



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JAN 30 2023

MEMORANDUM

CONDUCT OF MUNTINLUPA CARE CARD (MCC) CARAVAN

TO: OIC- Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Public Elementary & Secondary School Principals / OICs
Administrative Officer V

1. Attached is a letter from Ms. Yobeth M. Balane, Head of People's Coordinating Office dated January 20, 2023, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Please see the attached list of requirements for application.
3. Immediate, wide dissemination of, and compliance with this Memorandum is desired.


CARLEEN S. SEDILLA, CESO V
Schools Division Superintendent

Enclosure: As stated

Reference: None

To be indicated in the **Perpetual Index**
Under the following subjects:

EVENT SCHOOLS STUDENTS

MMP/NAV/DM – CONDUCT OF MUNTINLUPA CARE CARD (MCC) CARAVAN
032 /JANUARY 25, 2023

UN-2023-032



 Student Center for Life Skills Bldg., Centennial Ave, Brgy Tunasan,
Muntinlupa City
 (02) 8805 - 9935, (02) 8805 - 9940
 sdo.muntinlupa@gmail.com



032

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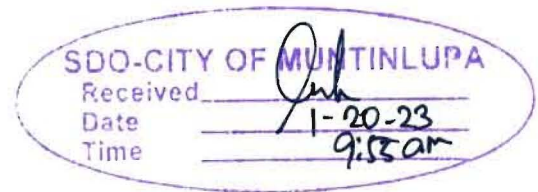
REPUBLIC OF THE PHILIPPINES
CITY GOVERNMENT OF MUNTINLUPA
People's Coordinating Office
4th Floor Annex Bldg., National Rd., Putatan, Muntinlupa City
Telephone No.: 862-25-25 Loc. 149



January 20, 2023

Ms. CARLEEN S. SEDILLA

Schools Division Superintendent
City of Muntinlupa



Dear Ms. Sedilla,

Pursuant to the 7K Agenda of the City of Muntinlupa with the objective of improving the over-all welfare of its constituents, and in line with the approved City Ordinance No. 19-038 establishing the Muntinlupa's Responsible-18 (R-18) Month in the City, may we respectfully request for your support in the conduct of Muntinlupa Care Card (MCC) Caravan in different high schools as part of the said celebration.

The activity aims to target Muntinlupa residents who are eighteen (18) years of age, or those who were born in 2005, for their application, renewal, replacement and claiming of pending MCC cards. It shall be held from February 13 - 23, 2023 in different schools with Junior and Senior high school students. While on the Event Day, which is on February 24, 2023, a booth shall be set up in the Muntinlupa Sports Complex for private schools learners and those non-residents but studying in Muntinlupa.

To be able to facilitate the process, please also find attached list of requirements in applying for a Muntinlupa Care Card.

Thank you very much and more power.

Very truly yours,

YOBETH M. BALANE
Head

REQUIREMENT:

YELLOW CARD:

- 18 years old
- Must be active registered voter in Muntinlupa City
- 1 Photocopy of valid id (with resident address within Muntinlupa City)
- 1 2x2 id picture white back ground.

Note:

If newly registered in comelec 1 photocopy of comelec stub.

SATELLITE REGISTRATION

**JANUARY 16-20
& JANUARY 23-31**

**SM CENTER
TUNASAN**

PLEASE NOTE THAT DURING
SATELLITE REGISTRATIONS, OUR
OFFICE AT SOUTH PARK CENTER
WILL BE CLOSED

