



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

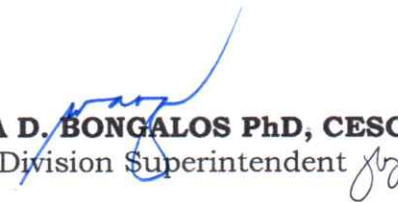
December 23, 2024

No. 886 , s. 2024

**DISSEMINATION OF CITY ORDINANCE NO. C-370, Series of 2024,
“MANDATING THE CONDUCT OF EARTHQUAKE DRILLS IN ALL PRIVATE AND
PUBLIC ESTABLISHMENTS WITH TWENTY OR MORE OCCUPANTS IN THE
CITY OF TAGBILARAN”**

TO: Assistant Schools Division Superintendent
Chief, CID and SGOD
All Public and Private Elementary and Secondary School Heads
All Others Concerned

1. Attached is City Ordinance No. C-370, Series of 2024, entitled **“MANDATING THE CONDUCT OF EARTHQUAKE DRILLS IN ALL PRIVATE AND PUBLIC ESTABLISHMENTS WITH TWENTY OR MORE OCCUPANTS IN THE CITY OF TAGBILARAN,”** along with the Implementing Rules and Regulations for your information and guidance.
2. Educational establishments, including schools, universities, colleges, academies, nursery schools, kindergartens, and child care facilities, are required to conduct earthquake drills quarterly (four times a year), with at least one drill being supervised by the Tagbilaran City Disaster Risk Reduction and Management Office (CDRRMO), and two drills simulating worst-case scenarios. The enforcement of this Ordinance will begin on January 2, 2025. Please refer to the attachments for further details.
3. For clarifications or questions, please contact Jericho L. Yarte at his mobile number 09190693606.
4. Immediate dissemination of this Memorandum to all concerned is desired.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent 



H. Zamora St., Dampas, Tagbilaran City, Bohol
(038)427-1702; (038)427-2506
tagbilarancity.division@deped.gov.ph



Province of Bohol
City Government of Tagbilaran

CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE

CDRRMO Operations Center, H. Zamora St., Dampas, Tagbilaran City
Hotline Tel. No. (038) 411-2222, Admin Tel. No. (038) 417-0212

December 16, 2024

DEPARTMENT OF EDUCATION
TAGBILARAN CITY SCHOOLS DIVISION

SDS OFFICE
RECEIVED

BY: _____ TIME: _____
DATE: 12/17/2024 CTR #: 12-165

DR. WILFREDA D. BONGALOS, PhD, CESO V
Schools Division Superintendent
Tagbilaran City Schools Division
Department of Education

DEC 17, 2024
Time: _____
[Handwritten signature]

Ma'am:

Greetings!

We would like to inform the Tagbilaran City Schools Division of the Department of Education that the City Disaster Risk Reduction and Management Office will begin implementing City Ordinance No. 370, series of 2024, otherwise known as "Mandating the Conduct of Earthquake Drills in All Private and Public Establishments with Twenty or More Occupants in the City of Tagbilaran." The enforcement of the said Ordinance will start on January 2, 2025. The details of its implementation are further stated in the Implementing Rules and Regulations of CO 370. For your perusal, we have attached copies of both CO 370 and the IRR.

The City Government of Tagbilaran, thru the CDRRMO, looks forward to your eager compliance of the Ordinance and the IRR. Schools that do not comply will be sanctioned with penalties in accordance to the Ordinance. The objective of which are to ensure that your school teachers, employees and students are oriented and trained on the proper actions to be taken in the event of an earthquake. Tagbilaran City is exposed to the earthquake hazard since there are four (4) active faults in Bohol, including an offshore fault. This deems it necessary to heighten the city's preparedness for such an event, considering that any major tremor coming from these faults can result to an Intensity 8 earthquake.

In this regard also, the CDRRMO requests that your division office disseminates this information to all public schools under your jurisdiction. We hope that the dissemination can be completed by January 2025 so the schools can provide us the schedules of their quarterly drills.

Respectfully yours,

GERARD M. LAVADIA
CGDH 1
City DRRM Officer

Received SecDD
12/20/2024
12:50 pm

(P. O No. 16-24)



Republic of the Philippines
Province of Bohol
City of Tagbilaran

THE FIFTEENTH SANGGUNIANG PANLUNGSOD

Office of the Sangguniang Panlungsod, Tagbilaran City Hall, 6300 Tagbilaran City Telephone Nos. (038) 412-2222 local 170

ORDINANCE NO. C-370
Series of 2024 *rd*

MANDATING THE CONDUCT OF EARTHQUAKE DRILLS IN ALL PRIVATE AND PUBLIC ESTABLISHMENTS WITH TWENTY OR MORE OCCUPANTS IN THE CITY OF TAGBILARAN

(Introduced and Sponsored by: Hon. Eliezer L. Borja, City Councilor)

EXPLANATORY NOTE

WHEREAS, pursuant to Republic Act No. 10121, otherwise known as the Philippine Disaster Risk Reduction and Management Act of 2010, which mandates local government units to facilitate and support risk assessment and contingency planning at the local level, the City Disaster Risk Reduction and Management Office formulated the city's comprehensive contingency plans for natural and manmade hazards, which were approved by the City Disaster Risk Reduction and Management Council and the Sangguniang Panlungsod;

WHEREAS, the Local Government Code of 1991 (Republic Act No. 7160) grants every local government unit the power and authority to promote the general welfare within its territorial jurisdiction including promotion of the health and safety of its constituents;

WHEREAS, the City Disaster Risk Reduction Management Council has also passed a resolution (CDRRMC Resolution No. 1, s. 2024) proposing to the Sangguniang Panlungsod that a mandatory earthquake drill ordinance be crafted and passed;

WHEREAS, the passage of an ordinance mandating the conduct of earthquake drill increases the preparedness of the public to respond to natural and man-made hazards;

NOW THEREFORE, Be It Ordained by the Fifteenth Sangguniang Panlungsod of the City of Tagbilaran in session duly assembled, that:

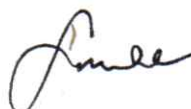
SECTION 1. TITLE. This Ordinance shall be known as the "Compulsory Earthquake Drill Ordinance of Tagbilaran City."

SECTION 2. DECLARATION OF POLICY. It is the policy of Tagbilaran City to prepare its constituents in appropriately responding to earthquake events, which includes training them to secure themselves during the earthquake and to evacuate buildings in a safe, swift and orderly manner, in order to achieve zero or very minimal casualties.

SECTION 3. COVERAGE. This Ordinance shall apply to all establishments within the territorial jurisdiction of Tagbilaran City with twenty (20) or more occupants and other establishments as defined under Section 4 (b).

SECTION 4. DEFINITION OF TERMS. The terms below shall have definitions as provided in this section, as used in this Ordinance. Other terms or words that are not provided with definitions below shall be given their customary meanings and shall be understood as such consistent with the purpose of the Ordinance:

- a. "Earthquake drill" refers to the practice and instruction concerning the proper conduct and evacuation of persons in the event of an earthquake.
- b. "Establishment" shall refer to a building or structure which can be classified to any of the following:
 1. **Assembly-** Assembly occupancies include, but are not limited to all buildings or portions of buildings used for gathering together of twenty (20) or more persons for such purposes as deliberation, worship, entertainment, eating, drinking, amusement, awaiting transportation, or similar uses.
Assembly occupancies include: theaters, assembly halls, auditorium, exhibition halls, museum, restaurants, drinking establishments, places of worship, libraries, internet shops with capacity of twenty (20) or more persons, dance halls, club rooms, gymnasiums, cockpit arenas, passenger stations and terminals of air, surface, and marine public transportation facilities, recreational facilities, piers, court-rooms, conference rooms, and mortuary chapels or funeral homes.
 2. **Educational Establishments-** Educational occupancies include all buildings or portions thereof used for the gathering of group of twenty (20) or more persons for purposes of instruction. Educational occupancies include: schools, universities, colleges, academies, nursery schools, kindergartens and child day care facilities.
 3. **Health Care establishments-** Health care facilities are those used for purposes of medical or other treatment or care of persons where such occupants are mostly incapable of self-preservation because of age, physical or mental disability, or because of age, security measures are not under the occupants' control. Health care facilities include hospitals, nursing homes, birth centers, and residential custodial care centers such as nurseries, homes for the aged and the like.
 4. **Residential –** Residential occupancies are those occupancies in which sleeping accommodations are provided for normal residential purposes and include hotels, motels, apartelles, pension houses inns, apartments, condominiums, dormitories, lodging or rooming houses; and one- and two-family dwellings, and the like.
 5. **Mercantile-** Mercantile occupancies include stores, markets, and other rooms, buildings or structures for the display and/or sale of merchandise. Mercantile occupancies include: malls, supermarkets, department stores, shopping centers, flea markets, public/private dry and wet markets, water refilling stations, drugstores, hardware/construction supplies, showrooms, and auction rooms.



6. Business- Business buildings are those used for the transaction of business other than that covered under Mercantile, for the keeping of accounts and records and similar purposes. Included in this occupancy group are: offices for lawyers, doctors, dentists and other professionals, general offices, internet shops, massage parlors, beauty parlors, barbershops.
7. Storage – Storage occupancy includes all buildings or structures utilized primarily for the storage or sheltering of goods, merchandise, products, vehicles, or animals. Included in this occupancy group are: warehouses, cold storages, freight terminals, truck and marine terminals, bulk oil storage, LPG storage, parking garages, grain elevators, barns, and stables.

SECTION 5. PROCEDURE.

- a. The earthquake drill is mandatory for buildings with twenty (20) or more occupants regardless of the building category and the number of storeys.
- b. Frequency and schedule of earthquake drills:
 1. School Establishments are required to have an earthquake drill quarterly (4x a year), with at least once being supervised by the Tagbilaran City Disaster Risk Reduction and Management Office (CDRRMO) and twice with simulation for worst-case scenarios.
 2. Health Care Establishments are required to have an earthquake drill 2x a year, with at least once being supervised by CDRRMO and twice with simulation for worst-case scenarios
 3. Other building categories may conduct earthquake drills once a year with simulation for worst-case scenarios and under the supervision of the CDRRMO.
- c. The earthquake drill shall include complete evacuation of all persons from the establishment, if necessary.
- d. Teachers, managers, owners, operators, and other authorized personnel shall be trained in assisting the students, occupants, and/or employees in times of evacuation.
- e. A record of all earthquake drills shall be kept, and persons in charge of the establishment shall file quarterly written reports with the Tagbilaran City Disaster Risk Reduction and Management Office (CDRRMO), indicating the time and date of each drill held.
- f. Earthquake with fire incident drills or exercises shall be conducted with the assistance of the Bureau of Fire Protection-Tagbilaran Fire Station.
- g. The CDRRMO shall issue the corresponding certificate that an earthquake drill has been conducted indicating the time and date of the same. The corresponding certificate expenditure shall be shouldered by the City Government of Tagbilaran.



SECTION 6. FUNCTIONS AND RESPONSIBILITIES OF THE TAGBILARAN CITY DISASTER RISK REDUCTION AND MANAGEMENT OFFICE. For purposes of this Ordinance, the CDRRMO is responsible in:

- a. Promulgating the implementing rules and regulations (IRR) for this Ordinance;
 - b. Inspecting and monitoring compliance of all places covered by this Ordinance;
 - c. Recommending penalties of non-compliant establishments taking into consideration the provisions of existing laws and the purpose of this Ordinance.
 - d. Recommending advocacy measures in relation to this Ordinance;
 - e. Recommending amendments or revisions of any provision of this Ordinance.
- Sixty (60) days after the effectivity of this Ordinance, the CDRRMO in coordination with the Business Permit and Licensing Office of the City Mayor's Office shall conduct an ocular inspection of all covered establishments in Tagbilaran City to determine compliance with the requirements of this Ordinance.

SECTION 7. PERSON(S) LIABLE. The following persons/individuals are liable under this Ordinance:

Owners, managers, administrators, operators, or school principals and other persons in charge or accountable officers of any establishment covered by this Ordinance who failed to conduct an earthquake drill and/or those who failed to fulfill the mandatory duties and obligations as defined in this Ordinance.

SECTION 8. PENALTIES. Owners, managers, administrators, operators, or school principals and other persons in charge or accountable officers of any establishment covered by this Ordinance therein who refuse to conduct and participate in the earthquake drills shall be punished with the following penalties:

- a. First Offense- A fine of P1,000.00
- b. Second Offense- A fine of P2,000.00
- c. Third and subsequent offenses- A fine of P3,000.00

For business entities or establishments:

- a. First Offense- A fine of P2,000.00
- b. Second Offense- A fine of P3,000.00
- c. Third and subsequent offenses- A fine of P5,000.00 and cancellation of Business Permit

Provided, that in case of juridical persons, the President or the General Manager shall likewise be liable.

The collected penalties shall inure to the benefit of the City Government of Tagbilaran.

SECTION 9. IMPLEMENTATION. The Tagbilaran City Disaster Risk Reduction and Management Office shall promulgate the Implementing Rules and Regulations of this Ordinance for its effective implementation.

SECTION 10. CITATION TICKETS. Violators of this Ordinance shall be informed of their violation and the penalty associated with such violation by means of a Citation Ticket System with the following guidelines:



- a. Official booklets of Citation Tickets shall be issued by the City Disaster Risk Reduction and Management Office to its duly authorized enforcers within ninety (90) calendar days after the effectivity of this Ordinance.
- b. Every December, after a review of its records on the earthquake drills conducted during the year, Citation Tickets shall be issued to the person/s liable for non-compliance of this Ordinance.
- c. A Citation Ticket shall contain the following information:
 - a. A checklist of the violations under the Ordinance;
 - b. The fines associated with each violation;
 - c. Due date for compliance with the obligations imposed by the ticket;
- d. When a ticket is issued to a violator, the violator shall go to the City Treasurer's Office, show the Citation Ticket, and pay the fine imposed within three (3) business days. Thereafter, he/she shall report to the City Disaster Risk Reduction and Management Office and provide it with a copy of the proof of fine payment or the receipt.
- e. The City Disaster Risk Reduction and Management Office shall keep a duplicate of all Citation Tickets issued to violators as well as other records of violators of this Ordinance.

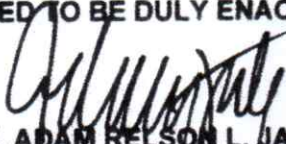
SECTION 11. REPEALING CLAUSE. All Ordinances contrary to or inconsistent with this Ordinance are hereby repealed or modified accordingly.

SECTION 12. SEPARABILITY CLAUSE. If any part or provision of this Ordinance is declared unconstitutional or invalid, the same shall not affect the validity and effectivity of other parts or portion thereof that remains valid.

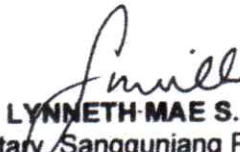
SECTION 13. EFFECTIVITY CLAUSE. This Ordinance shall take effect fifteen (15) days after its publication in a newspaper of general circulation and posting in at least two (2) conspicuous places in Tagbilaran City.

ENACTED, May 10, 2024.

CERTIFIED TO BE DULY ENACTED:


ATTY. ADAM RELSON L. JALA
City Vice Mayor
Presiding Officer

ATTESTED:


LYNNETH MAE S. IBBA
Secretary Sangguniang Panlungsod

APPROVED,

MAY 17 2024

(date)


JANE CENSORIA C. YAP
City Mayor

IMPLEMENTING RULES AND REGULATIONS OF TAGBILARAN CITY ORDINANCE NO. 370, SERIES OF 2024, KNOWN AS "MANDATING THE CONDUCT OR EARTHQUAKE DRILLS IN ALL PRIVATE AND PUBLIC ESTABLISHMENTS WITH TWENTY OR MORE OCCUPANTS IN THE CITY OF TAGBILARAN"

RULE 1 – GENERAL PROVISIONS

Section 1. Title - These Rules shall be known and cited as the Implementing Rules and Regulations of City Ordinance No.370, series of 2024 also known as the Mandatory Earthquake Drill Ordinance of 2024.

Section 2. Purpose – These Rules are hereby promulgated to prescribe the manner, procedures, and guidelines for the implementation of CO No. 370, to facilitate compliance and achieve its objectives.

Section 3. Declaration of Policy – It is the policy of Tagbilaran City to prepare its constituents in appropriately responding to earthquake events, which includes training them to secure themselves during an earthquake and evacuate buildings in a safe, swift, and orderly manner in order to achieve zero or minimal casualties.

Section 4. Scope of Application – This Rules shall apply to all establishments within the territorial jurisdiction of Tagbilaran City with twenty (20) or more occupants and other establishments as defined under Rule 2, Section 1b.

RULE 2 – DEFINITION OF TERMS

Section 1. – Whenever used in these Rules, the following shall refer to:

- a. "Earthquake drill" refers to the practice and instruction concerning the proper conduct and evacuation of persons in the event of an earthquake.
- b. "Establishment" shall refer to a building or structure which can be classified to any of the following:

1. Assembly- Assembly occupancies include, but are not limited to all buildings or portions of buildings used for gathering together of fifty (50) or more persons for such purposes as deliberation, worship, entertainment, eating, drinking, amusement. Awaiting transportation, or similar uses.

Assembly occupancies include: theaters, assembly halls, auditorium, exhibition halls, museum, restaurants, drinking establishments, places of worship, , libraries, internet shops of over 50 persons capacity, dance halls, club rooms, gymnasiums, cockpit arenas, passenger stations and terminals of air, surface, and marine public transportation facilities, recreational facilities, piers, court-rooms, conference rooms, and mortuary chapels or funeral homes.

2. Educational Establishments- Educational occupancies include all buildings or portions thereof used for the gathering of group of twenty (20) or more persons for purposes of instruction. Educational occupancies include: schools, universities, colleges, academies, nursery schools, kindergartens and child care facilities.
3. Health Care establishments- Health care facilities are those used for purposes of medical or other treatment or care of persons where such occupants are mostly incapable of self-preservation because of age, physical or mental disability, or because or because of age security measures not under the occupants' control. Health care facilities include hospitals, nursing homes, birth centers, and residential custodial care centers such as nurseries, homes for the aged and the like.

4. Residential – Residential occupancies are those occupancies in which sleeping accommodations are provided for normal residential purposes and include hotels, motels, apartelles, pension houses inns, apartments, condominiums, dormitories, lodging or rooming houses; and one- and two-family dwellings, and the like.
5. Mercantile- Mercantile occupancies include stores, markets, and other rooms, buildings or structures for the display and/or sale of merchandise. Mercantile occupancies include: malls, supermarkets, department stores, shopping centers, flea markets, public/private dry and wet markets, water refilling stations, drugstores, hardware/construction supplies, showrooms, and auction rooms.
6. Business- Business buildings are those used for the transaction of business other than that covered under Mercantile, for the keeping of accounts and records and similar purposes. Included in this occupancy group are: offices for lawyers, doctors, dentists and other professionals, general offices, internet shops, massage parlors, beauty parlors, barbershops.
7. Storage – Storage occupancy includes all buildings or structures utilized primarily for the storage or sheltering of goods, merchandise, products, vehicles, or animals. Included in this occupancy group are: warehouses, cold storages, freight terminals, truck and marine terminals, bulk oil storage, LPG storage, parking garages, grain elevators, barns, and stables.

RULE 3 – PROCEDURES

Section 1. - The earthquake drill is mandatory for buildings with twenty (20) or more occupants regardless of the building category and the number of storeys.

Section 2. Frequency and Schedules of Earthquake Drills

- a) School Establishments are required to have an earthquake drill quarterly (4x a year), preferably in time with the National Simultaneous Earthquake Drill, with at least once supervised by Tagbilaran City Disaster Risk Reduction and Management Office (CDRRMO) and twice with simulation for worst-case scenarios.
- b) Health Care Establishments are required to have an earthquake drill twice a year (once every six (6) months, with at least once supervised by CDRRMO and twice with simulation for worst-case scenarios
- c) Other building categories may conduct earthquake drills once a year with simulation for worst-case scenarios and under the supervision of the CDRRMO.
- d) The CDRRMO thru its Research and Planning Division shall keep a record of all school establishments, health care establishments, and other building categories in order to identify the target establishments for conducting the earthquake drill.
- e) With the list of establishments having 20 or more occupants, the CDRRMO Training Division shall notify all school administrators, building administrators, establishment managers and operators of the frequency of earthquake drills annually they need to comply with. The CDRRMO Training Division will also be responsible in keeping track of the schedules of earthquake drills as decided by the establishments.

Section 3. The Conduct of Earthquake Drills

- a) The basic earthquake drill that all establishments covered by CO No. 370 must conduct shall consist of the occupants performing the “duck, cover, and hold” and the total evacuation of the building. Basic earthquake drills may or may not be supervised and evaluated by the CDRRMO, depending on the schedule and their availability.
- b) In the conduct of earthquake drills with worst-case simulation exercises, search and rescue operations shall be simulated. The establishments that will conduct such earthquake drills shall plan this with the guidance of the CDRRMO Research and Planning Division. The actual drill shall be supervised and evaluated by the CDRRMO.
 - a. Prior to the conduct of the earthquake drill, an earthquake drill orientation shall be facilitated by the CDRRMO Training Division on the agreed schedule with the establishment. The orientation must be attended by the teachers, managers, owners, operators, and other authorized personnel who shall be trained in assisting the students, occupants, and/or employees in times of evacuation.
- c) After the earthquake drill orientation, the establishment must submit to the CDRRMO Research and Planning Division an evacuation plan and map, including the emergency exit routes and evacuation area, prior to the actual conduct of the drill.
- d) Earthquake with fire incident drills or exercises shall be conducted with the assistance of the Bureau of Fire Protection-Tagbilaran Fire Station.
- e) A record of all earthquake drills shall be kept, and the persons in charge of the:
 - a. School establishment shall file quarterly written reports with the Tagbilaran CDRRMO Training Division, indicating the time and date of each drill held.
 - b. Health care establishment shall file every six (6) months written reports with the Tagbilaran CDRRMO Training Division, indicating the time and date of each drill held.
 - c. Other building categories shall file every November written reports with the Tagbilaran CDRRMO Training Division, indicating the time and date of each drill held.
- f) The CDRRMO shall issue the corresponding certificate that an earthquake drill has been conducted indicating the time and date of the same. The corresponding certificate expenditure shall be shouldered by the City Government of Tagbilaran.

RULE 4 – RESPONSIBILITIES OF THE CDRRMO

Section 1. – The CDRRMO is responsible in the following:

- a) Promulgating the implementing the rules and regulations (IRR);
- b) Inspecting and monitoring compliance of all places covered by CO No. 370;
- c) Recommending penalties of non-compliant establishments taking into consideration the provisions of existing laws and the purpose of CO No. 370;
- d) Recommending advocacy measures in relation to CO No. 370;
- e) Recommend amendments or revisions of any provision of CO No. 370 sixty (60) days after the effectivity of this Ordinance, the CDRRMO in coordination with the Business Permit and Licensing Office of the City Mayor’s Office shall conduct an ocular inspection of all covered establishments in Tagbilaran City to determine compliance with the requirements of this Ordinance.

RULE 5 – PERSON(S) LIABLE

Section 1 - The following persons/individuals are liable under this Ordinance:

Owners, managers, administrators, operators, or school principals and other persons in charge or accountable officers of any establishment covered by CO No. 370 who failed to conduct an earthquake drill and/or those who failed to fulfill the mandatory duties and obligations as defined in CO No.370.

RULE 6 – PENALTIES

Section 1 - Owners, managers, administrators, operators, or school principals and other persons in charge or accountable officers of any establishment covered by this Ordinance therein who refuse to conduct and participate in the earthquake drills shall be punished with the following penalties:

- a. First Offense- A fine of P1,000.00
- b. Second Offense- A fine of P2,000.00
- c. Third and subsequent offenses- A fine of P3,000.00

For business entities or establishments

- a. First Offense- A fine of P2,000.00
- b. Second Offense- A fine of P3,000.00
- c. Third and subsequent offenses- A fine of P5,000.00 and cancellation of business permit

Provided, that in case of juridical persons, the President or the General Manager shall likewise be liable. The collected penalties shall inure to the benefit of the City Government of Tagbilaran City.

RULE 7– IMPLEMENTATION

Section 1 – Upon the promulgation of this IRR, the Ordinance CO 370 shall take effect. The CDRRMO shall coordinate with the Business Permit and Licensing Office for its implementation.

RULE 8– CITATION TICKETS

Section 1 - Violators of this Ordinance shall be informed of their violation and the penalty associated with such violation by means of a Citation Ticket System with the following guidelines:

- a) Official booklets of Citation Tickets shall be issued by the City Disaster Risk Reduction and Management Office to its duly authorized enforcers in the Administrative Division within ninety (90) calendar days after the effectivity of this Ordinance.
- b) Every December, after a review by the CDRRMO Training Division of its records on the earthquake drills conducted during the year, Citation Tickets shall be issued by the Administrative Division to the person/s liable for non-compliance of this Ordinance.
- c) A Citation Ticket shall contain the following information:
 1. A checklist of the violations under the Ordinance;
 2. The fines associated with each violation;
 3. Due date for compliance with the obligations imposed by the ticket;
- d) When a ticket is issued to a violator, the violator shall go to the City Treasurer's Office, show the Citation Ticket, and pay the fine imposed within three (3) business days. Thereafter, he/she shall report to the CDRRMO Administrative Division and provide it with a copy of the proof of fine payment or the receipt.
- e) The CDRRMO Administrative Division shall keep a duplicate of all Citation Tickets issued to violators as well as other records of violators of this Ordinance.

RULE 9 – REPEALING CLAUSE

Section 1 - All Ordinances contrary to or inconsistent with CO No.370 are hereby repealed or

RULE 10 – SEPARABILITY CLAUSE

Section 1 - If any part or provision of CO No. 370 is declared unconstitutional or invalid, the same shall not affect the validity and effectivity of other parts or portion thereof that remains valid.

RULE 11 – EFFECTIVITY CLAUSE

Section 1 - This Ordinance shall take effect fifteen (15) days after its publication in a newspaper of general circulation and posting in at least two (2) conspicuous places in Tagbilaran City