

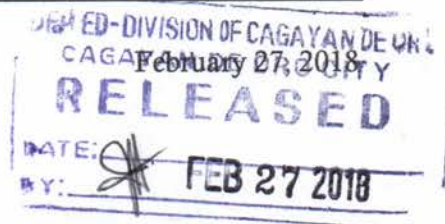


Republic of the Philippines
Department of Education
Region - X

DIVISION OF CAGAYAN DE ORO CITY



DIVISION MEMORANDUM
NO. 137, s. 2018



LOCAL REGISTRATION OF YOUTH ORGANIZATIONS AND YOUTH SERVING ORGANIZATIONS

To: School Heads, Private and Public Secondary Schools
School Heads, Private and Public Elementary Schools
All concerned
This Division

1. The **City Ordinance 13369-2018** otherwise known as the **Oro Youth Code** aims to institutionalize youth engagement in Cagayan de Oro City. Article II Section 5 (d) of the aforementioned ordinance 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."

2. In line with this, the field is hereby encouraged to register their Youth Organization and Youth Serving Organizations.

3. Attach is a letter from the Oro Youth Development Office with instructions regarding the registration.

4. Immediate dissemination and compliance of this Memorandum is enjoined.

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

Encls.: As stated

References:
None

To be indicated in the Perpetual Index
under the following subjects:

YOUTH ORGANIZATION

CITY ORDINANCE

ORO YOUTH CODE

SGOD/Jairus: DM: LOCAL REGISTRATION OF YOUTH ORGANIZATIONS AND YOUTH SERVING ORGANIZATIONS
0017/Feb 26





Republic of the Philippines
City of Cagayan de Oro
ORO YOUTH DEVELOPMENT OFFICE

**cagayan
de Oro**
city of golden friendship

February 20, 2018

MR. JONATHAN S. DELA PENA, PhD, CESO VI
Schools Division Superintendent
Department of Education – Division of Cagayan de Oro

Dear **Mr. Dela Pena**,

Greetings!

We hope this letter finds you in good spirits. **City Ordinance 13369-2018** otherwise known as the **Oro Youth Code** was recently enacted by the 18th City Council. This ordinance is a localization of the SK Reform Law which aims to institutionalize youth engagement in Cagayan de Oro.

Article II Section 5 (d) of the above-mentioned ordinance states that:

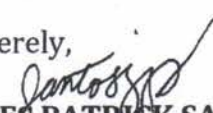
Local Registration of Youth Organization and Youth Serving Organization – all youth organizations and youth serving organizations, with a minimum of ten (10) members in good standing and which are operating in Cagayan de Oro City shall be registered in the Oro Youth Center.

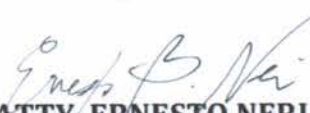
With this, we are reaching out to your good office to **encourage the organizations in your schools to register**. We hope to create a network of youth organizations in the city and inspire opportunities for collaboration through this initiative. This will also pave way for the registered youth / youth-serving organizations to access resources and network with government agencies; introduce, develop, and reform policies; and amplify their advocacy into a city-wide platform.

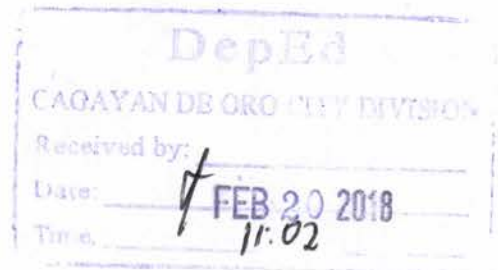
This local registration is online and paperless. Official forms and templates can be downloaded via <http://bit.ly/OroYouthREG>. We have also attached a copy of the Guidelines for your reference. For queries, please feel free to reach out via email at oroyouthcon@gmail.com or via Facebook: www.facebook.com/OroYouth.

We are hoping for your support and participation. Thank you very much!

Sincerely,


JAMES PATRICK SANTOS
Interim Oro Youth Development Officer


ATTY. ERNESTO NERI
Chairman, Oro Youth Development Council





ORO YOUTH ORGANIZATION REGISTRATION PROGRAM
Guidelines (v.2018-001)

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 Kagayanon 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 Kagayanon young leaders across sectors
- An opportunity to collaborate with other youth organizations in Cagayan de Oro
- Access to 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. **Youth Organizations** - shall refer to those organizations whose membership or composition are the youth
- c. **Youth-serving Organizations** - shall refer to those registered organizations whose principal programs, projects, and activities are youth-oriented and youth-related



d. Sectors:

- **In-School 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
- **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
- **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

IV. REQUIREMENTS

- Accomplished Registration Form (Form A)
- Accomplished Directory of Officers and Advisers (Form B)
- Copy of Constitution and/or By-Laws (Sample Template A) OR Copy of Vision, Mission, and Goals (Sample Template B)
- Endorsement / Certification / Resolution from Appropriate Authority (Sample Template C or Sample Template D)
 - *In-School Youth Organization* – Certificate of Registration or Recognition from a competent authority supervising student affairs
 - *Out-of-School Organization* – Certificate of Registration or Recognition from the City Social Welfare and Development Office



- *Faith-based Youth Organization* – Certificate of Registration or Recognition from any head/pastor of congregation or parish priest
- *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)
- *Community-based Youth Organization* – Certificate of Recognition or Resolution of Endorsement from the Barangay Council or Sangguniang Kabataan

V. SUBMISSION OF REQUIREMENTS AND PROCESSING PERIOD

1. Official Forms and Templates can be downloaded from:
<http://bit.ly/OroYouthREG>
2. All requirements and attachments shall be submitted online in PDF format.
3. Documents shall be sent via email at oroyouthcon@gmail.com with the subject heading "LOCAL REGISTRATION – NAME OF ORGANIZATION".
4. The Oro Youth Development Office (OYDO) shall not be responsible for documents sent to the wrong email address.
5. The OYDO shall review and verify the documents within two (2) weeks upon submission.
6. Once documents are complete, reviewed, and verified, the OYDO will email back a Certificate of Local Registration valid for three (3) years.

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
2. All locally registered youth organizations and youth-serving organizations shall be included in the OYDO's database and shall be notified of the upcoming activities of the OYDO via SMS, Email, and/or Facebook Group.
3. 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" every December 15.