

Item No.: 13

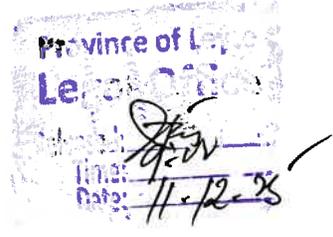
Date: 18 2025 NOV



Republic of the Philippines  
PROVINCE OF LEYTE  
Provincial Capitol  
Tacloban City

-oOo-

PROVINCIAL LEGAL OFFICE



**2<sup>nd</sup> INDORSEMENT**  
November 7, 2025

Respectfully returned to the Sangguniang Panlalawigan of Leyte, through the SP Secretary, the attached Ordinance No. 504-040825 of the Sangguniang Bayan of Palompon, Leyte.

**Issues/concerns for review/recommendation/legal opinion is/are as follows:**

- Ordinance No. 504-040825 entitled: **“The Palompon E-trike for hire franchising Ordinance.”**

**REVIEW/RECOMMENDATION/LEGAL OPINION:**

This office opines that the subject Ordinance is, in general, within the legislative authority of the Sangguniang Bayan under Sections 447(a)(3)(vi)<sup>1</sup> of the Local Government Code of 1991 (R.A 7160). Hence, we recommend for the declaration of its validity.

We hope to have assisted you with this request. Please note that the opinion rendered by this Office are based on the facts available and may vary or change when additional facts and documents are presented or changed. This opinion is likewise without prejudice to the opinions rendered by higher and competent authorities and/or the courts.

  
**ATTY. JOSE RAYMUND A. ACOL**  
*Provincial Legal Officer*

<sup>1</sup> (vi) Subject to the guidelines prescribed by the Department of Transportation and Communications, regulate the operation of tricycles and other vehicles and grant franchises for the operation thereof within the territorial jurisdiction of the municipality;

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Palo, Leyte  
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OFFICE OF THE SANGGUNIANG PANLALAWIGAN

1<sup>st</sup> Indorsement  
06 November 2025



The Provincial Legal Office is respectfully requested to review and submit recommendations on the herein enclosed **Municipal Ordinance No. 504-040825** of the Municipality of **Palompon, Leyte**, entitled: **An Ordinance regulating the operation and use of Electric Tricycles (E-Trikes) as a mode of public transportation within the Municipality of Palompon, Leyte and imposing penalties for violation thereof.**

  
**FLORINDA JILL S. UYVICO**  
Secretary to the Sanggunian



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Province of Leyte  
Municipality of Palompon  
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Sangguniang Panlalawigan  
Province of Leyte  
**RECEIVED**  
Date: NOV 06 2025  
By: \_\_\_\_\_

## Office of the Sangguniang Bayan

1<sup>st</sup> Endorsement  
October 30, 2025

**SECRETARY TO THE SANGGUNIANG PANLALAWIGAN**  
4<sup>th</sup> Floor, Provincial Government Complex  
Palo, Leyte

**Sir/Madam:**

Forwarding herewith copies of the **Municipal Ordinance No. 504-040825**, entitled **“AN ORDINANCE REGULATING THE OPERATION AND USE OF ELECTRIC TRICYCLES (E-TRIKES) AS A MODE OF PUBLIC TRANSPORTATION WITHIN THE MUNICIPALITY OF PALOMPON, LEYTE AND IMPOSING PENALTIES FOR VIOLATION THEREOF”** for review by the Sangguniang Panlalawigan.

  
**AIME D. MACAYAN**

Local Legislative Staff Employee I/  
Temporary Sangguniang Bayan Secretary

Enclosed:

1. Certification of Publication
2. Certification of Public Hearing
3. Committee Report
4. Minutes of the Public Hearing
5. Attendance



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 Province of Leyte  
 Municipality of Palompon  
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Sangguniang Panlalawigan  
 Province of Leyte  
**RECEIVED**  
 Date: NOV 06 2025  
 By: \_\_\_\_\_

*[Signature]*  
 VANESSA N. AVENIDO  
 SB Member

**OFFICE OF THE SANGGUNIANG BAYAN**

EXCERPTS FROM THE MINUTES OF THE 5<sup>TH</sup> REGULAR SESSION  
 OF THE SANGGUNIANG BAYAN OF PALOMPON, LEYTE HELD ON  
 AUGUST 4, 2025 AT THE SANGGUNIANG BAYAN SESSION HALL

PRESENT:

- Municipal Vice-Mayor Javes Keith R. de la Calzada (Presiding Officer)
- SB Member Burt Mari M. Bregaudit
- SB Member Edgar P. Pacaldo
- SB Member Vanessa N. Avenido
- SB Member Marivic E. Patalinghug
- SB Member Antonio R. Salazar
- SB Member Leonardo C. Quiamco, Jr.
- SB Member Edilberto R. Longcanaya
- Ex-Officio Member/Liga President Pablo B. Tan
- Ex-Officio Member/SK Fed. President Manuelene Laurette M. Tee

ABSENT:

- SB Member William O. Balasabas

**MUNICIPAL ORDINANCE NO. 504-040825**

**AN ORDINANCE REGULATING THE OPERATION AND USE OF ELECTRIC TRICYCLES (E-TRIKES) AS A MODE OF PUBLIC TRANSPORTATION WITHIN THE MUNICIPALITY OF PALOMPON, LEYTE AND IMPOSING PENALTIES FOR VIOLATION THEREOF**

BE IT ENACTED by the Members of the Sangguniang Bayan of Palompon, Leyte duly assembled:

**ARTICLE 1 – ORDINANCE POLICY AND OBJECTIVES**

**SECTION 1. TITLE.** - This Ordinance shall be known and referred to as the **“THE PALOMPON E-TRIKE FOR HIRE FRANCHISING ORDINANCE”**.

**SECTION 2. DECLARATION OF POLICY.** - In support to the standardized vision of the Philippine Urban Mobility Program, the use of light electric vehicle is encouraged to curve down environmental pollution and disastrous impacts of climate change. The Department of Transportation and Communications Office, through the Land Transportation Office (LTO), had issued Administrative Order No. 2021-039, which was later amended by Administrative Order VDM 2024-044, on the Guidelines in the Registration of Light Electric Vehicles (LEV) which requires plate numbers, insurance and registration of EMV's;

Pursuant to the provisions of Republic Act 7160, otherwise known as the Local Government Code of 1991, and in accordance with the guidelines prescribed by the Department of Transportation and Communication (DOTC) implementing the

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JAVES KEITH R. DE LA CALZADA  
 Municipal Vice-Mayor

MARY DOMINIQUE A. JONATE  
 Municipal Mayor

devolution of the franchising authority over tricycle for hire from the LTFRB to the local government unit, the Local Government has been empowered to do the following acts:

- a) To issue, amend, revise, renew, suspend or cancel Municipal Permit to Operate E-Trikes and prescribed appropriate terms and conditions therefore;
- b) Determine, fix or prescribed and periodically adjust fares for the service provided in a zone after public hearing;
- c) Prescribe and regulates zones of service in coordination with the barangay;
- d) Fix, impose and collect periodically review and adjust but not oftener than once every two (2) years, reasonable fees and other related charges in regulations of tricycle for hire;
- e) Establish and prescribe the conditions and qualification of service;

**SECTION 3. – DEFINITION OF TERMS.**

For the purpose of this ordinance, the following shall mean:

- 1. **Electric tricycle or E-Trike For Hire** - a three-wheeled electrically powered vehicle to travel relatively short and medium distances operated to render service to the general public for a fee; It shall have a maximum number of three (3) seating capacity.

The Technical Specification of all e-trikes shall be in compliance with the LTO Administrative Order no. 2021-039 classification on Category L4 and L5 with the additional requirements set by this ordinance as follows:

- Motor – 800W max
- Speed – 50kph max
- Battery – 72V max

- 2. **Driver** - a person duly registered/licensed by the Civil Security Traffic Management Unit of the Local Government Unit to drive the specified E-trike for hire.
- 3. **Operator** - refers to any individual, cooperative, corporation, or entity who owns, manages, or exercises control over the operation of an E-trike unit for public transportation within the Municipality of Palompon, whether or not he or she is also the driver. The operator is responsible for ensuring compliance with registration, safety parking and operational requirements as provided in this ordinance
- 4. **Dealer** - refers to a person or entity who engages himself/itself in the business of manufacturing and/or selling electric tricycles within the territorial jurisdiction of the Municipality of Palompon, Leyte, registered and accredited as such before the Municipal Treasurer's Office and/or Civil Security Traffic Management Unit.
- 5. **Charging stations** - refers to the established place where drivers or operator of e- trikes can re-charge their batteries for a fee.
- 6. **Permit fees** - are fees of a specified amount paid for by tricycle operators serving as common carrier every year as provided for in the Municipal Revenue Code of Palompon.

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Municipal Mayor

**ARTICLE II – RULES OF ENTRY**

Only Filipino citizens and partnership or corporation with 60% Filipino equity, are qualified to be operators of tricycle/s for hire. However, no Municipal Permit to Operate E-Trikes shall be granted unless the applicant is in possession of a certificate of registration issued by the Civil Security Unit- Traffic Management Section;

Furthermore, grantees of Municipal Permit to Operate E-Trikes must carry a common carrier's insurance sufficient to answer for any liability it may incur to passengers and third parties in case of accidents.

**ARTICLE III – FARES**

The fares shall be established at a level that will provide the operator a reasonable return, or profit, and still be affordable to the general public.

Until such time that Sangguniang Bayan shall prescribe otherwise, the official fare shall be in accordance with the following schedule rates:

**NEW TARIPA**

REGULAR FARE	STUDENT FARE (15% Discount)	SENIOR CITIZEN / PWD FARE (20% Discount)
Ten Pesos (P10)	Eight Point Five Pesos (P8.5)	Eight Pesos (P8)

The foregoing schedule of fare rates should be posted mandatorily in any part of the tricycle where said schedule can be easily seen by the passenger thereof. Failure to observe the requirement constitute a violation to this Ordinance thereby making the operator and/or driver of the tricycle liable to the penalty provided for in Article VIII – Final Provisions, Section 2 B of this Ordinance.

Furthermore, said schedule of fare rates shall be posted in three (3) conspicuous public places in the Town and shall be published once in a newspaper of general circulation in Palompon, Leyte.

**ARTICLE IV – OPERATING CONDITIONS**

1. For safety reasons, e-trikes must be at the outmost right lane of the highway. No e-trikes should operate on national highways utilized by four-wheeled vehicles greater than 4 tons and where normal speed exceeds 40 KPH;
2. E-trikes for hire will only be allowed to operate within the town proper of the Municipality of Palompon and must not go beyond the following boundaries:
  - a. Brgy. San Isidro National Road Crossing not going beyond San Isidro Social Center.
  - b. Brgy. San Isidro National Road, Road to Matag-ob and Diversion Road crossing near Mormons church area. E-trikes must not pass through the Matag-ob Road.
  - c. Brgy. Mazawalo, Brgy. Cantandoy and Brgy. San Miguel boundary located in Lantaw Area. E-trikes must not continue along the Road to Brgy. Cantandoy.

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SB Member

3. All electric tricycles for hire covered under this Ordinance shall conform to the following physical requirements:
  - a. *Color scheme* – all units must be painted with the official colors, the designated by the municipality as shown on the attached Annex I of this ordinance.
  - b. *Body design and dimensions* – E-trikes shall follow a uniform body structure or model type as approved by the appropriate municipal office.
  - c. *Municipal logo and identification number* – each unit must display the official logo of the Municipality and it's assigned notification number permanently on both sides in the front and rear of the vehicle.
  - d. *Reflectors and safety markings* – all units shall have standardized, safety markings and reflectors as determine by the office of Civil Security Traffic Management Unit.
  
4. Every operator or owner of registered E-trike used for public transportation shall be responsible for providing a designated parking or garage area for their units when not in operation or "at rest". Parking area shall be:
  - a. Located on private property or in a space not obstructing public roads, sidewalks, or government facilities.
  - b. Secure, accessible and compliant with local zoning and safety regulations.
  - c. Sufficient to accommodate the number of units under the operators responsibility.

No E-trike shall be left parked overnight or during the operational hours in public roads, sidewalks parks, or other public spaces. The Civil Security Traffic Management Unit and Barangay Officials and Tanods shall monitor compliance and report violation to the proper authorities. Operators found violating this provision shall be subject to appropriate legal action and penalties under this ordinance.
  
5. An operator wishing to stop service completely, or to suspend for more than one month, should report in writing such termination or suspension to the LGU Franchising Office, which office originally granted Municipal Permit to Operate E-Trikes. In the case of suspension, the operator shall file an application for storage and pay a minimum fee of Five Hundred Pesos (Php 500.00) per unit applied for storage.
  
6. The Municipal Permit to Operate E-Trikes shall be valid for two (2) years, renewable for the same period. Transfer to another zone, change of ownership of unit of transfer of Municipal Permit to Operate E-Trikes shall be construed as an amendment to a Municipal Permit to Operate E-Trikes and shall require appropriate approval of the Sangguniang Bayan.
  
7. Operators shall only employ drivers duly registered by the Civil Security Traffic Management Unit for e-trikes for hire;
  
8. No electric tricycles for hire should be allowed to carry more passengers and/or goods than it is originally designed for;
  
9. Tricycle operators must secure clearance from the Franchising Office before they bring their units outside their line of operations for personal or emergency cases only. Said clearance shall be valid up to three (3) days only from date of approved application.

  
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- Insurance company insuring electric tricycles for hire shall be accredited by the LGU Franchising Office and must have a branch office here in Palompon, Leyte and not an agency;

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### ARTICLE V – REQUIREMENTS FOR MUNICIPAL PERMIT TO OPERATE E-TRIKES

#### Section 1. Requirements for new applicant of Municipal Permit to Operate E-Trikes:

- Five (5) copies of verified application;
- Three (3) copies of Proof of Filipino Citizenship: (Any of the following: Birth Certificate, Voter's I.D., and Land Title; For judicial persons, SEC Certificate of Registration);
- Three (3) copies of the Official Receipt for the purchase of the electric vehicle and/or Affidavit of Ownership;
- Three (3) copies of Sketch of location of garage;
- Three (3) copies of the latest income tax return;
- One (1) copy of picture of the unit with the owner (front view only);
- Three (3) copies of clearance from the Social Security System as to compliance of SSS law. If however, the request for clearance is not issued within two (2) working days from the filling thereof with the SSS, the applicant is presumed cleared.
- Three (3) copies of Certificate of Cover evidencing the policy of insurance against both passengers and third party liability (TPL) for death or bodily harm.

#### Section 2. Renewal of License to Municipal Permit to Operate E-Trikes

- Three (3) copies of the Municipal Permit to Operate E-Trikes issued by the LGU;
- Three (3) copies of Proof of Payment of quarterly percentage tax for the preceding year;
- Three (3) copies of clearance from the Social Security System as to compliance of SSS law. If however, the request for clearance is not issued within forty-eight (48) hours from the filling thereof with the SSS, the applicants is presumed cleared;
- Three (3) copies of Certificate of Cover evidencing the policy of insurance against both passengers and third party liability (TPL) for death or bodily harm.

#### Section 3. Petition of Dropping and Substitution:

- Five (5) copies of verified petition;
- Three (3) copies of Certificate of Public Convenience, Motorcycle for Hire (MCH), Provisional Authority Decision, Municipal Permit to Operate E-Trikes, whichever is applicable;

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- (3) Three (3) copies of Official Receipt of returned plate;
- (4) Three (3) copies of Official Receipt for Payment of Annual Franchise fee or Supervision fee;
- (5) Three (3) copies of Proof of Ownership (Official Receipt or Affidavit of Ownership)

**Section 4. Petition to Register Unit in Lieu of Those Authorized:**

- (1) Five (5) copies of verified petition;
- (2) Three (3) copies of Official Receipt/ Certificate of Registration;
- (3) Three (3) copies of CPC, MCH, PA, Decision, Municipal Permit to Operate E-Trikes, whichever is applicable.

**Section 5. Petition for Amendment of Line:**

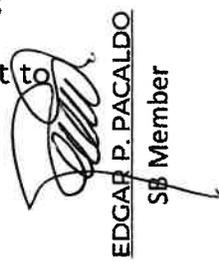
- (1) Five (5) copies of verified petition;
- (2) Three (3) copies of CPC, MCH, PA, Decision, Municipal Permit to Operate E-Trikes, whichever is applicable;
- (3) Three (3) copies of Proof of Ownership (Official Receipt or Affidavit of Ownership);
- (4) Three (3) copies of Proof of Payment of percentage taxes for the preceding taxes for the preceding year;
- (5) Three (3) copies of Official Receipt for Payment of Annual Franchise fee or Supervision fee.

**Section 6. Petition for Increase of Equipment or Units;**

- (1) Five (5) copies of verified petition;
- (2) Three (3) copies of CPC, MCH, PA, Decision, Municipal Permit to Operate E-Trikes, whichever is applicable;
- (3) Three (3) copies of Certificate of Registration and Official Receipt of existing unit/s;
- (4) Three (3) copies of Certificate of Registration and Official Receipt;
- (5) Three (3) copies of Official Receipt for Payment of Annual Franchise fee or Supervision fee;
- (6) Three (3) copies of proof of payment of quarterly percentage taxes for the preceding year;
- (7) Three (3) copies of the Certificate of Cover evidencing the policy of insurance against both passengers and third party liability (TPL) for death or bodily injuries.

  
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Section 7. Petition for approval of Sale and Transfer of CPC, MCH, PA, Decision or Computerized Municipal Permit to Operate E-Trikes, whichever is applicable with equipment:

- (1) Five (5) copies of Joint verified petition of vendor/grantee and vendee/petitioner;
- (2) Three (3) copies of Deed of Sale and Transfer;
- (3) Three (3) copies of CPC, MCH, PA, Decision, Municipal Permit to Operate E-Trikes, whichever is applicable;
- (4) Three (3) copies of Proof of Ownership (Official Receipt or Affidavit of Ownership);
- (5) Three (3) copies of proof of payment of quarterly percentage taxes for the preceding year;
- (6) Three (3) copies of Official Receipt for Payment of Annual Franchise fee or Supervision fee;
- (7) Three (3) copies of Clearance. If however, request for clearance is not issued within forty-eight (48) hours from the filling thereof with the SSS, the applicant is presumed cleared.

**ARTICLE VI – MUNICIPAL PERMIT TO OPERATE E-TRIKE AND OTHER FEES**

Section 1. Municipal Permit to Operate E-Trike. – A permit fee shall be imposed upon each applicant in the sum of One Thousand Pesos ( Php 1,000.00);

Section 2. Filling Fee - A filling fee of Fifty Pesos (Php 50.00) shall be collected from the applicant per electric tricycle unit;

Section 3. Fare Adjustment Fee for Fare Increase. – A filling fee for fare adjustment as to fare increase increases in the amount of Three Hundred (Php 300.00) Pesos shall be imposed upon payment of the franchise /provisional authority after the effect of any fare escalation per electric tricycle unit;

Section 4. Filling fee of Dropping Municipal Permit to Operate E-Trike. – A filling fee of dropping of franchise shall be imposed upon each grantee /holder in the amount of Five Hundred Pesos (Php 500.00) per electric tricycle unit;

Section 5. Supervision Fee. – An annual supervision fee in the amount of Fifty Pesos (Php. 50.00) shall be collected on or before the renewal of MPOE each year from the franchise grantee or holder per electric tricycle unit.

**ARTICLE VII – GRANT OF MUNICIPAL PERMIT TO OPERATE E-TRIKE**

After the filling of application for Municipal Permit to Operate E-Trike and the payment of the required fees, the application shall be processed by the Business Permits, Licensing and Franchising Office (BPLFO). Thereafter, the application shall be forwarded to the LGU Legal Officer for review and conduct of hearing of the application after which, the LGU Legal Officer shall recommend approval of the said Municipal Permit to Operate E-Trike application to the Sangguniang Bayan.

Upon approval of the Sangguniang Bayan, the Municipal Permit to Operate E-Trike shall be issued accordingly which shall be renewable every two (2) years. A corresponding license plate sticker will be issued to the registered owner. The

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franchise area for all registered public transport e-trikes will be limited to the town proper, as defined in Section 4 herein.

All existing public trisikad or potpot operators with duly issued CPC's shall not be phased-out and shall continue to operate within their usual routes.

The Sangguniang Bayan shall authorize and regulate the number of e-trikes to ply the municipality streets of Palompon up to a maximum of 300 units.

In case the national government requires mandatory registration of public transport e-trikes, the local registration system implemented by the Municipality through this ordinance, in so far as it is consistent with the policy of the Municipality, shall continue to be effective until sooner or later revoked or expired.

**ARTICLE VIII – MISCELLANEOUS PROVISIONS**

**Section 1. Driver's Qualification.** No person shall be allowed to drive an electric tricycle for hire, unless he possesses the following qualifications:

- a. He must be at least eighteen (18) years of age.
- b. He must be duly registered with the Civil Security Traffic Management Unit and must be a holder of a valid driver's ID card (license) issued by the department.
- c. He must be physically fit to drive the electric tricycle for hire. A medical certificate attesting to the driver's fitness must be submitted upon application.
- d. He must have attended a safety orientation seminar conducted by the Land Transportation Office (LTO). The seminar shall cover essential topics related to the safe compliance of traffic rules, safe operation, maintenance, and legal requirements of E-trikes. Proof of attendance to the seminar shall be submitted to the Civil Security Traffic Management Unit as a part of the registration process.
- e. He must observe proper hygiene at all times.

**Section 2. Issuance of Driver's ID Card.**

- a. Upon completion of all registration requirements, including attendance to the mandatory seminar conducted by the LTO, the primary designated driver of the electric tricycle shall be issued a Driver's ID card upon completing all requirements and fees stipulated in the Revenue Code.
- b. The drivers ID shall serve as the official Municipal License to Operate an E-trike within the territorial jurisdiction of Palompon.
- c. The Driver's ID shall contain the following details:
  - 1. Full name and photograph of the driver.
  - 2. E-trike plate and registration number.
  - 3. Date of issuance and validity period.
  - 4. Signature of the issuing authority.
  - 5. Signature of the primary designated driver.
- d. The driver is strictly prohibited from operating any Public Utility E-trike other than the unit registered and indicated on his driver's ID card.
- e. Any violation of this provision shall result in:
  - 1. Immediate confiscation of the driver's ID.
  - 2. Temporary suspension of driving privileges.
  - 3. Administrative fines as stated under the penalties section of this ordinance.
  - 4. Tampering, misuse, or falsification of the drivers ID shall be subject to appropriate legal action and penalties under this ordinance.

**Section 3. Dealer's Obligation.** All Dealers shall be duly registered and authorized to conduct business in the Philippines and shall apply and comply with the Business

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MARIVIC E. PATALINGHUG  
SB Member

ANTONIO R. SALAZAR  
SB Member

LEONARDO C. QUIAMCO, JR.  
SB Member

EDILBERTO R. LONGCANAYA  
SB Member

PABLO B. STAN  
SB Member

MANUEL ENRIQUETA  
SB Member

Permit requirements of the Municipality of Palompon. In addition, he/she must ensure the following:

- a. *Parts Availability.* As a necessary after-sale components to a successful E-trike project, the dealers shall make available within the municipal territorial jurisdiction such parts as may be needed for the continued and uninterrupted operation of e-trike in the municipality.
- b. *Charging Stations.* Being an important support system to the e-trike project, charging stations shall be established in strategic public places in the Municipality. No less than two (2) charging stations shall be required of the dealers to establish. In this regard, not all contemplated permits shall be issued.
- c. *Enforcement.* The Civil Security Traffic Management Unit shall see to it that the dealers' obligation as mentioned in Article VIII section 3 paragraphs (a) and (b) of this ordinance are complied.

Vanessa N. Avenido  
SB Member

William O. Balasabas  
SB Member

Edgar P. Pacaldo  
SB Member

Burt Mari M. Bregaudit  
SB Member

Aime B. Macayan  
LLSE I/ Temp. SB Secretary

Javes Keith R. de la Calzada  
Municipal Vice-Mayor

Mary Dominguez A. Onate  
Municipal Mayor

### ARTICLE IX – FINAL PROVISIONS

**Section 1. SPECIAL PERMITS – Provisional Authorities** and all permits issued by the Local Government unit shall remain valid until their expiry date. Operators, however, may choose to apply for a new Municipal Permit to Operate E-Trikes or an amendment of their existing Municipal Permit to Operate E-Trikes at an earlier date with the LGU Franchising Division.

#### Section 2. Penal Provision.

- a) *Municipal Permit to Operate E-Trikes which are not renewed upon expiry date* shall have a surcharge of twenty-five (25%) including such payment that shall have accrued thereon such as filling fees, fare adjustment and supervision fees.
- b) Operators and/or drivers who shall violate the approved schedule of fares as stipulated in Article III shall be imposed the following penalties:

**First Offense:** Two Hundred Philippine Pesos (Php 200.00); however, the offender may opt to pay a non-contestant Administrative Fine of One Hundred Pesos (Php 100.00)

**Second Offense:** Five Hundred Philippine Pesos (Php 500.00); however, the offender may opt to pay a no-contestant Administrative Fine of Two Hundred Fifty Pesos (Php 250.00)

**Third Offense:** One Thousand Philippine Pesos (Php 1,000.00); however, the offender may opt to pay a no-contestant Administrative Fine of Five Hundred Pesos (Php 500.00)

And if thereafter the said operator and/or driver commit the same violation a cancellation of its franchise shall be imposed and the operator shall not be permitted to apply for another franchise within the period of two (2) years.

- c) The following acts when performed while operating a electric tricycle-for-hire, are prohibited, and the violator thereof shall suffer the penalties herein below stated, to wit:

- 1. Refusal to accept an individual who desires to avail his services without any valid and compelling reason or reasons;

MARIVIC E. PATALINGHUG  
SB Member

ANTONIO R. SALAZAR  
SB Member

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SB Member

PABLO B. TAN  
SB Member

MANUELENE LORETTE M. TEE  
SB Member

2. Charging fare which is more than what is allowed under the official schedule of fares as approved by the Sangguniang Bayan of Palompon;

3. Operating beyond the boundaries as set forth in this ordinance;

4. Driver wearing SLEEVE-LESS shirt;

5. Driver under the influence of intoxicating substances;

6. Driver smoking while driving;

7. Driver wearing SLIPPERS;

8. OVERLOADING, not more than three (3) passengers are allowed;

9. Recidivist, violations to Operators and Drivers Association(s) policies, Traffic rules and regulations, and violations on this ordinance;

10. Non-wearing of electric tricycle drivers ID issued by the LGU Franchising Office and signed by the Municipal Mayor.

**PENALTIES**

- FIRST OFFENSE - Administrative Fine of Php 1,000.00
- SECOND OFFENSE - Administrative Fine of Php 1,500.00
- THIRD OFFENSE - Case shall be referred to the Sangguniang Bayan jurisdiction which, upon conviction, shall impose the penalty of FINE of not less than Php 2,000.00 but not more than Php 2,500.00, suspension, revocation and cancellation of Municipal Permit to Operate E-Trikes.

The Administrative Fine shall be paid immediately to the Office of the Municipal Treasurer of Palompon, Leyte, who shall issue the corresponding official receipt. If the violator fails to pay the ADMINISTRATIVE FINE, the case shall be referred to the Court of competent jurisdiction for disposal.

For the violations mentioned in this section, BOTH the OPERATOR and the DRIVER of the electric tricycles-for-hire shall be liable thereof.

**Section 3. Saving Clause.** – Subject to the provisions of the Local Government Code of 1991 (R.A. 7160) and consistent with any future congressional legislation and/or court decision, the LGU reserves the right to pass and/or enact legislation to enforce the real intentions of the code.

  
VANESSA N. AVENIDO  
SB Member

WILLIAM O. BALASABAS  
SB Member

EDGAR P. PACALDO  
SB Member

BUET MARI M. BRECAUDIT  
SB Member

AIME DE MACAYAN  
LLSE I/ Temp. SB Secretary

JAVES KEITH B. DELA CALZADA  
Municipal Vice-Mayor

MARY DOMINIQUE A. OÑATE  
Municipal Mayor

**Section 4. Separability Clause.** - If for any reasons, any part or provisions of this ordinance shall be held unconstitutional or invalid, the other parts or provisions hereof which are not affected, shall continue to be in full force effect.

**SECTION 5. – Effectivity.** This Ordinance shall take effect upon its approval and compliance of the necessary requirements set by law.

ENACTED: 04 August 2025

\*\*\*\*\*

I HEREBY CERTIFY to the correctness of the above-mentioned Municipal Ordinance.

  
**AIME S. MACAYAN**  
LLSE I/ Temporary SB Secretary

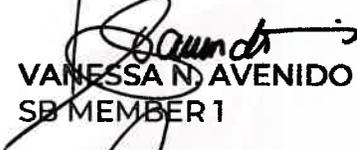
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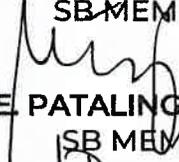
  
**JAVES KEITH R. DE LA CALZADA**  
Municipal Vice-Mayor / Presiding Officer

  
**BURT MARI M. BREGAUDIT**  
SB MEMBER 1

  
**EDGAR P. PACALDO**  
SB MEMBER 1

**WILLIAM O. BALASABAS**  
SB MEMBER 1

  
**VANESSA N. AVENIDO**  
SB MEMBER 1

  
**MARIVIC E. PATALINGHUG**  
SB MEMBER 1

**ANTONIO R. SALAZAR**  
SB MEMBER 1

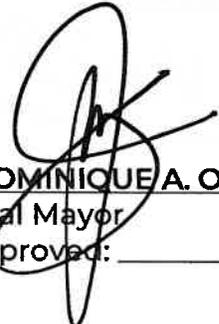
  
**LEONARDO C. QUIAMCO, JR.**  
SB MEMBER 1

  
**EDILBERTO R. LONGCANAYA**  
SB MEMBER 1

  
**PABLO B. TAN**  
Ex-Officio Member – Liga President

  
**MANUELENE LAURETTE M. TEE**  
Ex-Officio Member/SKFed. President

Approved:

  
**MARY DOMINIQUE A. OÑATE**  
Municipal Mayor  
Date Approved: \_\_\_\_\_

**ANNEX I**

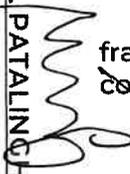
According to the Article IV of the ordinance entitled "The Palompon E-Trike for hire franchising ordinance," all electric tricycles for hire covered under this Ordinance shall conform to the following physical requirements as shown in the image below:

**FRONT VIEW**



**REAR VIEW**



  
MARIVIC E. PATALINGHUG  
SB Member

  
ANTONIO R. SALAZAR  
SB Member

  
LEONARDO C. QUIAMCO, JR.  
SB Member

  
EDILBERTO R. LONGCANAYA  
SB Member

  
PABLO B. TAN  
SB Member

  
MANUELENE LAURETTE M. TEE  
SB Member

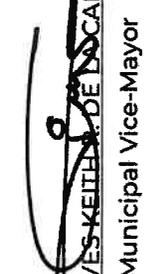
  
VANESSA N. AVENIDO  
SB Member

WILLIAM O. BALASABAS  
SB Member

  
EDGAR P. PACALDO  
SB Member

  
BUIRT MARI M. BREGAUDIT  
SB Member

  
AIME D. MACAYAN  
LLSE / Temp. SB Secretary

  
JAVES KEITH DE MACALZADA  
Municipal Vice-Mayor

  
MARY DOMINIC A. ONATE  
Municipal Mayor



Republic of the Philippines  
Province of Leyte  
Municipality of Palompon  
-oOo-

Office of the Sangguniang Bayan

### **CERTIFICATION OF PUBLICATION**

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that **Municipal Ordinance No. 504-040825**, entitled "**AN ORDINANCE REGULATING THE OPERATION AND USE OF ELECTRIC TRICYCLES (E-TRIKES) AS A MODE OF PUBLIC TRANSPORTATION WITHIN THE MUNICIPALITY OF PALOMPON, LEYTE AND IMPOSING PENALTIES FOR VIOLATION THEREOF**" was published and posted on October 5- 11, 2025 at the Municipal Bulletin Board, Public Market and Terminal Area, Palompon, Leyte and The Tacloban Star Vol. 37 NO. 41.

GIVEN this 13<sup>th</sup> day of October, 2025, Palompon, Leyte, Philippines.

**AIME D. MACAYAN**

Local Legislative Staff Employee I/  
Temporary Sangguniang Bayan Secretary



Republic of the Philippines  
Province of Leyte  
Municipality of Palompon  
-o0o-

Office of the Sangguniang Bayan

## COMMITTEE ON PUBLIC WORKS AND UTILIZATION

### CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that a Public Hearing on **Municipal Ordinance No. 504-040825**, entitled **"AN ORDINANCE REGULATING THE OPERATION AND USE OF ELECTRIC TRICYCLES (E-TRIKES) AS A MODE OF PUBLIC TRANSPORTATION WITHIN THE MUNICIPALITY OF PALOMPON, LEYTE AND IMPOSING PENALTIES FOR VIOLATION THEREOF"** was conducted on July 22, 2025 at the NGCP Hall, Palompon, Leyte.

GIVEN this 29<sup>th</sup> day of July, 2025, Palompon, Leyte, Philippines.

  
**LEONARDO C. QUIAMCO, JR.**  
Chairman, Committee on Public Works and Utilization





Republic of the Philippines  
Province of Leyte  
Municipality of Palompon

OFFICE OF THE SANGGUNIANG BAYAN

MINUTES OF THE PUBLIC HEARING HELD ON JULY 22, 2025 AT THE NGCPC HALL OF  
THIS MUNICIPALITY CONDUCTED BY THE COMMITTEE ON PUBLIC WORKS AND  
UTILIZATION

PRESENT:

Javes Keith R. de la Calzada	.....	Municipal Vice-Mayor
SB Member Leonardo C. Quiamco, Jr.	.....	Presiding Officer, Chairman, Comm on Public Works and Utilization
SB Member Burt Mari M. Bregaudit	.....	Member, Committee on Public Works and Utilization
SB Member Edgar P. Pacaldo	.....	Member, Committee on Public Works and Utilization
SB Member Edilberto R. Longcanaya	.....	Member, Committee on Public Works and Utilization

ALSO PRESENT:

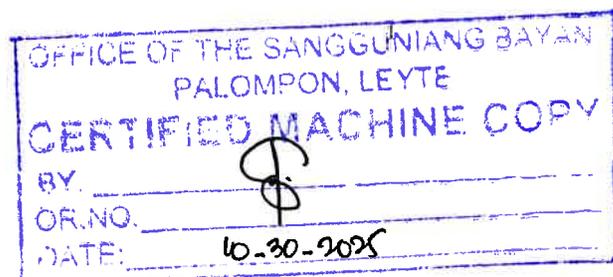
William O. Balasabas	.....	SB Member
Vanessa N. Avenido	.....	SB Member
Antonio R. Salazar	.....	SB Member
Marivic Patalinghug	.....	SB Member
Margarito A. Salaño	.....	Civil Security Officer (CSU)
PLT Achilles Amargo	.....	PNP
Jose A. Vallar	.....	LTO
Eden Enorasa	.....	Punong Barangay (Mazawalo)
Merlinda E. Pacilan	.....	Punong Barangay (Central III)
Joveniana G. Toledo	.....	Punong Barangay (Guiwan I)
Ernesto S. Lagrama	.....	Punong Barangay (Ipil III)
Edmundo M. Ramones	.....	Punong Barangay (Central I)
Rogelio N. Beltran	.....	Punong Barangay (Ipil II)
Nilo R. Jorda	.....	Punong Barangay (Ipil I)
Francisco B. Osmeña	.....	Punong Barangay (Cuiwan II)
Gilbert R. Pintoy	.....	Brgy. Kagawad (San Isidro)
Miraflor B. Ayensa	.....	Brgy. Secretary (Central II)
Reyvie M. Ruiz	.....	Shelbert Electric Vehicle Trading

The public hearing was called to order at exactly 9:11 A.M. It commenced with an opening prayer led by Mr. Dario Raymundo, followed by the singing of the National Anthem and Palompon Hymn by the sound system.

The Municipal Vice-Mayor, Javes Keith R. de la Calzada opened the public hearing by expressing his gratitude to all the visitors who took time to attend the Public Hearing. Afterwards, he then gave an overview and a brief insight of the discussion, which he explained, will be presided by Sangguniang Bayan Member Leonardo C. Quiamco, Jr., regarding the Municipal Draft Ordinance entitled, "AN ORDINANCE REGULATING THE OPERATION AND USE OF ELECTRIC TRICYCLES (E-TRIKES) AS A MODE OF PUBLIC TRANSPORTATION WITHIN THE MUNICIPALITY OF PALOMPON, AND IMPOSING PENALTIES FOR VIOLATIONS THEREOF."

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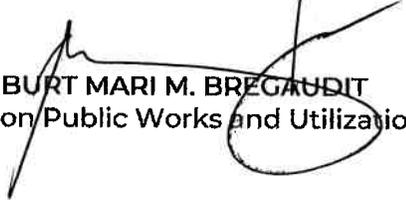
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SB MEMBER EDILBERTO R. LONGCANAYA  
Member, Comm. on Public Works and Utilization

  
SB MEMBER EDGAR P. PACALDO  
Member, Comm. on Public Works and Utilization

  
SB MEMBER BURT MARI M. BREGAUDIT  
Member, Comm. on Public Works and Utilization

I hereby CERTIFY to the correctness of the foregoing minutes of the Public Hearing.

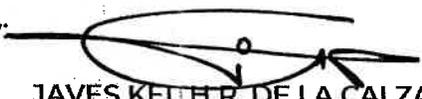
Prepared by:

  
AIME D. MACAYAN  
LLSE I/ Temporary SB Secretary

Attested and approved:

  
SB MEMBER LEONARDO C. QUIAMCO, JR.  
Chairman, Comm. on Public Works and Utilization

Noted by:

  
JAVES KEITH R. DE LA CALZADA  
Municipal Vice-Mayor

OFFICE OF THE SANGGUNIANG BAYAN	
PALOMPON, LEYTE	
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BY:	
OR. NO.	
DATE:	10-30-2005

**ATTENDANCE SHEET**

**PUBLIC HEARING (COMMITTEE ON PUBLIC WORKS AND UTILIZATION)**

Title: "AN ORDINANCE REGULATING THE OPERATION AND USE OF ELECTRIC TRICYCLES (E-TRIKES) AS A MODE OF PUBLIC TRANSPORTATION WITHIN THE MUNICIPALITY OF PALOMPON, AND IMPOSING PENALTIES FOR VIOLATIONS THEREOF"

Page \_\_\_\_ of \_\_\_\_

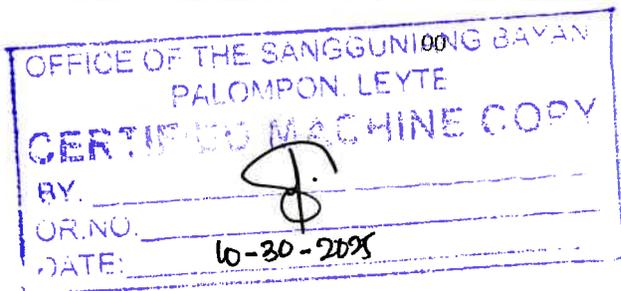
Venue: NGCP Hall

Date(s): July 22, 2025

#	Name	Department/Organization	Position	Contact No.	Signature
1	JAVES KEITH R. DE LA CALZADA.	SANGGUNIANG BAYAN	VICE-MAYOR		
2	LEONARDO C. QUIAMCO, JR.	SANGGUNIANG BAYAN	SB MEMBER		
3	BURT MARI M. BREGAUDIT	SANGGUNIANG BAYAN	SB MEMBER		
4	EDGAR P. PACALDO	SANGGUNIANG BAYAN	SB MEMBER		
5	EDILBERTO R. LONGCANAYA	SANGGUNIANG BAYAN	SB MEMBER		
6	WILLIAM O. BALASABAS	SANGGUNIANG BAYAN	SB MEMBER		
7	VANESSA N. AVENIDO	SANGGUNIANG BAYAN	SB MEMBER		
8	ANTONIO R. SALAZAR	SANGGUNIANG BAYAN	SB MEMBER		
9	MARIVIC E. PATALINGHUG	SANGGUNIANG BAYAN	SB MEMBER		
10	PABLO TAN	SANGGUNIANG BAYAN	SB MEMBER		
11	MANUELENE LAURETTE M. TEE	SANGGUNIANG BAYAN	SB MEMBER		
12	MARGARITO A. SALAZAR	Civil Security Unit	Security Officer	09171281521	
13	PLT RICHIE OLLANUO AMARGO, PMP		OCOP		
14	JESSE R. UVALLE	LTO	SUTPO	0915965874	
15	Eden Emoroka	KAZAVALO	BRGY. CAPT.		
16	MERWINDA B. PACILAN CENTRAL III		BRGY. CAPT.		
17	JUVENILDA G. Toledo	GUILVAN I	BRGY. CAPT.		
18	REYVIE M. RUZO				
19	ERNESTO S. LAGRAMA	IPIL II	BRGY. CAPT.		
20	EDMUND M. RAMOS	CENTRAL I	BRGY. CAPT.		

FM-SBD-05

06-01-18



**ATTENDANCE SHEET**

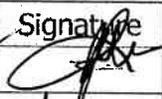
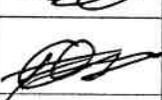
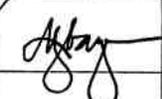
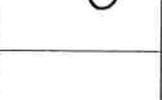
**PUBLIC HEARING (COMMITTEE ON PUBLIC WORKS AND UTILIZATION)**

Title: "AN ORDINANCE REGULATING THE OPERATION AND USE OF ELECTRIC TRICYCLES (E-TRIKES) AS A MODE OF PUBLIC TRANSPORTATION WITHIN THE MUNICIPALITY OF PALOMPON, AND IMPOSING PENALTIES FOR VIOLATIONS THEREOF"

Page \_\_\_\_ of \_\_\_\_

Venue: NGCP Hall

Date(s): July 22, 2025

#	Name	Department/Organization	Position	Contact No.	Signature
21	ROGELIO BELTRAN	LPIL II	BRGY. CAPT.		
22	XILD R. JORDAN	LPIL I	BRGY. CAPT.		
23	GILBERT D. PINTO	SAN ISIDRO	KAGAWAD		
24	FRANCISCO B. OSMEÑA	GUINYAN II	BRGY. CAPT.		
25	MMAPIRE B. ANGENA	CENTRAL II	BRGY. SEC.		
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PALOMPON, LEYTE  
**CERTIFIED MACHINE COPY**  
BY:   
OR. NO. \_\_\_\_\_  
DATE: 10-30-2025

06-01-18