



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MAR 27 2025

MEMORANDUM

2-DAY JUNIOR FIRE MARSHAL TRAINING PROGRAM

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

1. Attached is the letter from FSUPT ROWENA H. GOLLOD, DSC, City Fire Marshal, Bureau of Fire and Protection, City of Muntinlupa, dated March 20, 2025, on the above-captioned title, the contents of which are self-explanatory, for the information and guidance of all concerned.
2. Please see the attached list of participants, for reference. Likewise, the participants to the said activity shall be subject to the no-disruption of classes policy as stipulated in DepEd Order No.9 s. 2005, titled "Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith."
3. If you have any questions or inquiries or require additional information, please feel free to contact SFO1 Sherwin G. Cañazares at 0933-817-7070 or email at muntinlupacru2020@gmail.com

For:

VIOLETA M. GONZALES

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

By:

ERIC F. FUNGO

Public Schools District Supervisor
Officer-in-Charge
Office of the Schools Division Superintendent

Encl.: As stated

References: As stated

To be indicated in the Perpetual Index
Under the following subjects:

SAFETY EDUCATION COMMUNICATIONS

ELK/DM/JUNIOR FIRE MARSHALL TRAINING PROGRAM

141 /MARCH 27, 2025



Republic of the Philippines
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SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

**LIST OF PARTICIPANTS FOR THE 2-DAY JUNIOR FIRE MARSHAL
TRAINING PROGRAM**

Date: 4th Week of April

Time: 8:00 AM – 5:00 PM

Venue: Schools Division Office, 4th Floor

No.	School	Target No. of Participants
1	Pedro E Diaz High School	15 scouts from Grades 8 and 9
2	Muntinlupa Science High School	15 scouts from Grades 8 and 9
3	Poblacion National High School	15 scouts from Grades 8 and 9
4	Tunasan National High School	15 scouts from Grades 8 and 9
5	Lakeview Integrated High School	15 scouts from Grades 8 and 9
6	Muntinlupa National High School	15 scouts from Grades 8 and 9
7	Muntinlupa Business High School	15 scouts from Grades 8 and 9
8	Muntinlupa Business High School – Sucat Annex	15 scouts from Grades 8 and 9



BAGONG PILIPINAS

Republic of the Philippines
Department of the Interior and Local Government

**BUREAU OF FIRE PROTECTION
NATIONAL CAPITAL REGION
MUNTINLUPA CITY FIRE STATION**

Alabang-Zapote Rd. corner Market Drive, Alabang, Muntinlupa City
Hotline No. (02) 842-2201; Telefax: (02) 807-1830
Email muntinlupafirefighters@gmail.com

MEMORANDUM

Received by:
IRIS M. RAYOS
SDO-Muntinlupa (Records Unit)
3/25/25 1:08 PM

TO: All Concerned Fire Safety Educators

SUBJECT: Conduct of Fire Safety Awareness Lecture and Fire Drill

DATE: 20 March 2025

1 Reference: Letter requests from concerned establishments, barangays and offices stated hereunder.

2 In connection with the above reference, you are hereby directed to conduct Fire Safety Awareness Lecture and Fire Drill to the following establishments/ barangays on the dates and time specified hereunder, to wit;

Rank/Name	Activity	Date/Time	Establishment
FO3 Hyle P Liis FO1 Jacinth Atacador	Fire Safety Awareness Seminar/Fire Drill	24 March 2025, 0900H	SOLANO HILLS SUCAT Villongco St., Sucat, Muntinlupa City Ms. Maricirs Bercero / 0910929766
SFO4 Reynaldo D Pajemolin	Fire Safety Awareness Seminar	26 March 2025, 0900H	BJMP - MUNTINLUAP CITY JAIL - MALE DORMITORY National Rd , Tunasan, Muntinlupa City / Brgy Hall, Tunasan JO1 Mylene B Baliuag / 09285521997
SFO4 Junelle S Asuncion with FT	Fire Drill	26 March 2025, 0900H	THE BELLEVUE MANILA North bridgeway, FCC, Alabang, Muntinlupa City Pring Vallejos

pmsp/saa/cru/cru2025/memolectureanddrill
BFPNCR-MEMO-CRU-MAR2025-013




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SFO2 Marie Claire T Calibo with M2	Fire Safety Awareness Seminar/Fire Drill	27 March 2025, 0900H	EQUILIBRIUM INTERTRADE CORPORATION The Place Bldg., National Hiway, Tunasan, Muntinlupa City Ms. Daisyree Lajato / 09124176103
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3. In addition, observe the proper wearing of uniform, post your activities in the BFP-MUNTINLUPA ACTIVITIES group chat for documentation.

4. For compliance.


ROWENA H. GOLLOD
 FSUPT (DSC) BFP
 City Fire Marshal



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BUREAU OF FIRE PROTECTION
NATIONAL CAPITAL REGION
MUNTINLUPA CITY FIRE STATION
 Alabang-Zapote Rd. corner Market Drive, Alabang, Muntinlupa City
 Hotline No (02) 8842-2201 / Telefax (02) 8772-3945
 Email muntinlupafirefighters@gmail.com

WORK PROGRAM

BASIC INFORMATION

Name of Project	Junior Fire Marshal Training Program
City or Municipality	Muntinlupa City
Implementing Government Agency	Bureau of Fire Protection-Muntinlupa Department of Disaster Resilience and Management Department of Education
Objectives	<ul style="list-style-type: none"> - Create more effective awareness campaign for students in and out of school and educating them about fire safety, prevention, emergency response and disaster preparedness; - Involve young generation of Muntinlupa City, on fire safety and prevention, emergency response and disaster preparedness; - Influence their parents and other members of the family to take fire safety precautions at home and workplace.
Date and Location	4TH Week of April - Muntinlupa City

I. RATIONALE

Kiddie/ Junior Fire Marshal Project was implemented nationwide since year 2006 thru the DepED Memo No. 71 in preparation for the observance of the Fire Prevention Month. The project was being conceptualized by the DILG and BFP which aimed to create a more effective awareness campaign for children especially on fire safety and prevention. Teaching modules were developed by the DepEd curriculum specialist and writers and was supported by MERALCO by producing learning video to cover other facets of learning.

The Kiddie/ Junior Fire Marshal Project was launched by DILG, BFP and DepED last year 2006 at Ramon Magsaysay High School and at Pampanga Convention Center. Subsequently, being implemented nationwide as part of the regular fire prevention activities of the BFP.

The Junior Fire Marshall Program aimed to educate the students on Fire and other fire related activities, Emergency Medical and Rescue, and other disaster related activities thru series of training, games, actual exercises and a friendly

competition. Through this, it continued to open the mind of the young generations to be responsible enough to help their school and the community in prevention and to respond in different kinds of disasters.

This will be a continuing project promoting volunteerism and making our young generations to be responsible citizens and soon will be helping the Bureau of Fire Protection and Muntinlupa City Disaster Risk and Reduction Management Office in rendering service to the public.

II. PROJECT DESCRIPTION

The Junior Fire Marshal Program of Muntinlupa City shall be held for a duration of 2 days and will be participated by 8 different Junior High schools within Muntinlupa and will cover the following curriculum and course.

Training Curriculum

1 Introduction to Fire Safety Service

- A. Junior Fire Marshal: Introduction and Objectives
- B. Brief History of BFP
- C. BFP Vision, Mission and Mandates
- D. Nature and Behavior of Fire
 - Fire Definition
 - Characteristics
 - Components
 - Fire Extinguishment Theory
 - Classes
 - Modes of Heat Transfer
 - Stages of Fire Development
 - Common Causes of Fire Incidents
 - Fire Safety Tips: Dos and Don'ts

2 Fire Safety Plan

- Fire Safety Plan
- Pre-Fire and other Emergency Planning
- Fire Brigade Organization: Members and Duties

3 Firefighting Tactics and Familiarization to Firefighting Apparatus

A. Firefighting Tactics

- 10 Phases of Firefighting
- Special Consideration

B. Firefighting Apparatus and Equipment

- Firetrucks
- Firefighter Personal Protective Equipment
- Portable Extinguisher
- Fire Hose, Nozzle & Ladder
- Other tools and Equipments



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III. METHODOLOGY

The Junior Fire Marshal program Training Course shall be delivered through a combination of lectures, hands-on practical exercises, and fire fighting training and simulations.

The opportunity to apply newly learned skills in realistic scenarios shall be offered through several simulated incidents throughout the program, including the Final Practical Evaluation and demonstration.

Prepared by:



FSUPT ROWENA H GOLLOD, DSC
City Fire Marshal



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March 20, 2025

Dr. Violeta M Gonzales, CESO VI
OIC-Schools Division Superintendent
School Division Office Muntinlupa

Dear Ma'am Gonzales

Fire Prevention Month is an annual observance dedicated to raising awareness about fire safety and prevention. It serves as a crucial reminder for individuals, families, and communities to take proactive measures in preventing fires and ensuring preparedness in case of emergencies.

In line with this, Muntinlupa City Fire Station will conduct a 2-day seminar/training entitled "Junior Fire Marshal" to your chosen high school students within Muntinlupa City tentatively on the 4th week of April. The Junior Fire Marshal Project was launched by DILG, BFP and DepEd year 2006 at Ramon Magsaysay High School and at Pampanga Convention Center. Subsequently, being implemented nationwide as part of the regular fire prevention activities of the BFP.

The Junior Fire Marshall Program aimed to educate the students on Fire and other fire related activities, emergency medical and rescue, and other disaster related activities thru series of training, games, actual exercises and a friendly competition. Through this, it continued to open the mind of the young generations to be responsible enough to help their school and the community in prevention and to respond in different kinds of disasters.

In this regard, we kindly request for your assistance in providing us the total **120 target participants coming from 8 different high school in Muntinlupa City and a possible venue for the said activity**. If you have any inquiries or require additional information, please feel free to contact us thru SFO1 Sherwin G Cañazares at 09338177070 or email us at muntinlupacru2020@gmail.com.

Thank you for considering our proposal. Your partnership in promoting a safe and secure environment for the school community is invaluable.


FSUPT ROWENA H GOLLOB, DSC
City Fire Marshal