. Repeal. Any ordinance, resolution, order, or any other local issuance inconsistent with the provisions of this Ordinance are hereby repealed or modified accordingly.

Section 13. Effectivity. This Ordinance shall become effective immediately after it has been posted in at least three (3) conspicuous places within the City of Bacoor, Cavite.

APPROVED on 2nd day of March 2026 at the City of Bacoor, Cavite.





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

Certified:

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

Attested:

[Signature]
ATTY. KHALID A. ATEGA JR.
Sangguniang Panlungsod Secretary

Approved:

[Signature]
HON. STRIKE B. REVILLA
City Mayor

Date of Approval: 04 MAR 2026

Attested by:

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

Certified by:

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City Vice Mayor/Presiding Officer

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