



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JULY 1, 2025

MEMORANDUM

No. 307 s.2025

PARTICIPATION TO THE 2025 BOYS AND GIRLS WEEK CELEBRATION

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

1. Attached is a letter from Ms. Cynthia Viacrusis, Head-Youth Affairs and Sports Development Office (YASDO), dated June 25, 2025, on the above mentioned title, contents of which are self-explanatory, for information and appropriate action.
2. Particular attention is invited to the following enclosures:
 - a. Boys and Girls Celebration Guidelines
 - b. Schedule of activities
 - c. Confirmation form
 - d. Consent form
3. For immediate dissemination and strict compliance


VIOLETA M. GONZALES
Asst. Schools Division Superintendent
Officer In-charge
Office of the Schools Division Superintendent

Encl:
Reference: none
To be indicated in the Perpetual Index
under the following subjects:

GUIDANCE TEACHERS/DESIGNATES

LEARNER RIGHTS AND
PROTECTION

lbp/ Participation to the 2025 Boys and Girls Week Celebration
307/June 27, 2025

NUM-2025-307



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





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



Ref No. YSD-Adm 2025-0028
June 25, 2025

VIOLETA GONZALES
Assistant Schools Division Superintendent
Officer in charge
Office of the Schools Division Superintendent
Muntinlupa City

Received by:
IRIS M. RAYOS
SDO-Muntinlupa (Records Unit)
6/26/25 3:47pm

Dear Mayor Biazon:

Pursuant to the Republic Act 10661 otherwise known as National Children’s Month Act of 2015, declaring the month of November as National Children’s Month. As part of the celebration, City Government of Muntinlupa through the initiative of Youth Affairs and Sports Development Office and the Local Council for the Protection of Children (LCPC), are set to conduct the **2025 Boys and Girls Week Celebration**. This year's event commemorates the 33rd anniversary of Muntinlupa City Boys and Girls Week which aims to celebrate the gains and successes of the city in promoting and protecting the children; institutionalizing a child friendly environment; empowering the children and youth as right- holders and duty-bearers for them to deliver their responsibilities and commitments to promote and protect and fulfill their rights.

Boys and Girls is regarded as an excellent program that upholds children's rights and is one of the greatest practices for a child-friendly community. About Two hundred (200) pupils from public and private elementary and high schools are about to enjoined the program. Among the activities scheduled for the celebration includes the convention for both boys and girls, the election of junior officials, the swearing-in ceremony, the assumption of responsibility, and, lastly, an educational tour.

Below are the schedule for the Boys and Girls.

Date	Activities
September 5, 2025	Boys and Girls Convention and Election
October 6-11, 2025	Boys and Girls Week

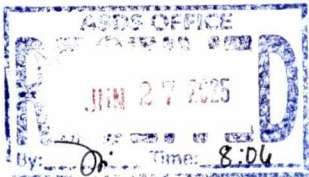
Relative to this, we would like to ask your kind approval and support for the issuance of **Division Office Memorandum** to Public and Private Schools (Elementary and High School) for the active participation on the Boys and Girls Week 2025.

Herewith attached are the guidelines and mechanics of the activities. For any concerns you can reach us on 8862-8428 or you can email us at yasdo@muntinlupacity.gov.ph

More power and thank you for your unwavering support!

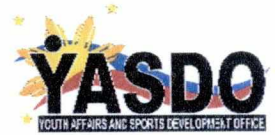
Respectfully yours,

MS. CYNTHIA B. VIACRUSIS
Head – Youth Affairs and Sports Development Office





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



BOYS AND GIRLS WEEK 2025

GUIDELINES

SLOT ALLOCATION AND QUALIFICATIONS:

District 1: All Public Elementary School from District I-5 students per school (Grade 6 -girls and boys)

District 2: All Public Elementary School from District II-5 students per school (Grade 6 -girls and boys)

District 3: All Private Elementary School – 2 students per school (Grade 6 - 1 girl, 1 boy)

District 4: All Public and Private High School (Grade 10 - 1 girl, 1 boy)

Note:

1. Only students residing in Muntinlupa are qualified to participate.
2. Participants must bring their own **name tag** with official size of 4 x 8.5 inches; printed in Capital Letter ; Font – Arial
4. Should wear school uniform during the Pre-convention and Election of Little Officials

REQUIREMENTS

1. Accomplished Confirmation Form signed by school principal
2. 1pc of 2x2 picture with white background (*scan and rename the filename on this format: School Abbreviation, Surname , First Name ex. PES Dela Cruz Juana*)
3. Parent Assent and Consent Form

Required documents can send to email address yasdo@muntinlupacity.gov.ph

IMPORTANT DATES TO REMEMBER

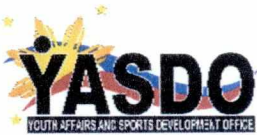
Boys and Girls Week 2025 SCHEDULE OF ACTIVITIES		
Date	Activity	Remarks
On or before August 6, 2025	Submission of Confirmation Form and other documents	yasdo@muntinlupacity.gov.ph
September 5, 2025	Convention and Election of Little Officials	Ayala Malls, Southpark
September 25-26, 2025	Release of B&G T-Shirts and Little Officials ID	YASDO Muntinlupa Sports Complex or Extension Office Ayala Malls Southpark
October 6, 2025	Opening Ceremony	City Hall of Muntinlupa
October 7, 2025	Oath of Office District 1	City Hall
October 8, 2025	Oath of Office District 2	City Hall
October 9, 2025	Oath of Office District 3	City Hall
October 10, 2025	Oath of Office District 4	City Hall
October 11, 2025	Educational Tour	TBA

For questions and clarification:

- Please contact 8862-8428 and look for Ms. Annabelle Buena or Angelica Abrensoza

Muntinlupa Sports Center, Buendia St. Tunasan, Muntinlupa City, Philippines 1773





BOYS AND GIRLS WEEK CELEBRATION 2025

CONFIRMATION FORM

School:	
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District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐

Name of Students	Sex	Birthday	Contact Number	Tshirt Size Adult Size (XS,S,M,L,XL,2XL)

Teacher Coordinator	Contact No:	Email address/ facebook account
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Noted by:

School Head / Principal



BOYS AND GIRLS WEEK CELEBRATION 2025

ASSENT AND CONSENT FORM

I am permitting my child to take part in the 2025 Boys and Girls Week Celebration, which is being organized by the Youth Affairs and Sports Development Office of the City Government of Muntinlupa. I think this curriculum will make my child more aware of public service, leadership, and governance. Additionally, it asserts and empowers their children's rights.

Additionally, I am aware of the following schedule of activities that he or she required to attend and complete.

I also give my consent for my child's picture to be uploaded on any social media platform at any event in which they participate.

Student's Name

Parent's Name and Signature

Name of School

Parent's Contact No.