



REPUBLIC OF THE PHILIPPINES  
 DEPARTMENT OF PUBLIC WORKS AND COMMUNICATIONS  
 OFFICE OF THE SECRETARY  
 MANILA

DEPARTMENT ORDER )  
 NO. 37 )  
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SUBJECT: Amendments to Department  
Order No. 4 dated January 3,  
1972 - Rules and Regulations  
Governing Radio Training  
Schools in the Philippines.

Pursuant to the provisions of the Radio Control Law, Act 3846, as amended by Commonwealth Act 571 and Republic Act 584, Department Order No. 4, Series of 1972 is hereby amended, effective immediately.

SECTION I-B is hereby inserted to read as follows:

Scope of Supervision

The Telecommunications Control Bureau shall supervise all technical matters in a radio training school including the equipment and facilities of the radio training station and the shop laboratory; and the Bureau of Private Schools over all pedagogical matters and school administration.

SECTION I-B is hereby amended to read Sec I-C.

SECTION II-B is hereby inserted to read as follows:

Procedure in Opening a New School or Course.

1. In order to give persons desiring to establish schools or to open new courses ample time to prepare their schools or courses in accordance with established standards, the following procedures for opening a new school or course is hereby prescribed:

- a) On or before September 30 preceding the school year, in which a new school or course is to open, an appropriate notice in writing to that effect shall be filed by the applicant with the Telecommunications Control Bureau;
- b) The Telecommunications Control Bureau shall schedule a conference with the applicant to take up the technical requirements of the Radio Training School;

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- c) When the Telecommunications Control Bureau is satisfied that the opening of the school or course is warranted by public interest, it shall require the applicant to submit within 90 days after the conference properly accomplished application in prescribed form for a new modified Certificate of Recognition;
- d) A new or modified Certificate of Recognition shall be issued to a Radio Training School as soon as verification has been made that the school has substantially complied with the basic requirements as prescribed in Section II-C.

SECTION II-B is hereby amended to read Sec II-C.

SECTION II-C is hereby amended to read Sec II-D.

SECTION II-D is hereby amended to read Sec II-E.

SECTION II-E is hereby amended to read Sec II-F.

SECTION II-D (as amended) is hereby amended to read as follows:

Requirements for Recognition

3. Each class shall have not more than fifty (50) students under the charge of a qualified instructor at all times.
4. a. Well ventilated and properly illuminated class rooms, each with a floor area of at least one square meter ~~for the instructor.~~

*for student and (3) sq. m. for the instructor*

SECTION III-A is hereby amended to read as follows:

Technician/Operator Course

A. - Courses

The following courses may be offered by Radio Training Schools:

One-Year Courses:

Commercial Radio Operator's Courses

1. Radiotelephony
2. Radiotelegraphy



Two-Year Courses:

Broadcast Technician  
Communication Technician  
Teletype Technician

Industrial Electronics Technician

1. Bio-Medical
2. Instrumentation & Control
3. Data Processing Machines
4. Automation

SECTION III-C is hereby amended to read as follows:

Books

The textbooks that may be prescribed by the school shall be only those that are duly approved by the National Textbooks Board as recommended by the Telecommunications Control Bureau.

SECTION III-G is hereby amended to read as follows:

Diploma and/or Transcript of Records Bearing Special Order Number Issued to Students Upon Satisfactory Completion of Courses.

A diploma and/or transcript of Records bearing the Special Order Number issued by the Bureau of Private Schools, attesting to the fact that a student has satisfactorily completed the prescribed course of study, shall be issued by the school.

SECTION III-L is hereby amended to read as follows:

An instructor desiring to teach in Radio Training Schools shall submit an application to teach on prescribed form to the Telecommunications Control Bureau which shall issue a Certificate to Teach to said applicant upon favorable consideration of his qualifications and bio-data information and after payment of the required fee as provided in Section V. A new instructor however, shall be allowed to teach without the Certificate to Teach for a period of not more than one semester ~~from the effectivity of this order~~ after which, if he so desires to continue teaching, he shall be required to obtain a Certificate to Teach upon recommendation of the school administration concerned. The Certificate shall remain valid unless sooner revoked or cancelled.

A new paragraph (par IV-S) is added to Section IV of Department Order No. 4, Series of 1972 to read as follows:

S. Calling Period

All radio training schools shall observe the calling period indicated in their respective station licenses.

SECTION V-F is hereby amended to read as follows:

F. Instructor Certificate to Teach - - - - - P5.00

*David M. Consunji*  
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Secretary

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1. Date Received: \_\_\_\_\_  
2. Date Signed: 8.28.73  
3. Date Released: \_\_\_\_\_

Signature: Albaskaran  
Authenticated by: \_\_\_\_\_