



Republika ng Pilipinas
SANGGUNIANG PANLUNGSOD NG MARIKINA

ORDINANCE NO. 08
Series of 2024

ORDINANCE REQUIRING ALL BUSINESS ESTABLISHMENTS, ORGANIZATIONS, OR ENTREPRENEURIAL ENTITIES WITH LESS THAN FIFTY (50) BUT MORE THAN TEN (10) EMPLOYEES OR OCCUPANTS TO PARTICIPATE IN A FIRE SAFETY SEMINAR, CONDUCT FIRE AND EXIT DRILLS, AND ESTABLISH FIRE BRIGADES AMONG THEIR EMPLOYEES

Sponsored by:
Councilor SERAFIN Y. BERNARDINO
Vice Mayor MARION S. ANDRES, M.D.

WHEREAS, in order to ensure the safety of all individuals within business establishments, organizations, or entrepreneurial entities, it is mandatory for those with a workforce or occupancy ranging from ten (10) to fifty (50) individuals to partake in a comprehensive Fire Safety Seminar which will equip participants with the necessary knowledge and skills to effectively handle fire-related emergencies;

WHEREAS, these establishments are required to conduct regular Fire and Exit Drills, enabling employees to practice evacuation procedures and familiarize themselves with the designated emergency exits the purpose of which is to enhance their preparedness and ensure their swift and orderly evacuation in the event of an actual emergency;

WHEREAS, in order to further bolster safety measures, it is essential for these entities to establish Fire Brigades among their employees the composition of which are trained individuals who will act as first responders in the event of a fire outbreak and whose primary responsibility will be to initiate immediate action, such as extinguishing small fires, assisting with evacuations, and coordinating with emergency services;

NOW, THEREFORE, BE IT ORDAINED, AS IT IS HEREBY ORDAINED, by the SANGGUNIANG PANLUNGSOD of MARIKINA in session duly assembled, that:

SECTION 1. Short Title.- This Ordinance shall be known and cited as “*Fire Safety Seminar Ordinance of 2024.*”

SECTION 2. Objective.- The primary objective of this Ordinance is to enhance fire safety awareness and preparedness among small to medium-sized businesses by equipping their employees with the necessary knowledge and skills which can minimize the potential risks associated with fire incidents and ensure a swift and organized response in case of emergencies.

SECTION 3. Scope and Coverage.- This Ordinance shall cover and apply to all business establishments, organizations or enterprising entities having less than fifty (50) but more than ten (10) employees or occupants.

SECTION 4. *Mandatory Act.*- All business establishments, organizations or enterprising entities having less than fifty (50) but more than ten (10) employees or occupants shall be required to undergo a Fire Safety Seminar, conduct Fire and Exit Drill and organize Fire Brigades among the employees. The seminar will cover essential topics such as fire prevention, identification of potential hazards, proper handling of fire extinguishers, and emergency evacuation procedures.

In order to ensure the safety of all employees, it is mandatory for all business establishments, organizations or enterprising entities with ten (10) or fewer staff members to designate one (1) representative for every five (5) employees. Even if they have less than five (5) employees, they are still required to send at least one (1) representative to participate in a one (1) hour Fire Safety Seminar, to be organized by the Marikina City-Bureau of Fire Protection (BFP).

SECTION 5. *Rotation System among the Employees.*- In order to ensure that all employees working in the business establishments are covered by the fire safety program of the Bureau of Fire Protection (BFP), it is required that employees take turns attending the annual seminar. This seminar aims to refresh their knowledge and provide updates on important fire safety practices in the workplace.

SECTION 6. *Schedule of Seminars.*- The Fire Safety Seminar and the Fire and Exit Drill shall be conducted annually. Additionally, the organized Fire Brigade and its components must be established during this period.

SECTION 7. *Attendance at Seminar as a Prerequisite for Fire Safety Inspection Certificate (FSIC).*- In order to obtain a Fire Safety Inspection Certificate (FSIC) for the upcoming business year, it is mandatory for businesses with more than ten (10) but less than fifty (50) employees or occupants to participate in the Fire Safety Seminar, Fire and Exit Drill, and establish an Organized Fire Brigade. On the other hand, businesses with ten (10) or fewer employees or occupants are only required to send a representative to attend the Fire and Safety Seminar before they can obtain the FSIC for their Business Permit.

SECTION 8. *Payment of Seminar Fee.*- All employees of these establishments shall pay a seminar fee to the City Treasurer's Office. The minimum amount for this fee is Two Hundred Pesos (₱200.00) only for every establishment. However, public institutions including schools, churches, and charitable outreach homes are exempted from paying the aforementioned fee.

SECTION 9. *Conferment of Certificate of Completion.*- The Bureau of Fire Protection (BFP) will grant a Certificate of Completion to business establishments that have fulfilled the Fire Safety Seminar requirement outlined in this ordinance.

SECTION 10. *Encouraging Active Participation of Business Establishments.*- All business establishments operating within the jurisdiction of Marikina City are hereby encouraged to actively participate in the conduct of fire safety seminars within a grace period of three (3) months from the effective date of this ordinance, after which, non-compliance thereof shall result in penalties and/or sanctions as specified in Section 11.

SECTION 11. *Penalties.*- Any business establishment found to be non-compliant and in violation of this Ordinance, whether directly, indirectly, or vicariously, shall face the following penalties:

- a. First Offense- A fine of One Thousand Pesos (₱1,000.00)
- b. Second Offense- A fine of One Thousand Five Hundred Pesos (₱1,500.00)

- c. Third Offense- A fine of Two Thousand Five Hundred Pesos (₱2,500.00) and the business establishment may face closure. Additionally, the Mayor's/Business Permit of its principal shall be cancelled and revoked.

SECTION 12. Separability Clause.- If for any reason any portion or provision of this Ordinance is declared unconstitutional or invalid, the other section or provision hereof which are not affected thereby shall continue to be in full force and effect.

SECTION 13. Repealing Clause.- All ordinances, rules, orders, regulations or parts thereof which are inconsistent or contrary to this ordinance are hereby repealed.

SECTION 14. Effectivity Clause.- This Ordinance shall take effect immediately upon its approval.

UNANIMOUSLY APPROVED by the **CITY COUNCIL** of **MARIKINA** on the 21st day of February 2024.

I hereby certify to the passage of the foregoing Ordinance which was duly enacted by the 10th City Council of Marikina during its 8th Regular Session held on February 21, 2024.



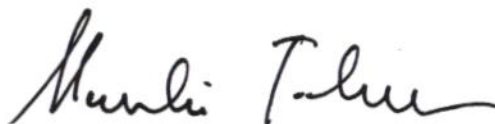
REGINALD B. TAMAYO
Acting Secretary to the Sanggunian

**ATTESTED & CERTIFIED
TO BE DULY APPROVED:**



SERAFIN Y. BERNARDINO
Acting Presiding Officer / President Pro-Tempore

Approved by the Honorable City Mayor on MAR 04 2024



MARCELINO R. TEODORO
City Mayor