



Republic of the Philippines  
Department of Education  
NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

**MEMORANDUM**

**FREE AMATEUR RADIO SEMINAR FOR DISASTER PREPAREDNESS**

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

1. Attached is a letter from Mr. Francis M. Formalejo, Club President, Pyramid Radio Society, Inc., DV1PRS, dated October 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. Queries may be directed to the BSP Coordinator, Mr. Eduardo L. Kondo, Project Development Officer II, DRRM, Schools Division Office of Muntinlupa at contact number 0966-524-0873.
4. Immediate and wide dissemination of this Memorandum is desired.

  
**VIOLETA M. GONZALES CESO VI**

Assistant Schools Division Superintendent  
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:

COMMUNICATIONS TRAINING ACTIVITIES

ELK/DM/FREE AMATEUR RADIO SEMINAR FOR DISASTER PREPAREDNESS

441 /October 27, 2025

UN-2025-441



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City  
8805-9935, 8805-9940  
[sdo.muntinlupa@gmail.com](mailto:sdo.muntinlupa@gmail.com)  
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UN-2025-441



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

**INSTITUTIONAL (SCHOOL) DISTRICT-DIVISION SCOUT COORDINATORS**

<b>School</b>	<b>Name</b>
<b>District 1</b>	
Muntinlupa Elementary School	<b>ANALYN N. TAYO</b>
Itaas Elementary School	<b>MARK ANTHONY R. GRANDE</b>
Poblacion Elementary School	<b>SHAIRA D. BRECIA</b>
Victoria Homes Elementary School	<b>JOEY PABOR</b>
Tunasan Elementary School	<b>NOMIE H. MERCADO</b>
Putatan Elementary School	<b>EUGENE PLACIO</b>
Lakeview Integrated School	<b>JORAELYN M. BARRIENTOS</b>
Soldiers Hills Elementary School	<b>IVAN B. LEYNES</b>
F. de mesa Elementary School	<b>MARK JOSEPH SALAZAR</b>
Bayanan Elementary School Main	<b>CIELO R. TOJOS</b>

<b>District 2</b>	
Alabang Elementary School	<b>ROMNICK G. PADOLINA</b>
Bayanan Elementary School Unit I	<b>MARINEL D. BUTED</b>
Filinvest Alabang Elementary School	<b>LITO T. EVANGELISTA</b>
Cupang Elementary School Main	<b>ROSSEL ANDREA Y. DIVINA</b>
Cupang Elementary School Annex	<b>REYNALYN L. CASPILLO</b>
Buli Elementary School	<b>ARNOLD A. ABELLA</b>
Bagong Silang Elementary School	<b>JESSIE T. CASTELO</b>
Sucac Elementary School Main	<b>EVELYN I. BALIONG</b>
Sucac Elementary School Zone 3 Annex	<b>THERESA L. SEAGARINO</b>
Sucac Elementary School Zone 4 Annex	



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**INSTITUTIONAL DISTRICT- DIVISION SCOUT COORDINATORS**

<b>Secondary School</b>	
Muntinlupa National High School	<b>JASON ABIR</b>
Poblacion National High School	<b>MARK G. BUÑALES</b>
Tunasan National High School	<b>DANICA ANNA C. ROCHA</b>
Muntinlupa Science High School	<b>ELMA DAPULAZA</b>
Lakeview Integrated School	<b>PAMELA H. GALVEZ</b>
Pedro Diaz High School	<b>ROGELIO M . CABANTING JR</b>
Muntinlupa Business High School Main	<b>ENEN A. MEDINA</b>
Muntinlupa Business High School Sucat Annex	<b>CHERRYL ANNE PAJARILLO</b>
<b>Senior High School</b>	
Cupang Senior High School	<b>MELANIE GALUT</b>
Sucacat Senior High School	<b>LYN MAR P. DANUGO</b>
<b>District Coordinators</b>	
District 1	<b>ELMA DAPULAZA</b>
District 2	<b>LOUISE PAMELA APACIBLE</b>
<b>Division Scout Coordinator</b>	<b>EDUARDO L. KONDO</b>

## List of DRRM School Coordinators

### Elementary

No.	School ID	School	SCHOOL HEAD/OIC	SDRRM Coordinator (Non-Teaching)	Alternate (Teacher Coordinator)
1	136908	Alabang Elementary School	Dr. Aurora S. Bartolaba	Michael F. Domingo	JONAS MARCELLANA
2	228502	Filinvest Alabang Elementary School	Alma O. Bituin (OIC)	Michael F. Domingo	MHERFE E. LUMBANG
3	136909	Bagong Siliang Elementary School	Felipe W. Marapao		JESSIE T. CASTELO
4	136910	Bayanan Elementary School Unit I	Dr. Jane May Valbuena	Melanio Jr. R. San Jose Mark Anthony B. Cayanan	JANINE A. TAN
5	136899	Bayanan Elementary School (Main)	Dr. Buena C. Dela Cruz	Melanio Jr. R. San Jose Joey A. Pampo	ALLAN ADOPTANTE
6	136911	Buli Elementary School	Marie Ann R. Esmeria	Marie Ann Esmeria (SH)	ARIEL CRUZ
7	136912	Cupang Elementary School	Edizer S. Laqueo	Hermania P. Raymundo	JOHN P. CRUZ
8	136913	Cupang Elementary School Annex	Dr. Theresa C. Dela Rosa	Ryan R. Creencia (Driver)	NEMIE DOMINGO
9	136900	F. De Mesa Elementary School	María Hazel B. Hernandez	Emmanuel Dizon (Driver)	REYNOLD D. LOPEZ
10	136901	Itaas Elementary School	Rhodora V. Mandap	John Lord G. Vivo Jose Entena	DIOSDADO MELLICADO Jr.
11	228501	Poblacion Elementary School	Dr. Raul T. Felix	Chipripaul Marmeto	JONATHAN Q. DELA CRUZ
12	500439	Lakeview Integrated School	Dr. Rosendo E. Sangalang	Eileen E. Sioao	MALBAR CABREJAS
13	136903	Muntinlupa Elementary School	Dr. Shella C. Navarro	John Lord G. Vivo Emmie Z. Sibulo	NORMAN C. RIVERA
14	136904	Putatan Elementary School	Hilario G. Canasa	Melanio Jr. R. San Jose	CATHERINE V. OBRA
15	136905	Soldiers' Hills Elementary School	Dr. Antonio C. Gagala	Eileen E. Sioao	OWEN EARL D. BAUTISTA
16	136915	Sucac Elementary School	Jaime G. Bautista (OIC)	Dennis F. Medallada	JESRAEL SAMOLDE
17	136915	Sucac Elementary School	Jaime G. Bautista (OIC)	Archie A. Acosta	JESSA G. LLAGUNO
18	136914	Sucac Elementary School	Dr. Jennifer S. Joson	Michael F. Domingo Nessie Mariano	CEDIE V. MACCASINAG
19	136906	Tunasan Elementary School	Olivia G. Elloso	Eileen E. Sioao Christian B. Dullavin	MARCELINO T. ASAS
20	136907	Victoria Homes Elementary School	Reynaldo O. Comisario	John Lord G. Vivo	JOEY PABOR

## SECONDARY

No.	School ID	School	SCHOOL HEAD/OIC	SDRRM Coordinator (Non-Teaching)	Alternate (Teacher Coordinator)
21	500438	Lakeview Integrated School		Edwin L. Abalos	ADONIS TROY A. GARCIA
22	305471	Muntinlupa Business High School - Main		Raymond Moreno	ARGEL A. HEK
23	320702	Muntinlupa Business High School - Sucat Annex	Jinky DC. Santos	Jinky DC Santos	Mark Anthony Abe
24	320701	Poblacion National High School	Eden B. Binaday	Ryan G. Vivar	MARK ANTHONY G. BUNALES
25	305468	Muntinlupa National High School	Dr. Rosendo E. Sangalang	DAIPE C. OLAIRA	
26	320704	Tunasan National High School	Vilma S. Vitoria		Ariel P. Sustitundo
27	305469	Muntinlupa Science High School	Dr. Ador B. Querubin	Joseph C. Alegria (CSO) Rufino M. Magtibay (CSO)	John Fitz Gerald M. San Pedro
28	305470	PEDRO E. DIAZ HIGH SCHOOL	Dr. Antonio B. Rocha	Regelio M. Cabaniting	

## SENIOR HIGH SCHOOL

No.	School ID	School	SCHOOL HEAD/OIC	SDRRM Coordinator (Non-Teaching)	Alternate (Teacher Coordinator)
29	303450	Cupang Senior High School	Mr. Jason Albaro	Raymart D. Las Pinas	
30	305468	Muntinlupa National High School	Dr. Florante C. Marmeto		
31	320704	Tunasan National High School	Vilma S. Vitoria		CLAUDINE FARROL GOROSPE
32	305469	Muntinlupa Science High School	Dr. Ador B. Querubin		ADRIAN A SURNABA
33		Sucat Senior High School	Dr. Jay Boy Evano (PSDS)	Kinnie Jane F. Casquero	
		Alternate Learning System		Nery Lorenzo	



RECEIVED BY:  
WNL 10/20/25 - 11:40am  
MARLON A. SALONGA  
SDO-MUNTINLUPA (RECORDS UNIT)

20 October 2025

**DR. VIOLETA M. GONZALES, CESO VI**  
OIC and Superintendent School Division Office  
Office of the School Division Office  
Laguerta St., Tensuan Site,  
Poblacion, Muntinlupa City

**Attention: MR. EDUARDO L. KONDO**  
Project Development Officer II - DRRM  
School Division Office Coordinator

Subject: Proposal for a Free Amateur Radio Seminar for Disaster Preparedness

### **Introduction**

This outlines a plan to conduct a free amateur radio orientation seminar for school officials, teachers, and staff. The aim is to bolster disaster preparedness and emergency communication capabilities within the school division. This initiative is particularly timely given "***Our town's proximity to a fault line***". By establishing a reliable, independent communication system, the school division can ensure safety and maintain order during critical events when traditional communication infrastructure may fail.

### **Justification: Amateur Radio's Role in Disaster Response**

The use of amateur radio, or "ham radio," is recognized globally as a critical component of disaster management and emergency communication.

- **Reliability during infrastructure failure:** Amateur radio operates independently of commercial power and cellular networks, which are often the first systems to fail in a disaster. This provides a crucial backup communication link for coordinating relief efforts, tracking personnel, and managing shelters.
- **Rapid deployment and flexibility:** Volunteer operators can quickly set up mobile radio stations in affected areas, providing communication where it is needed most.

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**"Connecting voices, stories, and cultures across borders."**

DX1PRS Calling Frequency: VHF 145.340MHz | UHF Repeater 434.150 (TX) 439.150 (RX)  
Digital Nodes: ALLSTARLINK 54453 | ECHOLINK DX1PRS-R 562316  
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- On-the-ground intelligence: Amateur radio operators provide real-time situational awareness to emergency management agencies, helping them prioritize response and resource allocation.
- Promotes self-reliance: Integrating amateur radio knowledge into the school system fosters a culture of self-sufficiency, empowering staff to manage critical communication needs during crises.

**The seminar aims to achieve the following objectives:**

- Introduce amateur radio: Provide an overview of amateur radio, its non-commercial public service nature, and its vital role in disaster and emergency communications.
- Demonstrate equipment: Showcase various amateur radio communications equipment, different types of antennas, and their applications.
- Explain licensing requirements: Inform participants about the licensing process regulated by the National Telecommunications Commission (NTC) and the paths available to become a licensed amateur radio operator.
- Inspire future communicators: Encourage school personnel and, eventually, students to explore amateur radio as both a public service and an educational pursuit in science, technology, and electronics.

**Seminar details:**

- Title: Amateur Radio for Disaster Preparedness: An Orientation for School Safety.
- Participants: School Disaster Risk Reduction and Management (DRRM) Coordinators, administrators, and other key school personnel responsible for safety.
- Speakers: Experienced and licensed ham radio operators from Pyramid Radio Society Inc., a non-stock profit organization since 1990 registered with Security and Exchange Commission (SEC), affiliated with Philippine Amateur Radio Association (PARA) and accredited by the National Telecommunication Commissions (NTC).
- Format: The seminar will be completed in a 4 hour orientation combining informative lectures with interactive equipment demonstrations.
- Materials: We will provide essential information for the presentation, demonstration of equipment, and basic amateur radio operations to make the learning process engaging.

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### **Call to Action**

We respectfully request the approval of the School Division Office to conduct this free orientation seminar at your respective offices and convenient schedules. We are confident that this initiative will significantly enhance our disaster preparedness and communication capabilities. We would be grateful for the opportunity to coordinate with your office regarding a suitable date and venue for the seminar.

Thank you for your time in reviewing this proposal. We are confident that this partnership will significantly strengthen the School Division to build a more resilient and communication-ready school community and emergency communication capabilities. Please feel free to reach out to us to schedule a presentation or to discuss how we can best support your safety office.

Sincerely,

**FRANCIS M. FORMALEJO, DV1ULM**

Club President

Pyramid Radio Society, Inc., DX1PRS

M: +63 917 575 5456

E: [cq@dx1prs.org](mailto:cq@dx1prs.org) | [ulm@dx1prs.org](mailto:ulm@dx1prs.org)

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