



Republic of the Philippines
Province of Romblon
MUNICIPALITY OF LOOC

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09150849897/09954642159

OFFICE OF THE SANGGUNIANG BAYAN

16 May 2024

ISMAEL S. OSORIO JR.
Vice Mayor/Presiding Officer

PERIANO R. BERNARDO
Majority Floor Leader
Chairman, Agriculture

MENCHIE M. GARACHICO
Chairman, Appropriation, Ways &
Means, and Rules

MICHAEL P. FRANCISCO
Chairman, Infrastructure,
Transportation & Communication

TEODULO G. TIROL, JR.
Chairman, Commerce, Labor, Market
& Slaughterhouse

ADRIAN C. GAYTANO
Chairman, Environment and National
Resources

JONATHAN T. GAYTANO
Chairman, Tourism, Trade & Industry,
Education, Games & Amusement

ROLANDO F. BAUTISTA
Chairman, Human Rights, Legal
Affairs, Police Matters, Public Order &
Safety, and Oversight

BENJAMIN FERNANDEZ JR.
Chairman, Games & Amusements,
PWD, Senior Citizens and Social
Services

JOSEFINA G. MORTEL
Liga ng mga Barangay President
Chairman, Barangay Affairs

JOHN KENNETH GARCIA
SK Federation President
Chairman, Youth & Sports
Development

REYAM A. REYES
Secretary to the Sanggunian

Mrs. NIÑA M. MANGARING -MINDO

Secretary to the Sanggunian
Sangguniang Panlalawigan
Romblon, Romblon

Attn: **The Honorable**
ARMANDO M. GUTIERREZ
Vice Governor/Presiding Officer

Sir/Madam:

Respectfully submitting the copies of Municipal Ordinances which was approved by Members of Legislative Council and Local Chief Executive during 89th Regular Session dated 10 May 2024 for your perusal and review to wit:

Municipal Ordinance No. 025-2024 – An Ordinance requiring all business establishments in the Municipality of Looc, Romblon to install video surveillance cameras or closed – circuit television and providing penalties for violations thereof and for other purposes.

Municipal Ordinance No. 026-2024 – Ordinance imposing rental and fixing the rates on the use of heavy and construction equipment owned by the Local Government Unit (LGU) of Looc, Romblon.

Municipal Ordinance No. 027-2024 – An Ordinance declaring March 19 of every year as a foundation day and a non – working holiday in the Municipality of Looc, Romblon.

Proper review and approval of the Members of Provincial Board are so much important, for proper implementation of the above-cited Ordinance.

Respectfully yours,

REYAM A. REYES
Secretary to the Sanggunian

Noted:

ISMAEL S. OSORIO JR.
Municipal Vice Mayor/
Presiding Officer

LOOKING FORWARD



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OFFICE OF THE SANGGUNIANG BAYAN

EXCERPTS FROM THE MINUTES OF THE 89TH REGULAR SESSION OF THE 2022 – 2025 SANGGUNIANG BAYAN OF LOOC, PROVINCE OF ROMBLON HELD AT MUNICIPAL SESSION HALL ON MAY 10, 2024.

PRESENT:

HON. PERIANO R. BERNARDO.....	Acting Municipal Vice Mayor Temporary Presiding Officer
HON. JONATHAN T. GAYTANO.....	SB Member
HON. ADRIAN C. GAYTANO.....	SB Member
HON. MENCHIE M. GARACHICO.....	SB Member
HON. TEODULO G. TIROL JR.....	SB Member
HON. ROLANDO F. BAUTISTA.....	SB Member
HON. MICHAEL P. FRANCISCO.....	SB Member
HON BENJAMIN F. GALINDEZ JR.	SB Member
HON. JOSEFINA G. MORTEL.....	LnB President
HON. JOHN KENNETH S. GARCIA.....	SK Federation President
HON. ISMAEL S. OSORIO, JR	Municipal Vice Mayor (On Official Travel)

ABSENT:

NONE

MUNICIPAL ORDINANCE NO. 025 - 2024

AN ORDINANCE REQUIRING ALL BUSINESS ESTABLISHMENTS IN THE MUNICIPALITY OF LOOC, ROMBLON TO INSTALL VIDEO SURVEILLANCE CAMERAS OR CLOSED – CIRCUIT TELEVISION AND PROVIDING PENALTIES FOR VIOLATIONS THEREOF AND FOR OTHER PURPOSES

Sponsor: Hon. Menchie M. Garachico

*Co – Sponsors: Hon. Periano R. Bernardo, Hon. Jonathan T. Gaytano, Hon. Adrian C. Gaytano,
Hon. Teodulo G. Tirol Jr., Hon. Rolando F. Bautista, Hon. Benjamin F. Galindez Jr.,
Hon. Michael P. Francisco, Hon. Josefina G. Mortel
& Hon. John Kenneth S. Garcia*

WHEREAS, Section 447 of the Local Government Code of 1991 provides that the Local Government Units may maintain peace and order by enacting measures to prevent and suppress lawlessness, disorder, riot, violence rebellion or sedition and impose penalties for violation thereof;

WHEREAS, the Municipality of Looc, Romblon, in active pursuit of programs and measures that endeavours to create an environment conducive to the advancement of local trade and commerce and considers business its indispensable partner in the promotion of progress and development;

WHEREAS, video surveillance cameras or Closed-Circuit Television (CCTV) can incidentally view behaviour that has cause or likely to cause danger or damage to any person or property and help in the identification of the perpetrators thereof and therefore can help avert criminalities;

WHREAS, CCTV has proven time and again in its usefulness in recounting details of criminalities and the identification of perpetrators, thus making incident and investigation reports speedy and thorough;

NOW THEREFORE, be it ordained by the Sangguniang Bayan of Looc, romblon in session assembled that:

SECTION I. TITLE. This Ordinance shall be known as " *The Close-Circuit Television (CCTV) Installation*".

SECTION II. DECLARATION OF POLICY – It is hereby declared the policy of the Municipal Government of Looc, Romblon to protect the security and well-being of its constituents from criminalities and lawlessness by enacting sound measures for the maintenance of peace and order within its jurisdiction.

It is also the policy of the Municipal Government of Looc, Romblon to ensure that the fundamental rights of an individual to privacy is not be unreasonably hampered or curtailed other than what is necessary for the protection of the welfare of the public in general.

In the enactment and implementation of this Ordinance, the Municipal Government of Looc, Romblon iterates and affirms its adherence and full respect for every individual's fundamental right to privacy by regulating the installation and use of Video Surveillance Camera or CCTV, ensuring that Feed Locations are limited to public spaces only and by the provision of proper safeguards against unauthorized viewing and/or disclosure of video recording made in accordance therewith.

SECTION III. DEFINITION OF TERMS - for the purpose of this Ordinance, the following terms shall mean:

- a) **Business Establishments** – refers to banks and their satellite offices, branches and Automated Teller Machines (ATM's), money changers, pawnshops, credit facilities and other lending and financial institutions, as well s gasoline stations and service shops, hotels, inns, lodging houses, homestays, restaurants, specialty stores and facilities, hospitals, computer shops, internet shops, bus terminals, dormitories and other high risk places, spaces or establishments as maybe identified.
- b) **Closed – Circuit Television (CCTV)** – refers to video surveillance cameras used to transmit visual information to a monitor/s.
- c) **Designated Security Personnel** – Police or civilian personnel authorized to operate or use particular CCTV camera/s.
- d) **Feeds** – are visual information or images transmitted by video surveillance cameras to the monitors.

- e) *Feed Locations* – areas that are recovered or viewed by video surveillance camera.
- f) *High Risk Areas* – refers to commercial/business establishments and other places and spaces with common business areas where there is greater degree of susceptibility to occurrence of accidents and criminalities because of the numerous financial, social or business interactions, or places and spaces where critical properties of the Municipality situated.
- g) *Monitors* – the screens or other devices on which feeds are viewed.
- h) *New Business Establishments* – refers to newly created trading or commercial concerns undergoing application for business permit or the license to operate prior to the effectivity of this Ordinance.
- i) *Old Establishments* – refer to existing business establishments that have duly secured current business permit or license to operate and are already operating at the time of the effectivity of this Ordinance.
- j) *Recycling* – refers to the process by which records or tapes of feeds or visual information may be erased through the overrun by another or new visual information.
- k) *Satellite Branches/ Offices* – refers to small extension offices of business concerns such that of banks or any financial institutions.
- l) *Homestays* – a house/building for housing number of persons for local or foreign tourist.

SECTION 4. SCOPE OF APPLICATION AND INSTALLATION OF VIDEO SURVEILLANCE CAMERAS

- a) All business establishments like specialty stores, facilities, restaurants, gasoline stations, airline offices, hospitals, hardware, grocery and dry goods, computer and cellphone shops, internet shops, homestays, resorts, and other high risks areas including industrial and manufacturing establishments.
- b) All educational establishments in the Municipality of Looc, Romblon whether public or private irrespective of their locations;
- c) All government facilities, buildings and high risk areas shall likewise install CCTV Camera in public buildings or places where the public frequently converge like markets, terminals, plazas or parks, main thoroughfares or entrance and exit points of the Municipality as may be recommended by the PNP Provincial Director.

SECTION V. GUIDELINES FOR THE INSTALLATION OF CCTV

All facilities required to install CCTV,s pursuant to the provision of this Ordinance shall install and operate closed circuit television camera which shall be maintained in proper working order at all times and based on the

recommendation of the public officers who shall conduct ocular inspection of the premises of the establishments.

SECTION VI. IMPLEMENTING OFFICE – The Business Permit and Licensing Office (BPLO) and the Looc Police Station are hereby tasked to assist each other in the implementation of this Ordinance.

- a) The Local PNP shall send duly authorized employees to inspect the premises of all business establishments covered by this Ordinance by order of the Municipal Mayor. Especially designed sticker shall be posted by the inspection team on the establishments that have complied herewith.
- b) An establishments found to be in violation hereof should be inspected again thirty (30) days after the date of the first inspection to determine if it has already complied herewith. An establishment that fails to comply during the second inspection shall be deemed to have already violated this Ordinance.
- c) Establishments that have already complied with this Ordinance shall be inspected twice every year without prior notice to ensure that the CCTV system is operational and well maintained.
- d) Establishments or facilities covered by this Ordinance shall be post signage on conspicuous places that is installed with CCTV.

SECTION VII. LIMITATION ON ITS USAGE – CCTV cameras, and all its feed, shall be solely used in specified instances set forth in this Ordinance, and use of CCTV camera's by such persons other than the owners and designated security personnel authorized to operate the same in any manner or location, or for any purposes, is expressly prohibited.

- a) **Law Enforcement and Crime Prevention** –CCTV cameras and any all Feeds, shall be used for the purpose of providing surveillance in the service of law enforcement and crime prevention within the Municipality where there is documented criminal activity.
- b) **Traffic Monitoring** - CCTV cameras and any all Feeds shall be used for the purpose of traffic monitoring but are not intended to include enforcement of traffic violations. Notwithstanding the foregoing, the Feeds from the CCTV cameras used for traffic monitoring may be used for lawful purpose in the event that such CCTV cameras, while being used for their primary function, incidentally view behaviour that has caused or is likely to cause danger to person or property.

SECTION VIII. PROHIBITIONS – The Feeds shall not be used for the following:

- a) **Broadcasting** – broadcast by any of the un authorized persons prescribed herein of any of the Feeds of any of its parts or records on or through any medium other than the monitors;
- b) **Viewing** – Feeds shall be viewed by any person/s other than those expressly authorized herein to view the record of the Feeds;
- c) **Transfer** – Feeds shall not be transferred to any third party, whether for profit or not;
- d) **Reproduction** – No person shall be allowed to copy any all parts of records of the Feeds.

SECTION IX. PRESERVATION OF FEEDS – Feeds shall be recorded or otherwise stored by owner or owners of institutions or establishments for future use for a period of not more than fifteen (15) days.

After fifteen (15) days, the records or tapes of the Feeds may be recycled or destroyed unless otherwise a proper request for a specific log of any given feed shall have been made as provided for in the preceding section. In such case the properly requested specific record/s of Feeds must be turned over, in its original and unadulterated form and substance, to the proper requesting authority.

SECTION X – PROPER REQUEST FOR FEEDS – Stored or preserved feeds shall be used at any time to satisfy the following:

- a) Any authorized subpoena or any written order of any court of competent jurisdiction, the Local PNP, the National Bureau of Investigation (NBI), Criminal Investigation and Detection Group (CIDG), the Philippine Drug Enforcement Agency (PDEA), or the Municipal Mayor.
- b) Any written request from the Chief officer of the investigating body or authority calculating the advent of criminality for proper disposition of crime investigation and report;
- c) Any written request from the duly constituted legislative body or assembly for purposes in aid of legislation.

SECTION XI. PENALTY CLAUSE –

a) On Section IV

- i. New business establishments (with capital of Five Hundred Thousand (Php 500,000.000 and above) shall not be given a business permit if it has not complied with this Ordinance;
- ii. Old business establishments (with capital of Five Hundred Thousand (Php 500,000.000 and above) shall not be given a renewal of their business permits if they have not complied with this Ordinance.

b) Any other violation on the provision set forth in this ordinance shall be punishable by:

First Offense - Fine of Two Thousand Hundred Pesos (Php 2,000.00)

Second Offense – Fine of Two Thousand Five Hundred Pesos (Php 2,500.00)

Third Offense – Revocation of Mayor's Permit

SECTION XII. FUNDING – Funding for business establishment shall be shoulder by business owner while public places under the MOOE of LGU Looc, Romblon.

SECTION XIII. REPEALING CAUSE – If any provision of this Ordinance found to be inconsistent with any law, other provisions or part/s thereof not so affected shall remain in full force and effect.

SECTION XIV. SEPARABILITY CLAUSE - All ordinances, Rules and Regulations or parts thereof, in conflict with, or contrary to, the Provisions of this Ordinance not so affected herewith is hereby repealed or modified accordingly.

SECTION XV. EFFECTIVITY CLAUSE – This Ordinance shall take effect upon approval, however Six (6) months grace period shall be given to an establishment to comply with the provisions of this Ordinance.

Approved: 10 May 2024/ 89th Regular Session.

CERTIFIED to the correctness of the aforesaid Ordinance.

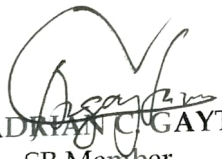
ENGR. REYAM A. REYES
Secretary to the Sanggunian

ATTESTED:


HON. PERIANO R. BERNARDO
Acting Municipal Vice Mayor &
Temporary Presiding Officer

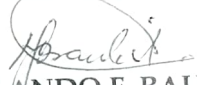
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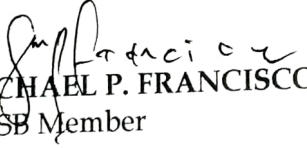

HON. JONATHAN T. GAYTANO
SB Member

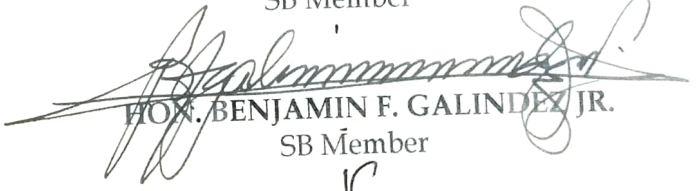

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HON. MENCHIE M. GARACHICO
SB Member/ Sponsor


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HON. ROLANDO F. BAUTISTA
SB Member

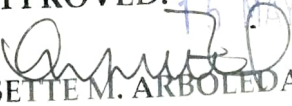

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LnB President


HON. JOHN KENNETH S. GARCIA
SK Federation President

APPROVED:


ATTY. LISETTE M. ARBOLEDA
Municipal Mayor