



Republic of the Philippines
Department of Education
Region X
CAGAYAN DE ORO CITY DIVISION
Fr. William F. Masterson, S.J. Avenue,
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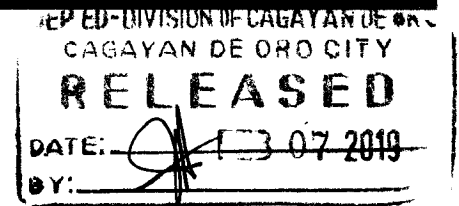


DIVISION ADVISORY

No. 24, s. 2019

February 6, 2019

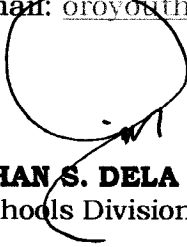
In compliance with DepEd Order (DO) No. 8 s. 2013
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ORO YOUTH ORGANIZATION REGISTRATION PROGRAM

With reference to City Ordinance 13369-2018 otherwise known as the Oro Youth Code, all school-based youth organization among the schools of this division are hereby encouraged to register on the said initiative which seeks to create network of youth organization in the city and inspire opportunities for collaboration.

The deadline of the local registration is on February 22, 2019. Enclosed is the *ORO YOUTH ORGANIZATION REGISTRATION PROGRAM Guidelines (v.2019-001)* for your guide. For queries, you can inquire at the Oro Youth Development Office, Oro Youth Center, Roof Deck JV Serina Building, City Hall Compound, Cagayan de Oro City, or call: (088) 857-4281 local 501, or email: oroyouthcon@gmail.com.


JONATHAN S. DELA PEÑA, Ph.D., CESO V
Schools Division Superintendent

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ORO YOUTH ORGANIZATION REGISTRATION PROGRAM

Guidelines (v.2019-001)

I. WHY SHOULD YOU LOCALLY REGISTER YOUR ORGANIZATION?

It is a declared policy of the City of Cagayan de Oro to promote and protect the physical, moral, spiritual, intellectual, cultural and social well-being of the Kagay-anon youth and to inculcate in them values of patriotism and nationalism and to encourage their involvement in public and civic affairs of the city.

It is vital to institutionalize youth participation in the local government recognizing the diversity of the youth sectors and towards this end, encourage them to actively participate and be involved in the crafting and monitoring of the policies of the city.

Article II Section 5 (d) of City Ordinance 13369-2018 otherwise known as the "Oro Youth Code" states that:

Local Registration of Youth Organization and Youth Serving Organization – all youth organizations and youth serving organizations, with a minimum of ten (10) members in good standing and which are operating in Cagayan de Oro City shall be registered in the Oro Youth Center.

II. WHAT ARE THE BENEFITS OF REGISTERING YOUR ORGANIZATION?

- Be part of a network of Kagay-anon young leaders across sectors
- An opportunity to collaborate with other youth organizations in Cagayan de Oro
- Access to trainings, resources and network with government agencies
- Ability to introduce, develop, and reform policies
- Amplify your youth organization's advocacy into a city-wide platform

III. DEFINITION OF TERMS

- a. **Youth** – shall refer to those persons whose ages range from fifteen (15) to thirty (30) years old as defined in Republic Act No. 8044
- b. Major Classifications:
 - **Youth Organizations** – shall refer to those organizations whose membership or composition are the youth



- **Youth-serving Organizations** - shall refer to those registered organizations whose principal programs, projects, and activities are youth-oriented and youth-related

c. Youth Organization Sub-Classifications:

- **In-School / School-based Youth Organization** shall refer to all youth of school age, presently enrolled with any educational, vocational institution, which include but not limited to the following school organizations (academic or non-academic), student government, fraternities and sororities
- **Community-based Youth Organization** shall refer to any youth organization whose majority of membership are youth residing in the particular barangay or contiguous area and whose advocacy centers on serving the youth in that particular area
- **Faith-based Youth Organization** shall refer to any youth organization organized under the rules and regulations of a religious institution and recognize as such
- **Consortium / Federation** shall refer to any youth organization or youth-serving organization whose members are at least two (2) youth organizations and youth-serving organizations which agreed to consolidate their efforts to pursue a common interest.

Other sub-classifications:

- **Out-of-School-Youth Organization** shall refer to all youth of school age, who are unable to avail of the formal school system or who have dropped out from formal elementary, secondary, tertiary or vocational education
- **Special Advocacy-Based Youth Organization** shall refer to any youth organization whose primary purpose is to serve youth with particular needs namely, youth with disabilities, youth in situations of armed conflict, victims of natural disaster and calamities, youth offenders, delinquent youth, LGBTQ youth, drug dependent youth, street youth, abused/exploited youth and abandoned/neglected youth among others
- **Faith-based Youth Organization** shall refer to any youth organization organized under the rules and regulations of a religious institution and recognize as such



- **Cultural Identity-based Youth Organization** shall refer to any youth organization whose primary purpose is to advance the cultural identity of the Moro and Indigenous peoples

IV. CHECKLIST OF REQUIREMENTS

- Accomplished Registration Form (Form A)
- Accomplished Directory of Officers and Advisers (Form B)
- Accomplished List of Members in Good Standing (Form C)
- Copy of Constitution and/or By-Laws (Sample Template A)
- Endorsement / Certification / Resolution from Appropriate Authority (Sample Template B or Sample Template C)
 - *In-School Youth Organization* - Certificate of Registration or Recognition from a competent authority supervising student affairs
 - *Community-based Youth Organization* - Certificate of Recognition or Resolution of Endorsement from the Barangay Council or Sangguniang Kabataan
 - *Faith-based Youth Organization* - Certificate of Registration or Recognition from any head/pastor of congregation or parish priest
 - *Consortium / Federation* - Certificate of Registration or Recognition issued by the secretariat/board
 - *Out-of-School Organization* - Certificate of Registration or Recognition from the City Social Welfare and Development Office
 - *Special Advocacy-based Organization* - Certificate of Registration or Recognition from the Board, Secretariat, Founder, or a competent authority / agency
 - *Cultural Identity-based Organization* - Certificate of Registration or Recognition from a competent authority or agency (ex. National Commission on Indigenous Peoples, Muslim Youth Affairs)
- Official Logo (High Resolution)

V. SUBMISSION OF REQUIREMENTS AND PROCESSING PERIOD

1. Official Forms and Templates can be downloaded from: <http://bit.ly/OroYouthREG>. Hard copies may also be claimed at the Oro Youth Center, Roof Deck, JV Serina Building, City Hall Compound, Cagayan de Oro.
2. **For online submission:** All requirements and attachments shall be submitted online in PDF format.
 - 2.1 Documents shall be sent via email at oroyouthcon@gmail.com with the subject heading "LOCAL REGISTRATION - NAME OF ORGANIZATION".
 - 2.2 The Oro Youth Development Office (OYDO) shall not be responsible for documents sent to the wrong email address.
3. **For offline submission:** All requirements and attachments shall be submitted and received by any staff at the Oro Youth Center.

Oro Youth Center, Roofdeck JV Serina Building, City Hall Compound, Cagayan de Oro City
Phone: (088) 857-4281 local 501 • Email: oroyouthcon@gmail.com



4. The OYDO shall review and verify the documents within two (2) weeks upon submission.
5. Once documents are complete, reviewed, and verified, the OYDO will release a Certificate of Local Registration valid for three (3) years. This will be claimed at the Oro Youth Center.

VI. INQUIRIES AND IMPORTANT REMINDERS

1. Please send all queries to oroyouthcon@gmail.com with the subject heading "QUERY: LOCAL REGISTRATION" or send us a message at www.facebook.com/oroyouth. You may opt to visit us too at the Oro Youth Center.
2. All locally registered youth organizations and youth-serving organizations are **required** to register in the National Youth Commission's Youth Organization Registration Program (YORP) via: <http://vorpnyc.org.ph/register.php>
3. All locally registered youth organizations and youth-serving organizations shall be included in the Oro Youth Development Office's database and shall be notified of the upcoming activities of the Oro Youth Development Council via SMS, Email, and/or Facebook.
4. All locally registered youth organizations and youth-serving organizations are **required** to submit an Annual Accomplishment Report via email at oroyouthcon@gmail.com with the subject heading "AR (YEAR) -NAME OF ORGANIZATION" or via the Oro Youth Center every December 15.
5. Non-submission of required documents shall be a ground for revocation of Certificate of Local Registration.