




For : **Asset Disposal Committee**
Thru : **Ma. Catalina M. Cruz**
 Branch Banking Division Head
 : **Teodorick A. Aladin**
 Branch Admin. Support Dept. Head
From : **Rodney M. Jardiel**
 Region Head – Visayas & Mindanao
 : **Kenneth L. Fernandez**
 Branch Lite Office
 : **Andemar J. Candido**
 Branch Operation Officer
Date : **March 19, 2026**
Subject : **Disposal Request of Unserviceable FFE's**


ADCOM APPROVED
 Signature *[Signature]* 03/27/26
via referendum

Requesting approval for the disposal of the following unserviceable various FFE's with details below:

Plate No.	Description	PCN	Date Acquired	Acquisition Cost/Value	Net Book Value (NBV)	Appraised Value	Current Location	Mode of Disposal
	4 Sets CIC Manual Sunscreen Blinds-LO	10-100 to 10-103	4/21/2016	7,386.50	1.00	200.00	Antique	Sale via Public Bidding
	4- Units VC 139 Visitors Chairs w/out Armrest, 4Legged Base	10-071 to 10-074	6/13/2016	21,845.61	1.00	800.00	Antique	Sale via Public Bidding
	1-Unit 4 Drawer Lateral File	10-075	6/13/2016	15,029.91	1.00	300.00	Antique	Sale via Public Bidding

	1-Unit U-Shaped Free Standing table, 1500lx600w, Thread Wood Top, DK gray base	10-076	6/13/2016	4,394.55	1.00	100.00	Antique	Sale via Public Bidding
	1-Unit MTO Side Return L- attached, 1000x450x750ht, Thread Wood top, DK Gray Base	10-077	6/13/2016	2,570.40	1.00	100.00	Antique	Sale via Public Bidding
	9-Units visitors chair without armrest, 4Legged base-blue	10-088 to 10-097	6/13/2016	6,492.33	1.00	1,800.00	Antique	Sale via Public Bidding
	1-Unit NRMT 800 standard free standing table, 1400x600, Thread Wood top, DK Gray Base	10-099	6/13/2016	4,883.75	1.00	300.00	Antique	Sale via Public Bidding
	4-Unit 3-drawer mobile	10-071 to 10-074	6/13/2016	11,417.54	1.00	600.00	Antique	Sale via Public Bidding
	3-Unit HP Elite 800 G1 Desktop PC	30-034 to 30-036	6/13/2016	5,638.29	1.00	900.00	Antique	Sale via Public Bidding
	1-Unit HP Deskjet 2135 AIO Printer	30-037	6/13/2016	17,884.99	1.00	50.00	Antique	Sale via Public Bidding
	1-Unit fully upholstered high back chair w/ armrest blue	10-078	6/13/2016	28,365.58	1.00	200.00	Antique	Sale via Public Bidding
	1-Unit visitors chair without armrest, SLED base- blue	10-079	6/13/2016	3,266.89	1.00	200.00	Antique	Sale via Public Bidding
	3-Units NST 14160 Standard Free Standing Table 1400x600, Thread Wood Top, DK gray Base	10-080 to 10-082	6/13/2016	11,807.24	1.00	300.00	Antique	Sale via Public Bidding
	2- units MTO side return L -attached, 900x450x750HT, Thread Wood Top, DK Gray Base	10-083 to 10-084	4/15/2016	118,050.00	1.00	600.00	Antique	Sale via Public Bidding
	3- Unit fully upholstered midback chair with armrest- blue	10-085 to 10-087	4/15/2016	3,696.00	1.00	600.00	Antique	Sale via Public Bidding

	1-Unit Epson LQ310 Printer	30-042	9/28/2016	10,950.00	1.00	50.00	Antique	Sale via Public Bidding
	1-Unit POS Card Reader Terminal No. 81600526	30-043	03/08/2017	25,000.00	1.00	50.00	Antique	Sale via Public Bidding
	1-Unit Fire Extinguisher- San Jose Lending Office	20-041	3/17/2016	10,000.00	1.00	100.00	Antique	Sale via Public Bidding
	1-Unit Panasonic Thermal Fax Machine	20-042	4/15/2016	5,400.00	1.00	50.00	Antique	Sale via Public Bidding
	1-Unit Stand Fan	20-043	6/30/2016	1,342.00	1.00	200.00	Antique	Sale via Public Bidding
No Plate No.	Yamaha FZ 16FI Motorcycle	60-003	6/02/2016	96,500.00	1.00	6,000.00	Antique	Sale via Public Bidding

Justification:

- All FFE's mentioned are beyond economic repairs.
- Safekeeping of said FFE's are not feasible due to space constraints.
- Computers and Printers are obsolete or outdated technology.

Recommendations:

- For the approval of Asset Disposal Committee.

Attached herewith are the Appraisal Report from CAID for your reference.



(RACI) REQUEST FOR APPRAISAL AND CREDIT INVESTIGATION FORM

CREDIT APPRAISAL & INVESTIGATION DEPARTMENT

Requesting Unit USB-Antique Branch Lite	Unit Code 951	Date 17-Mar-26
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TYPE OF REQUEST
NOTE: Check all appropriate boxes for expediency

<input checked="" type="checkbox"/> Appraisal <input type="checkbox"/> Real Estate <input type="checkbox"/> Vehicle <input type="checkbox"/> Machinery Equipment <input type="checkbox"/> Merchandise Inventory <input type="checkbox"/> Percentage Completion	<input type="checkbox"/> Credit Investigation <input type="checkbox"/> PDRN <input type="checkbox"/> BVR <input type="checkbox"/> EVR <input type="checkbox"/> Court Case <input type="checkbox"/> Bank Checking <input type="checkbox"/> Trade Checking <input type="checkbox"/> Title Verification <input type="checkbox"/> Car History	<input type="checkbox"/> CMAP/File Check <small>[e-mail: CMAP-CAID@ucpb.com]</small> <input type="checkbox"/> NFIS <small>[e-mail: NFIS-CAID@ucpb.com]</small> <input type="checkbox"/> LoanDex <small>[e-mail: LOANDEX-CAID@ucpb.com]</small> <input type="checkbox"/> Asset Checking <small>(Specify address/location)</small> _____ <input type="checkbox"/> Others _____
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Account Name	Address		Tel./Cell No/s.
USB-Antique Branch Lite	Residence	LASP Bldg., Bagumbayan, Brgy. 8, San Jose, Antique	(036) 540-7905
Business Name : USB-Antique Branch Lite	Business/Fact ory	LASP Bldg., Bagumbayan, Brgy. 8, San Jose, Antique	(036) 540-7905
Contact Person	Address		Tel./Cell No/s.
Kenneth L. Fernandez	Residence	Bagumbayan, Brgy. 8, San Jose, Antique	0998-844-5386
	Office	LASP Bldg., Bagumbayan, Brgy. 8, San Jose, Antique	(036) 540-7905

SUPPORTING DOCUMENTS ATTACHED
NOTE: Request shall be returned if supporting documents for each type of request is not complete/attached.

For Real Estate Appraisal - New <input type="checkbox"/> Photocopy of Official Receipt as proof of payment of standard fee <input type="checkbox"/> Clear back-to-back copy of titles (OCT/TCT/CCT) <input type="checkbox"/> G.E. Plan (Lot Plan with location/vicinity map) For Construction RCN <input type="checkbox"/> Building Plan/Floor Plans <input type="checkbox"/> Bill of Materials	For Vehicle Appraisal - New <input type="checkbox"/> Photocopy of Official Receipt as proof of payment of standard fee <input type="checkbox"/> Clear copy of Current LTO - Official Receipt <input type="checkbox"/> Clear copy of Current LTO - Certificate of Registration For Real Estate Appraisal or Vehicle Appraisal - Updating <input type="checkbox"/> Previous Report
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FINANCIAL DEALINGS
NOTE: Fill-up bank details to facilitate request for bank checking.

Name of Referred Bank	Branch	Account Number	Type of Account
			<input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> Time Deposit <input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> Time Deposit <input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> Time Deposit <input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> Time Deposit
			<input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> Time Deposit <input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> Time Deposit <input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> Time Deposit <input type="checkbox"/> Current <input type="checkbox"/> Savings <input type="checkbox"/> Time Deposit

Requested by / Tel No. Kenneth L. Fernandez - BLO/ 0998-844-5386 Signature over Printed Name/Designation	Approved by _____ Signature over Printed Name/Designation	Remarks
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THIS PORTION TO BE FILLED UP BY CAID

Assigned by _____ CAID Officer	CAID stamp of receipt <small>Note: Indicate time received</small>
Assigned to _____	
Date Assigned _____	
Date Needed _____	
Date Submitted _____	



**CREDIT APPRAISAL & INVESTIGATION DEPARTMENT (CAID), CMD
APPRAISAL REPORT FOR WRITE-OFF/DISPOSAL OF UNUSABLE/UNREPAIRABLE FIXED ASSETS**

TO: Kenneth L. Ferrandez
BLO - USB Antique Branch Lite

DATE: 18-Mar-26

SUBJECT: FFE Appraisal Report - USB Antique Branch Lite

Please see the Appraised / Salvage Value of subject FFE with details as under :

ITEM / MODEL	MODEL BRAND	PROPERTY CONTROL NUMBER	DATE ACQUIRED	ACQUISITION COST	NET BOOK VALUE (Php)	APPRAISED / SALVAGE VALUE (Php)	CONDITION / STATUS
4 - SETS CIC MANUAL SUNSCREEN BLINDS-LO	-	-	4/21/2016	7,386.50	1.00	200.00	DEFFECTIVE / UNSERVICEABLE
4 - UNITS VC 139 VISITORS CHAIR WITHOUT ARMREST, 4 LEGGED BASE	-	-	6/13/2016	21,845.61	1.00	800.00	DEFFECTIVE / UNSERVICEABLE
1 - UNIT 4-DRAWER LATERAL FILE	-	-	6/13/2016	15,029.91	1.00	300.00	DEFFECTIVE / UNSERVICEABLE
1 - UNIT U-SHAPED FREE STANDING TABLE, 1500LX600W, THREADWOOD TOP, DK GRAY BASE	-	-	6/13/2016	4,394.55	1.00	100.00	DEFFECTIVE / UNSERVICEABLE
1 - UNIT MTO SIDE RETURN L- ATTACHED, 1000X450X750HT, THREADWOOD TOP, DK GRAY BASE	-	-	6/13/2016	2,570.40	1.00	100.00	DEFFECTIVE / UNSERVICEABLE
9 - UNITS VISITORS CHAIR WITHOUT ARMREST, 4 LEGGED BASE - BLUE	-	-	6/13/2016	6,492.33	1.00	1,800.00	DEFFECTIVE / UNSERVICEABLE
1 - UNIT NRM1T 800 STANDARD FREE STANDING TABEL, 1400X600, THREADWOOD TOP, DK GRAY BASE	-	-	6/13/2016	4,883.75	1.00	300.00	DEFFECTIVE / UNSERVICEABLE

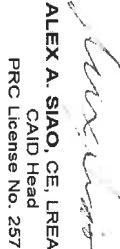
ITEM / MODEL	MODEL BRAND	PROPERTY CONTROL NUMBER	DATE ACQUIRED	ACQUISITION COST	NET BOOK VALUE (Php)	APPRAISED / SALVAGE VALUE (Php)	CONDITION / STATUS
Total -						7,500.00	

- Note :
1. This is just a Table Appraisal Report. No actual ocular inspection was conducted.
 2. The valuation is based on the images and disclosures provided by the requestor.
 3. Images attached for ready reference.
 4. This appraisal report is still subject to actual ocular inspection to determine its final appraised value.

Appraised by:


JOANNA MARIEL DE CASTRO
 CIAPPRAISER

Approved by:


ALEX A. SIAO, CE, LREA, LREB
 CAID Head
 PRC License No. 2571



Credit Management Division
Credit Appraisal and Investigation Department

APPRAISAL REPORT (RESTRICTED)
MOTOR VEHICLE

Account Name	: USB Antique Branch	Requested by	: Kenneth L. Fernandez
			: BLO - USB Antique Branch Lite
Purpose	: Updating of Appraised Value	Date Requested	: March 17, 2026
Date Inspected	: Table Appraisal	Date Received	: March 17, 2026
Date of Report	: March 18, 2026	Date Assigned	: March 17, 2026

A. GENERAL INFORMATION

This covers the appraisal of one (1) unit motor vehicle described as follows :

DESCRIPTION -	APPRAISED VALUE	CONDITION
Registered Owner	: UCPB Savings Bank, Inc. (Based on CR)	
CR No.	: 246440320 dated 07/04/2016	
OR No.	: 938131423 dated 07/04/2016	
MV File No.	: 0601-00000134350	
Brand	: Yamaha	
Make/Type	: FZ I BP71	
Model	: 2016	
Body	: Motorcycle	
Color	: Black	
Plate No.	: no plate number attached	
Chassis No.	: PA0RG3610G0001897 (Based on CR)	
Engine No.	: G3E3E0025411 (Based on CR)	
Displacement	: 150cc	
No. of Cylinder	: One (1)	
Transmission	: Manual	
Encumbered to	: None	
Tires	: <input checked="" type="checkbox"/> Complete (on stock) <input type="checkbox"/> Not complete	
Mags	: <input checked="" type="checkbox"/> on stock <input type="checkbox"/> Upgraded	
Basic tools	: <input type="checkbox"/> wrenches <input type="checkbox"/> screwdriver <input type="checkbox"/> Jack <input type="checkbox"/> Socket wrench <input type="checkbox"/> No tools	
Car Matting	: <input type="checkbox"/> complete set of 5 <input type="checkbox"/> Not complete	
Fuel Type	: Gas	
Odometer Reading	: NA kms. (As disclosed by the requestor)	

Total Appraised Value P 6,000.00 Poor
Condition

REMARKS :

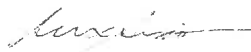
- 1 This report is a Table Appraisal only, no actual ocular inspection was conducted by the undersigned.
- 2 The unit in general is in Poor, not running and unserviceable condition as disclosed by the requestor.
- 3 Appraisal was conducted in reference to the images and disclosures of the requestor, and still subject to actual ocular inspection to determine its final appraised value.
- 4 This is a initial appraisal report based on the current market trend.

REPORT No.	TYPE	DATE	APPRAISER	TOTAL AV
1	Initial Appraisal	19-Feb-25	LPGumogda	P 9,500.00

Prepared By :


JOANA MARIE L. DE CASTRO
C/APPRAISER

Approved By :


ALEX A. SIAO, CE, LREA, LREB
CAID Head
PRC License No. 2571

IMAGES

