



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
DILG-NAPOLCOM Center, EDSA corner Quezon Avenue, West Triangle, Quezon City  
<http://www.dilg.gov.ph>



**MEMORANDUM CIRCULAR**  
NO. 2017-36

February 24, 2017

**TO :** ALL PROVINCIAL GOVERNORS, CITY/MUNICIPAL MAYORS,  
ARMR REGIONAL GOVERNOR, DILG REGIONAL, PROVINCIAL  
AND CITY DIRECTORS, DILG FIELD OFFICERS AND ALL OTHERS  
CONCERNED

**SUBJECT :** CREATION OF LOCAL YOUTH DEVELOPMENT OFFICE (LYDO)  
AT THE PROVINCE, CITY AND MUNICIPAL LEVELS

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Republic Act 10742, otherwise known as the Sangguniang Kabataan (SK) Reform Act of 2015 and its Implementing Rules and Regulations, provides for the creation of a Youth Development Office in every province, city and municipality, with the following functions:

1. In accordance with Section 24 (d) of these rules, register and verify youth and youth-serving organizations (Subject to the revitalized Youth Organizations' Registration Program (YORP) guidelines);
2. Provide technical assistance to the LYDC of the concerned LGU in the formulation of the LYDP;
3. Facilitate the election of the LYDC representatives;
4. Serve as secretariat to the LYDC;
5. Conduct the mandatory and continuing training of SK officials and LYDC members, in accordance with the programs jointly designed and implemented by the National Youth Commission (NYC) and DILG. The local youth development officer and/or his or her staff shall apply for accreditation from NYC in order for them to conduct the mandatory and continuing training programs of SK officials and LYDC members. In the absence of the Youth Development Office in the province, city or municipality, the designated existing personnel by the LCE shall apply for accreditation with the NYC in order for said official to conduct the mandatory and continuing training programs of SK officials and LYDC members;
6. Provide technical, logistical and other support in the conduct of the mandatory and continuing training programs, and to such other programs of NYC and DILG;
7. Coordinate with the Commission, with regard to the youth programs within their jurisdiction; and
8. Perform such other functions as may be prescribed by law, ordinance, or as the LCE, the DILG or the NYC may require.

Further, the said law states that the LYDO 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 (LCE), the Office of the Planning and Development, the Office of the Social

Welfare, or in any other office deemed appropriate by the Local Government Unit (LGU). If the funds of the LGU are sufficient, it can be a separate department with divisions and units for policy and planning, administration and finance, and programs and operations.

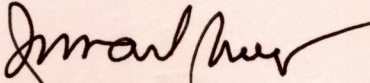
In the event that the LGU will exceed the prescribed personal services limitations, the LCE may designate existing personnel whom he or she deems fit to serve this purpose, until such time that the LGU can already create the LYDO.

To comply with the above, all Provincial Governors, City and Municipal Mayors are hereby directed to create their respective LYDO within their areas of jurisdiction.

Relative thereto, all DILG Regional Directors and ARMM Regional Governor are hereby directed to:

1. Disseminate this Circular in their respective areas of jurisdiction;
2. Ensure compliance of all local government officials concerned; and
3. Submit the list of LGUs that created or with existing LYDO with the name of the Youth Development Officer, using the attached templates<sup>1</sup>, on or before 31 March 2017, to SILG/USLG, through the National Barangay Operations Office, copy furnished NYC at email address: [info@nyc.gov.ph](mailto:info@nyc.gov.ph).

For immediate compliance of all concerned.



**ISMAEL D. SUENO**

Secretary



DILG-OSEC 07012016-6869

<sup>1</sup>Annexes "A" and "B".- LYDO Monitoring Form No. 1&2 – City/Municipal and Provincial Level, respectively.

**REGIONAL MONITORING REPORT**  
**Creation of Local Youth Development Office and List of Youth Development Officer**  
**(Section 25 of RA 10742)**

Region \_\_\_\_\_  
Province \_\_\_\_\_  
As of \_\_\_\_\_

City/Municipality	Created LYDO (put "/" to appropriate column)		Presence of Youth Development Officer (YDO) (put "/" to appropriate column)		NAME OF YDO	STATUS OF YDO (put "/" to appropriate column)		RANK	
						APPOINTED	DESIGNATED	DIVISION CHIEF (put "/" if YES)	OTHER DETAILS
	YES	NO	YES	NO					
<b>TOTAL</b>									

Prepared by:

Noted by:

\_\_\_\_\_  
Position

\_\_\_\_\_  
Position

**REGIONAL MONITORING REPORT**  
**Creation of Local Youth Development Office and List of Youth Development Officer**  
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Region \_\_\_\_\_  
As of \_\_\_\_\_

Province	Created LYDO (put "/" to appropriate column)		Presence of Youth Development Officer (YDO) (put "/" to appropriate column)		NAME OF YDO	STATUS OF YDO (put "/" to appropriate column)		RANK	
	YES	NO	YES	NO		APPOINTED	DESIGNATED	DIVISION CHIEF (put "/" if YES)	OTHER DETAILS
<b>TOTAL</b>									

Prepared by:

Noted by:

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Position

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Position