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"A DRAFT ORDINANCE INSTITUTIONALIZING THE KATIPUNAN NG KABATAAN  
IDENTIFICATION SYSTEM AND THE CREATION OF YOUTH INFORMATION  
DATABASE IN TUGUEGARAO CITY"

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**WHEREAS**, Section 16 of Republic Act No. 7160, also known as the *Local Government Code of 1991*, provides:

*"Every local government unit shall exercise the powers expressly granted, those necessarily implied therefrom, as well as powers necessary, appropriate, or incidental for its efficient and effective governance, and those which are essential to the promotion of the general welfare."*

**WHEREAS**, Republic Act 10742, also known as *Sangguniang Kabataan Reform Act of 2015*, recognizes the existence of the Katipunan ng Kabataan, composed of all citizens of the Philippines domiciled in the barangay for at least six (6) months, who are at least fifteen (15) but not more than thirty (30) years of age, and who are duly registered in the list of the Commission on Elections (COMELEC) and/or the records of the Sangguniang Kabataan secretary;

**WHEREAS**, *Department of Interior and Local Government Memorandum Circular 2023-03-23-211* strengthens and reiterates the role of the Sangguniang Kabataan to conduct youth profiling, establish, maintain and update a database of youth in the barangay and ensure submission to the Commission, and proper turn-over to the next set of SK officials as stipulated in the Implementing Rules and Regulations of RA 10742.

**WHEREAS**, the institutionalization of the Katipunan ng Kabataan Identification System will improve the delivery of basic services for the Youth, both in the Barangay and the City, making it faster, more efficient, and more convenient on the part of the residents, and will contribute to their active participation in policy making for their development;

**WHEREAS**, the Katipunan ng Kabataan Identification System will enable the Sangguniang Kabataan and the Local Youth Development Office to establish a Youth Information Database, the entries of which can be used by the Sangguniang Kabataan Council and the Local Youth Development Council in crafting policies, programs, and projects to advance the welfare of the youth of Tuguegarao;

**WHEREAS**, the said identification system will hasten and simplify the processing and release of other Barangay documents, such as Barangay Clearance, Certifications, and the like, as the information of the Katipunan ng Kabataan member are already available in the information system;

**WHEREAS**, the identification system shall also aid in the verification of registered Katipunan ng Kabataan members in the barangay, to update the Katipunan ng Kabataan profiling, and shall be used in the provision of services in relation to Youth Development within the City of Tuguegarao;



**Section 1. Short Title** - This Ordinance shall be known as the “Katipunan ng Kabataan ID System and Youth Information Database”;

**Section 2. Scope and Application** – The Katipunan ng Kabataan Identification System shall cover all citizens of the Philippines residing in the barangay for at least six (6) months, who are at least fifteen (15) but not more than thirty (30) years of age, and who are duly registered in the list of the Commission on Elections (COMELEC) and/or the records of the Sangguniang Kabataan secretary;

**Section 3. Definition of Terms -**

1. **Katipunan ng Kabataan (KK)** - Citizens who are 15–30 years old and have lived in the barangay for at least six months.
2. **Katipunan ng Kabataan Identification Number** - a unique set of numbers and/or letters that identifies a member of the Katipunan ng Kabataan.
3. **Katipunan ng Kabataan Profiling** - a system prescribed by the Department and Interior Local Government that collects information about local youth to identify their needs and create programs and services for them.
4. **Sangguniang Kabataan (SK)** - The governing body of the youth assembly or Katipunan ng Kabataan of every barangay.
5. **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

6. **Local Youth Development Council**- a group of representatives from youth and youth organizations that helps plan and implement youth programs in a city, municipality, or province.

**Section 4. Coverage** – All residents, aged 15-30 years of age and above, are required to secure a Katipunan ng Kabataan ID Card. However, in the case of residents under 15 years of age but not less than 12 years of age, the application for a Katipunan ng Kabataan ID Card shall be voluntary.

**Section 5. Proof of Residency** – A resident applying for a Katipunan ng Kabataan ID Card must submit proof of residency to the Local Youth Development Office, e.g. any valid ID, utility bill, proof of lease, pay slip, etc.

**Section 6. Katipunan ng Kabataan Identification Number** – A unique identification number shall be assigned to a Katipunan ng Kabataan member. The number shall consist of six digits, the first two digits are assigned numbers by the SK Federation corresponding to the barangay and the last four digits shall consist of the actual number of the registered Katipunan ng Kabataan members.

**Section 7. One Katipunan ng Kabataan ID Card Policy** – Every individual shall possess only one Katipunan ng Kabataan ID Card. In cases of dual barangay residency, the KK Member shall

apply in the barangay in which the individual is deemed as a registered voter. The KK shall be required to submit their application to the barangay where they have resided for at least 6 months and are recognized as a registered voter. This rule ensures that the individual's application is processed in the barangay where they have established long-term residency and where their voter registration is valid;

**Section 8. Information to be contained in the Katipunan ng Kabataan ID Card –**  
The Katipunan ng Kabataan ID Card shall contain the following information:

1. Logo and Name of the City
2. Logo and Name of LYDO
4. Full Name of the ID Bearer (Surname, First Name, Middle Name)
5. 1x1 Photo of the ID Bearer
6. Katipunan ng Kabataan Identification Number
7. Citizenship
8. Sex
9. Address of the ID Bearer (Complete Home Address)
10. Date of Birth of the ID Bearer
11. Contact Person in case of emergency (Name, Contact #, Relationship)
12. Name of Mother
13. Name of Father
14. Date of Issuance and Period of Validity
15. Signature of the Bearer
16. Signature of the Local Youth Development Officer
17. Signature of the City Mayor

**Section 9. Process** - Prior to the issuance of the Katipunan ng Kabataan ID Card, the applicant shall fill out the Katipunan ng Kabataan Profiling in their barangay and shall submit it to the Local Youth Development Office. Upon application, the Local Youth Development Office shall verify the name of the applicant to the records submitted by the SK Council. After careful verification, the Local Youth Development Office shall issue the Katipunan ng Kabataan ID Card within 3 working days;

**Section 10. Validity** – A Katipunan ng Kabataan ID Card issued by the Local Youth Development Office of the city to the youth (ages 15-30)

shall be recognized and accepted as an official document relating to the verification of residency and the provision of services and activities organized by the Sangguniang Kabataan and the Local Youth Development Office. The same shall be valid for a period of one year from the date of issuance.

**Section 11. Appropriation** – The Local Youth Development Office shall include in their annual budget under Maintenance and Other Operating Expenses to cover the production cost of



the IDs. No fees shall be collected for the issuance of the Katipunan ng Kabataan ID Card and the development of the Katipunan ng Kabataan Identification System.

**Section 12. Youth Information Database** – A Youth Information Database shall be established in every Barangay, which will serve as the repository of information for the Katipunan ng Kabataan ID System as well as pertinent documents pertaining to the application of the ID Card. The Local Youth Development Office shall provide the necessary software, hardware, and other equipment for the said information system and shall be updated every year. Copies of the database should be forwarded to the Sangguniang Kabataan Federation, Local Youth Development Council pursuant to LYDO Memorandum Circular 2022-033 and the Department of Interior and Local Government.

**Section 13. Privacy Policy** - All personal information and sensitive personal information gathered, collected and processed under the Katipunan ng Kabataan Identification System 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 14. Confidentiality** – The Local Sangguniang Kabataan Federation, Local Youth Development Office and the Sangguniang Kabataan Council shall ensure that the entries in the information system are kept confidential and accessible solely for official purposes. The data and information contained in the Identification Card and the information sheet shall not be used for any purposes other than identification.

**Section 15. Separability Clause** - If any provision of this Ordinance is held invalid or unconstitutional, the same shall not affect the validity and effectivity of the other provisions hereof.

**Section 16. Repealing Clause** - All existing ordinances and resolutions of this City found to be inconsistent herewith are hereby repealed or modified accordingly.

**Section 17. Effectivity Clause** - This Ordinance shall take effect fifteen (15) days following the completion of its publication in a local newspaper of general circulation in Tuguegarao City.