



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MEMORANDUM

**SCHOOL-BASED LECTURE ON TOBACCO CONTROL AND PREVENTION
FOR THE EMPLOYEES OF MUNTINLUPA CITY**

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

1. Attached is the invitation letter from City Health Office dated November 14, 2025, on the above-captioned activity, contents of which are self-explanatory, for the information and guidance of all concerned.
2. All schools are encouraged to send two (2) non-teaching personnel (School Nurses, Administrative, and Project Development Officers) to participate in the said activity.
3. 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:

HEALTH EDUCATION

PROGRAMS

CAMPAIGN

MRS / SCHOOL-BASED LECTURE ON TOBACCO CONTROL AND PREVENTION FOR THE EMPLOYEES OF MUNTINLUPA CITY
482 / NOVEMBER 18, 2025

UN-2025-482



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
deped-muntinlupa.com

482

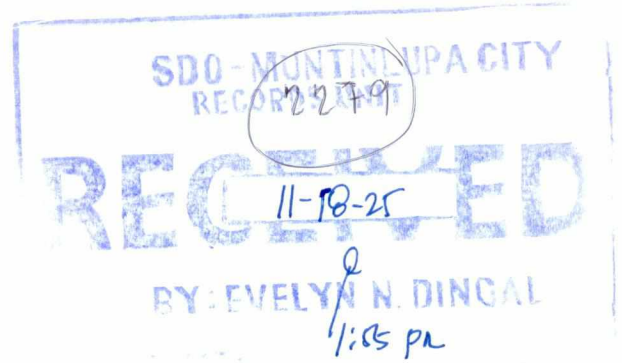


Republic of the Philippines
CITY GOVERNMENT OF MUNTINLUPA
City Health Office



November 14, 2025

Dr. Violeta M. Gonzales, CESO VI
Superintendent, Schools Division Office
Department of Education



Good day!

In line with the City Government of Muntinlupa's continuous efforts to promote a healthy and smoke-free environment, we would like to request a participant (Non-Teaching Personnel) from your office, to attend the **School-Based Lecture on Tobacco Control and Prevention for the employees of Muntinlupa City.**

Below are the details;

Batch 1 (District 1)

Date: November 21, 2025

Time: 8-12 PM

Venue: 3rd Floor City Health Office Conference Room, Tunasan, Muntinlupa City.

Participant: Forty-One (41)

Batch 2 (District 2)

Date: November 21, 2025

Time: 1-5 PM

Venue: 3rd Floor City Health Office Conference Room, Tunasan, Muntinlupa City.

Participant: Forty-One (41)

This initiative aims to increase awareness of the harmful effects of tobacco use, educate employees about the provisions of the Tobacco Regulation Act of 2003 (RA 9211) and related local ordinances (Ordinance No. 2020-051), and encourage a healthier, smoke-free workplace culture.

We hope for your favorable consideration of this request to strengthen our collective efforts in protecting the health and well-being of our city employees. Should you need further details, you may contact us at [your contact number/email]. Thank you very much for your support in advancing Muntinlupa City's smoke-free initiatives.

For inquiries and response to this notice, please contact Mr. Cyrill Chester Param, SFTF Secretariat, City Health Office, at cyrillchesterparam.etc@gmail.com or 09055261003.

CAROLYN H. MAGALONG, M.D.

Acting Head – Muntinlupa City Health Office
City Health Office of Muntinlupa

