Republic of the Philippines
Province of Bulacan
MUNICIPALITY OF SANTA MARIA
OFFICE OF THE MUNICIPAL MAYOR

OFFICIAL RELEASED
SIGNATURE:
DATE: 2/14/23
TIME:

EXECUTIVE ORDER NO. 001 - 2023

"AN ORDER DESIGNATING MS. ELSA JOY T. HORIONDO AS THE LOCAL YOUTH DEVELOPMENT OFFICER OF THE MUNICIPALITY OF SANTA MARIA BULACAN"

WHEREAS, Article 2 Section 13 of the 1987 Constitution states that, "the State recognizes the vital role 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, Section 26 of the Implementing Rules and Regulations of Republic Act No. 10742, otherwise known as the "Sangguniang Kabataan Reform Act of 2015" further states that, "there shall be in every province, city and municipality a Youth Development Office which shall be headed by a Youth Development Officer with the rank of at least division chief. Such may be put under the Office of the Local Chief Executive, the Office of the Planning and Development Coordinator, the Office of the Social Welfare or in any other office deemed appropriate by the local government unit;

WHEREAS, in adherence to the aforementioned provisions, the Municipal Government of Santa Maria created a Local Youth Development Office.

NOW THEREFORE, I, BARTOLOME R. RAMOS, Municipal Mayor of Santa Maria, Bulacan, by virtue of the powers vested in me by existing applicable laws, do hereby designate *MS. ELSA JOY T. HORIONDO AS THE LOCAL YOUTH DEVELOPMENT OFFICER* of the Municipality of Santa Maria Bulacan.

SECTION I. NAME AND NATURE OF OFFICE. The office shall be known as the "Municipal Youth Development Office (MYDO)". It shall be under the Office of the Mayor.

SECTION II. OBJECTIVES. By creating the Municipal Youth Development Office, it aims to achieve the following:

A. **General Objectives:**

1. To develop the youth's full potential as a partner in nation building;

2. To encourage active participation of the youth in all programs and projects of the municipality;

3. To harmonize all programs and initiatives of the municipality and non-government organizations for the youth sector;

4. To supplement the municipality's appropriation for youth promotions and development; and

5. To broaden and strengthen the services provided by the Municipal Government to the youth sector.

B. **Specific Objectives:**

1. To increase the spirit of volunteerism among the youth in the municipality particularly in the maintenance of cleanliness, peace and order, among others;

2. To provide information on the areas of education, employment, livelihood, health, capacity building and networking;

3. To provide monitoring and coordinating mechanism for youth programs, projects, and activities; and

4. To act as a conduit between the youth in the barangays and the Municipal Government.

SECTION III. DUTIES AND RESPONSIBILITIES. The Municipal Youth Development Officer shall perform the following:

1. Register and verify Youth Organizations or Youth-Serving Organizations operating in the locality pursuant to the provisions set forth under the 2017 Revitalized Youth Organization Registration Program of NYC;

2. Facilitate the issuance of an NYC *"Youth Organization Registration Program Unique Registration Number [URN]"* for every locally registered and verified YO or YSO;

   a. Coordinate with NYC on the process of issuance of ***YORP URN;***

   b. Submit Registration Documents to NYC YORP Secretariat, through the YOUTH ORGANIZATION REGISTRATION PROGRAM Online In coordination with the SK Federation President, identify the advocacies to be represented in the LYDC;

3. Facilitate the election of the LYDC members in accordance with Section 4 of NYC Guidelines on Conveying and Election of LYDC Members;

a. Notify the SK Federation President and Vice President, and the heads of all registered YOs or YSOs in the locality at least ten [10] days before the scheduled date of election;

b. Send an electronic copy of all the notification/invitation letters to NYC The election of LYDC members/representative shall be conducted in a public venue;

c. Ensure that only primary representative of the concerned YO or YSO shall participate in the election of LYDC members and no SK official, elected or appointed, shall be eligible as member of the LYDC;

d. Prepare, certify and attest the Election Report[3], together with the SK Federation President;

e. Submit the hard copy of the Election Report to the concerned Provincial, City Director or City/Municipal Local Government Officer, and to NYC within ten [10] days after the election; and

f. Send the electronic or scanned copy of the Election Report

4. Provide technical assistance to the LYDC in the formulation of the Local Youth Development Plan [LYDP];

5. Coordinate with the SK Federation President and Vice President relative to the conduct of election of LYDC representatives/members;

6. Serve as Secretariat of LYDC

7. Conduct the Mandatory and Continuing Training of SK Officials and LYDC members in accordance with the programs jointly designed and implemented by the Commission and the DILG.

    a. The appointed or designated LYD Officer and/or his or her staff shall apply for accreditation from the National Youth Commission in order for them to conduct the mandatory and continuing training programs of SK Officials and LYDC members.

8. Provide technical, logistical and other support in the conduct of the mandatory and continuing training programs, and such other programs of NYC and DILG;

9. Coordinate with NYC, with regard to youth programs within the jurisdiction; and

10. Perform such other functions as may be prescribed by law, ordinance, or as the LCE, the DILG or the NYC may require.

SECTION IV. EFFECTIVITY. This Executive Order shall take effect immediately upon signing. Any existing order found inconsistent thereto shall be deemed repealed or modified.

Done this 13th day of February 2023 here at the Municipal Hall of Santa Maria, Bulacan.

BARTOLOME R. RAMOS
Municipal Mayor