



Republic of the Philippines  
Department of Education

NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

JAN 22 2025

**MEMORANDUM**

**MUNTINLUPA ONLINE REGISTRATION PROGRAM FOR THE YOUTH (MORPY)**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
OIC-Chief Education Supervisor, School Governance and Operations Division  
Public and Private Secondary School Heads/OICs  
All Others Concerned

1. Attached is a letter from Ms. Cynthia B. Viacrusis, Head, Youth Affairs and Sports Development Office (YASDO), dated January 13, 2025, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Particular attention is invited to the third paragraph and the schedule of the MORPY Caravan 2025.
3. Moreover, the participation of public and private schools shall be subject to the no disruption of classes policy stipulated in DepEd Order No. 9, s. 2005 titled, Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.
4. Immediate and wide dissemination of this Memorandum is desired.

*Violeta M. Gonzales*  
**VIOLETA M. GONZALES**

Assistant Schools Division Superintendent  
Officer-In-Charge  
Office of the Schools Division Superintendent

Enclosure: As stated

References: None

To be indicated in the Perpetual Index

under the following subjects:

STUDENTS CARAVAN

KSJT / MUNTINLUPA ONLINE REGISTRATION PROGRAM FOR THE YOUTH (MORPY)

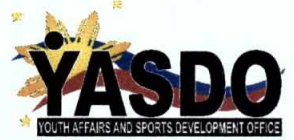
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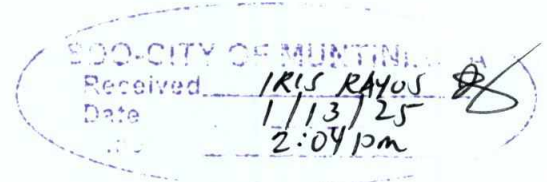


Republic of the Philippines  
**CITY GOVERNMENT OF MUNTINLUPA**  
**Youth Affairs and Sports Development Office**



Ref. No. YSD-Youth 2025-005

January 13, 2025



**VIOLETA GONZALES**  
Assistant Schools Division Superintendent  
Officer in Charge  
**OFFICE OF THE SCHOOL DIVISION SUPERINTENDENT**  
Muntinlupa City

Dear Ms. Gonzales:

Under **City Ordinance No. 2021-136**, establishing the **Muntinlupa Online Registration Program for the Youth (MORPY)** in the City Government of Muntinlupa which aims to further institutionalize the database system of the youth populace in the city and to enable the City Government of Muntinlupa along with Sangguniang Kabataan Federation, non-government agencies, and other National Government Agencies to easily determine the beneficiaries of youth programs.

The ordinance refers to all ages 15-30, which it defines as “youth” that belong to the following youth categories: in-school youth, out-of-school youth, working youth, special youth, young parents, and teenage couples.

To ensure the successful implementation of this program, we are humbly asking for your approval and support by issuing a **Division Office Memorandum** to Public and Private Senior High Schools, and Colleges for the registration of all students aged 15-30 years old.

Attached is a copy of the city ordinance and proposed schedule for your reference.

Thank you for your continuous and overwhelming support.

Respectfully yours,

  
**CYNTHIA B. VIACRUSIS**  
Department Head  
Youth Affairs and Sports Development Office

**LIST OF CONFIRMED SENIOR HIGH SCHOOLS AND COLLEGES FOR MORPY CARAVAN 2025**

<b>NAME OF SCHOOL</b>	<b>DATE SCHEDULE</b>	<b>SCHOOL HEAD</b>	<b>No. of students</b>
LAKWOOD SCHOOL OF ALABANG, INC.	FEB 18 9am	Darlene S. Palomares Principal	Depends on actual enrollee
MARANATHA CHRISTIAN ACADEMY OF ALABANG	Feb 24	Maria Divina P. Magbata Admin/Principal	200
OUR LADY OF THE LAKE SCHOOL, INC.	Feb-20	Dr. Jenifer a. Armedilla School Directress	200
SAINT FRANCIS OF ASSISSI COLLEGE ALABANG	Follow up for the schedule	Chato Villamayor Principal	Depends on actual enrollee
SAN ROQUE CATHOLIC SCHOOL	Feb-11 9am	Ms. Vivian dela Peña Principal	350
ST. BERNADETTE COLLEGE OF ALABANG	Feb 27 9am	Maria Ramona C. Gonzales Principal	200
INTERNATIONAL ELECTRONICS AND TECHNICAL INSTITUTE (IETI)	Feb 19 9am	Melvie B. Acedo School Directress	490
MUNTINLUPA COSMOPOLITAN SCHOOL	Feb 17 or 19	Victor C. Milar Principal	500
SUCAT SENIOR HIGH SCHOOL	Feb 12 9am	Dr. Jay Boy E. Evano Principal	600
INFORMATICS COLLEGE NORTHGATE, INC.	FEB 25 9am	Mary Grace A. Sumagaysay -School Directress cc. Mercy A. Evangelista – SHS Principal	Depends on actual enrollee



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ORDINANCE NO. 2020-136

AN ORDINANCE ESTABLISHING ONLINE REGISTRATION PROGRAM FOR YOUTHS (ORPY) IN THE CITY OF MUNTINLUPA, DEFINING ITS OBJECTIVES, FUNCTIONS, AND APPROPRIATE FUNDS THEREOF AND FOR OTHER PURPOSES

Sponsored by

- Hon. Coun. Kenichi D. Takagi, Jr.
- Hon. Coun. Atty. Raul R. Corro
- Hon. Coun. Alexson V. Diaz
- Hon. Coun. Paty Katy C. Boncayao
- Hon. Coun. Louisito A. Arciaga
- Hon. Coun. Allan Rey A. Camilon
- Hon. Coun. Ting Niefes
- Hon. Coun. Stephanie G. Teves-VIA ZOOM
- Hon. Coun. Ivey Rhia A. Tadea
- Hon. Coun. Marissa C. Rongavilla-via ZOOM
- Hon. Coun. Francis Ian T. Bagatsing
- Hon. Coun. Mark Lester M. Baes-via ZOOM
- Hon. Coun. Ma. Dhesiree G. Arevalo-via ZOOM
- Hon. Coun. Engr. Mamerto T. Sevilla, Jr.
- Hon. Coun. Engr. Arlene D. Hilapo
- Hon. Coun. Cornelio M. Martinez

**WHEREAS**, Article II, Section 13 of the Philippine Constitution provides that "*the State recognizes the vital of the youth in nation building and shall promote and protect their physical, moral, spiritual, intellectual, and social well-being. It shall inculcate in the youth patriotism, and nationalism, and encourage their involvement in public and civic affairs*"

**WHEREAS**, Republic Act No. 8044 otherwise known as the "Youth in Nation Building Act of 1995" creates the structures to implement a comprehensive and coordinated program for the youth and gives recognition to the youth's responsibility in fulfilling their vital role in nation-building.

**WHEREAS**, the City Government of Muntinlupa through Youth Affairs and Sports Development Office (YASDO) and Sangguniang Kabataan Federation (SKF) are continuously implementing programs in aligned with Philippine Youth Development Plan 2017-2022.

**WHEREAS**, pursuant to the Youth Organization Registration Program (YORP) of the National Youth Commission, the City Government of Muntinlupa see the need to have an intensive data base system of youth to further realize the development approaches for the city's youth constituents especially if they don't particularly belong to an organization registered in YORP.





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**WHEREAS**, it is vital to institutionalize youth participation in the local government and towards this end, to encourage them to actively participate and be involved in the crafting and monitoring of the policies of the city through the Online Registration Programs for Youths

**NOW THEREFOR, BE IT ENACTED, AS IT HEREBY ENACTED**, by 9<sup>th</sup> Sangguniang Panlungsod of Muntinlupa in Session assembled that

**SECTION 1. Short Title** – This Ordinance shall be known as an Ordinance Establishing the Online Registration System of Youths in the City of Muntinlupa through their respective Sangguniang Kabataan hereinafter referred to as the "Online Registration Program for Youths (ORPY)"

**SECTION 2. Objectives** – The Online Registration Program for Youth aims to further institutionalize the database system of youth populace in the city to enable the City Government of Muntinlupa along with the Sangguniang Kabataan Federation, Non-Government Organizations, and other National Government Agencies in the easy determined of participants and beneficiaries of youth programs

**SECTION 3. Definition of Terms** – For purposes of this Ordinance, these terms are defined as follows

a **Youth** - refers to those person's age ranges from fifteen (15) to thirty (30) years old as defined in Republic Act 8044. For purpose to targeted programming for the youth, the age disaggregation shall be considered

- 15-17 – child youth
- 18-24 – core youth
- 25-30 – adult youth

b **In-School Youth** – refers to all youth of school age attending either formal or non-formal educational, vocational institution, which include but not limited to the following school organizations (academic or non-academic), student government fraternities and sororities

c **Out-Of-School Youth** – refers to all youth of school age whether organized or not, who are unable to avail of the formal school's system or who have dropped out from formal elementary, secondary, tertiary or vocational education, (including those not employed or self-employed which are not enrolled)

d **Working Youth** – refers to all youth whose are rangers from 18-30 years who are either employed either on a regular or temporary basis whether in a formal or informal sector of the society

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- e **Special Youth** – refers to all youth with disabilities including youth offenders, delinquent youth, LGBTQ youth, drug dependent youth, street youth, abused/exploited youth and abandoned/neglected youth among others
- f **Young parent** – refers to any person aged between 13-17 years old who is expecting a baby or a child
- g **Teenage Couple** – refers to anyone still of school age which encompasses age 15-21 who are either married or having a sexual or romantic relationship and living together

**SECTION 4. Functions** – In order to ensure the successful implementation of the Online Registration Program for Youths, the following offices shall perform the functions enumerated below:

**A. Youth Affairs and Sports Development Office (YASDO)**

1. To encourage all youth ages 15-30 years old in the City of Muntinlupa whether members or non-member of any youth organizations to participate in the ORPY in their respective Barangays
2. To coordinate with the respective Sangguniang Barangay the implementation of the ORPY
3. To monitor local implementation on ORPY in the Barangays
4. Together with the SK Federation, to make use of the generated data in planning and crafting the Local Youth Development Plan (LYDP) and Annual Barangay Youth Investment Program (ABYIP) of the city and respective Barangays
5. To coordinate with any department, division, office, or any instrumentality of the City Government of Muntinlupa for such assistance as it may require in the performance of its functions

**B. Sangguniang Kabataan of each Barangay**

1. As the primary implementer of the ORPY, to approve and enact their respective SK Resolution adopting the program
2. To disseminate the information and encourage and ensure participation of youths in their respective territorial jurisdiction

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- 3 To facilitate registration of youths who has no means to access internet connection

**C. Management Information System (MIS)**

- 1 To generate and develop the Online Registration Form (ORF) in accordance with the Data Privacy Act and to secure its accessibility to the nine Barangays for the use of all youths in Muntinlupa City
- 2 To ensure that all data generated by the ORF is kept confidential and shall be used only for legitimate purposes
- 3 To develop and maintain a systematic database records and documentation of the ORPY
- 4 Being the repository of the data generated and collected to submit monthly updates/progress report to YASDO and/or CPDO of the status of the online registration upon implementation of the program

**D. City Planning and Development Office (CPDO)**

- 1 To ensure that all data necessary for this program is incorporated in the ORF
- 2 To provide for guidance in the collection of data for efficient and effective planning toll in the creation of the Local Youth Development Plan (LYDP).

**E. Public Information Office (PIO)**

- 1 To facilitate the dissemination of relevant information and promote the ORPY in social medial platform or any form whatsoever
- 2 In coordination with the Barangay Public Information Offices, to actively promote ORPY in their platform or any form whatsoever

**SECTION 5. Benefits** – Youths who will register in the program will be entitled to but not limited to the following perks and privileges (programs included in the Local Youth Development Plan of the City).

**a. Education**

- 1 Recommendation to Muntinlupa Scholarship Program of the City
- 2 Educational Assistance from SK
- 3 Free use of E-Library
- 4 Offline Educational Resource

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**b. Economic Empowerment**

1. Employment Referral to PESO
2. Online Livelihood Opportunities
3. Entrepreneurship Webinars

**c. Health**

1. Online Forum for Stress Management
2. Health Education and Counseling

**d. Youth Empowerment Programs**

1. Specialized Trainings and Seminars

**e. Sports Programs**

1. Sports Leagues
2. Distribution of Sports Materials

**f. Global Opportunities**

1. Recommendation to different Global Youth and Student Exchanges
2. Extending technical and financial assistance

**g. Youth Recognition**

1. Giving Barangay and local recognition to excellent youth and youth organization
2. Extend recommendation and assistance to national search

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*Signature*

*Signature*

**SECTION 6. Consequence for Non-Registration** – Those who will not comply will be less priority both in city Sangguniang Kabataan Programs

**SECTION 7. Formulation of Implementing Rules and Regulations** – The Youth Affairs and Sports Development Office (YASDO) shall primarily be responsible in the implementation of ORPY and shall formulate the Implementing Rules and Regulations for better implementation of this program.

**SECTION 8. Privacy Policy** – All personal information and sensitive personal information gathered, collected and processed under the Online Registration Program for Youth shall be in accordance with applicable laws and regulations on data privacy including the Philippine Data Privacy Act of 2012 and its Implementing Rules and Regulations

**SECTION 9. Confidentiality** – All information, whether or not constituting personal data, are generally protected as privileged communications, and shall be treated with utmost confidentiality, save when disclosures are permitted under certain conditions with local law, regulations and authorities

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**SECTION 10. Appropriations** – The Local Government Unit and respective Sangguniang Kabataan shall incorporate in its annual budget such amount as may be necessary for the operations and implementations of the program

**SECTION 11. Separability Clause** – If any provisions of this Ordinance is declared invalid or unconstitutional, the remaining provisions not affected thereby shall continue in full force and effect

**SECTION 12. Repealing Clause** – All ordinances, local issuances, or rules inconsistent with the provision of this Ordinance are hereby repealed or modified accordingly.

**SECTION 13. Effectivity Clause** – This Ordinance shall immediately take effect upon approval and in accordance with law

ENACTED, by the 9<sup>th</sup> Sangguniang Panlungsod of Muntinlupa this 21<sup>st</sup> day of September 2020, on its 63<sup>rd</sup> Regular Session

CONCURRED:

DISTRICT 1:

COUN. ATTY. RAUL R. CORRO  
Member

COUN. ALEXSON V. DIAZ  
Member

COUN. PATTY KATY C. BONCAYAO  
Member

COUN. LOUISITO A. ARCIAGA  
Member

COUN. ALLAN REY A. CAMILON  
Member

COUN. TING NIEFES  
Member

COUN. STEPHANIE G. TEVES  
Member

COUN. IVEE RHIA A. TADEFA  
Member

DISTRICT 2:

COUN. ENGR. MARISSA C. RONGAVILLA  
Member

COUN. FRANCIS IAN T. BAGATSING  
Member

COUN. MARK LESTER M. BAES  
Member





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COUN. MA. DHESIREE G. AREVALO  
Member

COUN. ENGR. MIMERTO T. SEVILLA, JR.  
Member

COUN. ENGR. ARLENE D. HILAPO  
Member

COUN. CORNELIO M. MARTINEZ  
Member

(ABSENT)  
COUN. WALTER A. ARCILLA  
President  
Sectoral Representative  
Association of Barangay Chairman

COUN. KENICHI D. TAKAGI, JR.  
President  
Sectoral Representative  
Federation of Sangguniang Kabataan

I HEREBY CERTIFY, as to the correctness of the foregoing Ordinance.

CECILIA O. LAZARTE  
Secretary to the Sanggunian

ATTESTED:

ARTEMIO A. SIMUNDAC  
City Vice-Mayor/Presiding Officer

APPROVED:

ATTY. JAIME R. FRESNEDI  
City Mayor

Date 30 SEP 2020

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