



Republic of the Philippines
 Province of Cavite
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
 Trece Martires City



EXCERPTS FROM THE MINUTES OF THE 24th REGULAR SESSION OF THE SANGGUNIANG PANLALAWIGAN OF CAVITE HELD ON DECEMBER 16, 2013 AT VICE GOVERNOR REVILLAS' RESIDENCE, BACOR CITY, CAVITE

PRESENT:

Hon. Ramon Jolo B. Revilla III	Vice Governor/Presiding Officer
Hon. Edralin G. Gawaran	Majority Floor Leader
Hon. Raul Rex D. Mangubat	Pro-Tempore
Hon. Ryan R. Enriquez	Board Member, 1 st District
Hon. Dino Carlo R. Chua	Board Member, 1 st District
Hon. Rolando S. Remulla	Board Member, 2 nd District
Hon. Amel M. Cantimbuhan	Board Member, 3 rd District
Hon. Larry Boy S. Nato	Board Member, 3 rd District
Hon. Teofilo B. Lara	Board Member, 4 th District
Hon. Marcos C. Amutan	Board Member, 5 th District
Hon. Ives Jayne A. Reyes	Board Member, 5 th District
Hon. Eileen R. Beratio	Board Member, 7 th District
Hon. Irene P. Bencito	Board Member, 7 th District
Hon. Felix A. Grepo	Board Member, 8 th District
Hon. Mark Joseph T. Mupas	CCL President

ABSENT:

Hon. Hermogenes C. Arayata III	Board Member, 6 th District
Hon. Conrado A. Viado	Liga ng mga Brgy. Prov'l. Chapter Interim President

PROVINCIAL ORDINANCE NO. 2013-049

AN ORDINANCE MANDATING THE INSTALLATION OF CLOSED CIRCUIT TELEVISION (CCTV) OR VIDEO SURVEILLANCE SYSTEM IN THE PREMISES OF PRIVATE COMMERCIAL ESTABLISHMENTS, BANKS AND OTHER FINANCIAL ENTITIES, OTHER LEARNING INSTITUTIONS AND PUBLIC PLACES AND PROVIDING PENALTIES FOR VIOLATION THEREOF

Sponsored by Hon. Amel M. Cantimbuhan

Co-Sponsored by: All SP Members

WHEREAS, Section 16 of the Local Government Code states that all Local Government Unit shall exercise the powers necessary and those which are essential to the promotion of the general welfare of its inhabitants;

WHEREAS, various incidents of burglary, kidnapping, robbery and killing incidents have been reported nationwide;

WHEREAS, these crimes that should be immediately addressed by the Provincial Government of Cavite;

WHEREAS, installation of closed circuit television (CCTV) or video surveillance system will be a tool in the early solution in identifying the perpetrators of crimes;

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]

[Handwritten signature]



Republic of the Philippines
Province of Cavite
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
Trece Martires City



Page 2: EXCERPTS, 24th Regular Session
Dec. 16, 2013 Provl. Ord. #2013-049

WHEREAS, the passage of this ordinance will help promote the safety of the public;

NOW THEREFORE, on motion of Hon. Arnel M. Cantimbulan, duly seconded by Hon. Edralin G. Gawaran and all the Members present, be it enacted by the Sangguniang Panlalawigan in session duly assembled that:

Section 1 – TITLE. This Ordinance shall be known and cited as the CCTV Installation Ordinance of the Province of Cavite 2013.

Section 2 – DECLARATION OF POLICY. It shall be declared that the Provincial Government of Cavite shall help to protect and promote the general welfare of its inhabitants and provide an initial solution in identifying the perpetrators of crimes by mandating the installation of closed circuit television or video surveillance cameras.

Section 3 – SCOPE – This Ordinance shall cover all business establishments, residential subdivisions (before and after construction) and public places within the Province of Cavite, thus, they shall not be allowed to operate without first installing and operating a CCTV security system within their premises.

Section 4 – DEFINITION OF TERMS.

1. Establishments - the place where a business is carried on, a public or private structure (business or governmental or educational) including buildings and equipment for business or residence.
2. Video Surveillance System – a digital surveillance system including cameras, cabling, monitor and digital video recorder (DVR's) that records in color with cameras and lens of a type, minimum resolutions, number and locations. This system must be capable of producing retrievable and identifiable images and video recordings on an approved media that can be enlarged through projection or other means, and can be made as a permanent record for use in a criminal investigation.
3. Feeds – refer to the visual information transmitted by the CCTV Cameras
4. Monitors – refer to the screen or other device on which the feeds are viewed
5. Delineating - to trace the shape or outline of; sketch

Section 5 – REGULATED ACTS-

1. All banks, department stores, shopping malls, secondary schools, colleges and universities, gasoline stations, money changers, pawnshops, lending institutions, convenience stores, money changers, internet cafes, bakeries, factories, private wet and dry market, apartment, resto bar, videoke bar, parking lots, hospitals, clinics and others stores and similar establishments are hereby required to install a Closed Circuit Television (CCTV) or video surveillance system.

Handwritten signatures and initials on the left margin:
 [Signature]
 [Signature]
 [Signature]
 [Signature]

Handwritten signatures and initials on the right margin:
 [Signature]
 [Signature]
 [Signature]
 [Signature]
 [Signature]
 [Signature]

Handwritten signature at the bottom center:
 [Signature]

Handwritten signature at the bottom right:
 [Signature]



Republic of the Philippines
 Province of Cavite
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
 Trece Martires City



Page 3: EXCERPTS, 24th Regular Session
Dec. 16, 2013 Prov'l. Ord.#2013-049

2. The city/municipal government and concerned national agencies shall likewise install Closed Circuit Television (CCTV) in public buildings or places like markets, terminals, plazas, parks, main thoroughfares or in the entrance and exit points of the city/municipality as maybe recommended by the Chief of police.
3. The video surveillance system shall be maintained in proper working order at all times and shall be in operation of the owner for 24 hrs., seven (7) days a week and shall meet the technological standards established in this Ordinance.
4. All banks, department stores, shopping malls, secondary schools, colleges and universities, gasoline stations, pawnshops, lending institutions, convenience stores, money changers, internet cafes, bakeries, factories, private wet and dry market, apartment, restobar, videoke bar, parking lots, hospitals, clinics and others stores and similar establishments and all city/municipal government and concerned national agencies shall retain the continuous digital images recorded by the system for no less than thirty (30) days for review and reference purposes. After 30 days, the feeds or recordings shall be preserved and stored for safekeeping for a period of not less than one (1) year and maybe disposed of at the lapse of such period at the option of the owner. The feeds or digital images recorded by such systems maybe presented when required by a court, police and other investigating bodies.
5. The CCTV or video or video surveillance system must be capable of delineating on playback of the system the activity and physical features of persons or areas within the premises and must be able to record such images.

For this purpose, it shall have at least met the following specifications:

- a. Have one dedicated channel for each camera in operation;
- b. Shall record at least 640 by 480 recording resolution level;
- c. Shall have the capacity to record at fifteen frames per second, per camera. For example, a system with 10 cameras would need to have a DVR capable of recording at least 150 frames per second;
- d. Shall have enough memory to retain data from all cameras for a period of thirty (30) days;
- e. Possess the ability to view and retrieve data while the system remains in operation;
- f. Possess the ability to produce DVD-R copy of desired data for evidence purposes on a format playable via Windows player to a standard DVD player;
- g. Possess the ability to time stamp and watermark the recorded images;
- h. Shall be placed in a locked and secured location to prevent destruction of tampering;

Handwritten signatures and initials on the left margin, including a large signature that appears to be 'Jung SCS'.

Handwritten signatures and initials on the right margin, including a large signature that appears to be 'Ramon'.

Handwritten signature at the bottom center of the page.



Republic of the Philippines
 Province of Cavite
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
 Trece Martires City



Page 4: EXCERPTS, 24th Regular Session
Dec. 16, 2013 Prov'l. Ord.#2013-049

CAMERAS:

- i. Shall operate with a minimum of 180 Total Vertical Lens (TVL) of resolutions;
- j. Shall have the ability to record color images during sufficient lighting and record in black and white during hours of low light;
- k. Each camera shall be matched to each specific application taking into consideration the distance to target image, compatibility with the amount of light available to include excessive amounts of sunlight and view angle of camera in relation to the area of a desired coverage;
- l. Each camera shall have a clear and unobstructed view of the area of desired coverage;
- m. Cameras shall be positioned to capture "Head and Shoulder" images at exits, entrance and points of locations;

POWER SUPPLY:

- n. Each system shall have a dedicated power source to prevent intentional or accidental deactivation and preferably provided with uninterrupted power supply.

Section 6 - SITE ASSESSMENT. The placement of cameras included in video surveillance systems required under this Ordinance shall be approved by the authorized inspection team of the City/Municipality which shall be composed of the following:

- a. City/Municipal Mayor or his/her representative
- b. City/Municipal Engineer or his/her representative
- c. City/Municipal Chairman of the Committee on Peace and Order and Public Safety
- d. City/Municipal Information Technology Office Head or his/her representative
- e. City/Municipal Association of Barangay Captain or his/her representative
- f. City/Municipal Business Permit Licensing Officer or his/her representative
- g. City/Municipal Chief of Police or his/her representative

Section 7 - DUTIES AND RESPONSIBILITIES OF THE INSPECTION TEAM, The Inspection Team is hereby mandated to undertake the following responsibilities, to wit:

- a. Determine and assess, through the recommendation of the Business Permit and Licensing Office;
- b. Determine that the CCTV system that shall be installed complies with the minimum technological standards as prescribed in this Ordinance;
- c. Conduct an assessment of each site required to install a video surveillance system prior to installation and upon approval will issue an approval notice which will be placed in two (2) conspicuous places inside the premises of the establishment or location;

Handwritten signature and initials on the left margin.

Handwritten signature and initials on the left margin.

Large handwritten signature and initials on the right margin.

Handwritten initials on the bottom left margin.

Handwritten signature at the bottom center.

Handwritten initials at the bottom right margin.



Republic of the Philippines
 Province of Cavite
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
 Trece Martires City



Page 5: EXCERPTS, 24th Regular Session
Dec. 16, 2013 Prov'l. Ord.#2013-048

- d. Recommend the exemption of an establishment for CCTV installation;
- e. Recommend the revocation and/or withholding of the business permit to operate;
- f. Issue a certificate that the establishment has complied with the provisions of this ordinance.

Section 8 – EXEMPTION- The Inspection Team may recommend for an exemption of an establishment or particular place if the team sees that the inability to comply is for justifiable rationale or substantially credible, provided that, alternative measures equal or more effective in preventing criminal activity and assisting apprehensions of perpetrators would be practiced by the said establishment or location.

Section 9 – ADMINISTRATIVE PROVISIONS.

1. The member of the inspection team shall conduct an assessment of each site required to install a video surveillance system prior to installation and upon approval of notice which will be placed on plain view inside the premises. This approval of notice will also inform the customers, employees, students or the public of the existence of the video surveillance system;
2. The placement of cameras included in video surveillance systems required under this Ordinance shall be approved by the member of the inspection team;
3. The video surveillance system shall be subject to regular inspection by the member of the inspection team to determine if the system continuously conforms with this Ordinance;
4. If a crime occurs, it shall be immediately reported to the Barangay and Police Community Precinct or Police Station and provide immediate access to the CCTV/video recording thereof;
5. It shall be unlawful for any person to allow the unauthorized or unofficial use of viewing of any saved video-recording and the unauthorized public identification of any person or client seen in the video. The same shall not be used to infringe with privacy of individuals, and those found in violation shall be prosecute for laws violating to privacy;
6. The feeds may be used at any time to satisfy the written order of any court of competent jurisdiction or any authorized subpoena;

Section 10- ACCESS TO RECORDINGS – If a crime takes place within the said establishment, place or setting, the owner/s, manager/s, or the person of superior authority shall be mandated to surrender the surveillance tape/s covering the period when the said crime took place or was committed to the Office of the City/Municipal Police that shall furnish an acknowledgement receipt the moment the said tapes are already received. PROVIDED that, any person who violates this Ordinance shall be charged by the Office of the Mayor with "Obstruction of Justice" as defined and penalized under the Presidential Decree No. 1829.

Handwritten notes on the left margin: "564" and "ACTS" with a signature.

Handwritten notes on the right margin: "Abante" and "For him" with a signature.

Handwritten signature at the bottom center.



Republic of the Philippines
 Province of Cavite
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
 Trece Martires City



Page 6: EXCERPTS, 24th Regular Session
Dec. 16, 2013 Prov'l. Ord.#2013-049

Section 9 – PENALTY CLAUSE:

- a. A fine of ONE THOUSAND PESOS (P1,000.00) for the first offense;
- b. A fine of TWO THOUSAND PESOS (P 2,000.00) for the second offense.
- c. A fine of THREE THOUSAND PESOS (P 3,000.00) for the third offense and in case the business enterprises, withholding or revocation of the business permit until such time that the Inspection Team issues a certification that the establishment has complied with all the provisions of this ordinance;

Section 10 – REPEALING CLAUSE – All ordinances, resolutions, executive issuances or rules and regulations or parts thereof, whose provisions are inconsistent with or contrary to the provisions of this Ordinance, are hereby deemed repealed, amended or modified accordingly.

Section 11 – APPLICABILITY CLAUSE – The provisions of existing ordinances, resolutions or executive orders dealing with related subject matter on animal welfare, which is contradictory with this Ordinance, are hereby adopted as an integral part of this Ordinance.

Section 12 – SEPARABILITY CLAUSE - If, for any reason, any section or provision of this Ordinance is held unconstitutional or invalid, the other sections or provisions hereof shall not be affected thereby.

Section 13 - EFFECTIVITY – This Ordinance shall take effect after its approval.

UNANIMOUSLY APPROVED.

I hereby certify to the correctness of the foregoing ordinance duly enacted by the Sangguniang Panlalawigan of Cavite during its 24th Regular Session on December 16, 2013.

Michelle R. Alcid
MICHELLE R. ALCID
 Provincial Board Secretary

[Signature]

- over -

[Handwritten signatures and initials on the left margin]

[Handwritten signatures and initials on the right margin]



Republic of the Philippines
Province of Cavite
OFFICE OF THE SANGGUNIANG PANLALAWIGAN
Trece Martires City



Page 7: EXCERPTS, 24th Regular Session
Dec. 16, 2013 Prov'l. Ord.#2013-049

EDRALIN G. GAWARAN
Majority Floor Leader

DINO CARLO R. CHUA
Provincial Board Member

ROLANDO S. REMULLA
Provincial Board Member

LARRY BOY S. NATO
Provincial Board Member

MARCOS C. AMUTAN
Provincial Board Member

HERMOGENES C. ARAYATA III (Absent)
Provincial Board Member

EILEEN R. BERATIO
Provincial Board Member

MARK JOSEPH T. MUPAS
CCL President

RAUL REX D. MANGUBAT
Pro-Tempore

RYAN R. ENRIQUEZ
Provincial Board Member

ARNEL M. CANTIMBUHAN
Provincial Board Member

TEOFILO B. LARA
Provincial Board Member

IVEY JAYNE A. REYES
Provincial Board Member

FELIX B. GREPO
Provincial Board Member

IRENE P. BENCITO
Provincial Board Member

CONRADO A. VIADO (Absent)
Liga ng mga Barangay Interim President

ATTESTED BY:

RAMON JOLO B. REVILLA III
Vice Governor/ Presiding Officer
Date Signed: 1-8-14

APPROVED:

JUANITO VICTOR C. REMULLA, JR.
Provincial Governor