



FOR : ASSET DISPOSAL COMMITTEE

THRU : **Ma. Catalina M. Cruz**  
Head – Branch Banking Division  
*5/15/26*  
**Teoderick A. Aladin**  
Head – Branch Admin Support Department

FROM : **Riva O. Cuvin**  
Concurrent Region Head – Luzon I  
**Richard M. Montano**  
Branch Head – Tanza Branch  
**Maricar L. Estacion**  
Tanza Branch – Branch Operations Officer (FFE Custodian)

SUBJECT : ATM DISPOSAL

DATE : May 14, 2026

**ADCOM APPROVED**  
Signature *[Signature]* **5.26.26**

**PROPOSAL**

Requesting approval for the disposal of the following Unserviceable FFEs with details below:

ITEM/MODEL	SERIAL NUMBER	PCN	DATE ACQUIRED	ACQUISITION COST	NET BOOK VALUE (PHP)	APPRAISED/SALVAGE VALUE (PHP)	CONDITION STATUS	Mode of Disposal
Fuji Check Reader Model FB 30U	1115	20-231	10/21/2014	75,000.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE	Sale via Public Bidding
1 Casio Calculator for HR1D07M	1010013034	20-032	07/09/2013	1,759.75	1.00	50.00	DEFECTIVE / UNSERVICEABLE	Sale via Public Bidding
TPLINK 16 Port Desktop Switch	2169478001753	30-234	07/04/2017	1,300.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE	Sale via Public Bidding

**JUSTIFICATION**

- All FFEs mentioned are unserviceable and defective.
- Safekeeping of said units are not feasible due to space constraints.
- The cost of repair of FFEs are not practical and economical and there is no assurance as to how long it will be serviceable after the repair.

**RECOMMENDATION**

For the approval of the 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 TANZA	Unit Code 4700	Date March 30, 2025
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**TYPE OF REQUEST**  
NOTE: Check all appropriate boxes for expediency

<input checked="" type="checkbox"/> <b>Appraisal</b> <input type="checkbox"/> Real Estate <input type="checkbox"/> Vehicle <input checked="" type="checkbox"/> Machinery Equipment*** <input type="checkbox"/> Merchandise Inventory <input type="checkbox"/> Percentage Completion  ***Various FFE - Additional for table appraisal	<input type="checkbox"/> <b>Credit Investigation</b> <input type="checkbox"/> PDRI <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"/> Loan/Dex <small>[e-mail: LGANDEX-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.
UCPBS Tanza Branch	Collateral		
	Business/Factory		
Contact Person	Address		Tel./Cell No.
Maricar L. Estacion	Residence		
	Office	007A Soriano High Way, Daang Amaya 1, Tanza Cavite	0919-257-0836

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

<b>For Real Estate Appraisal - New</b> <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/ECT) <input type="checkbox"/> G.E. Plan (Lot Plan with location/vicinity map) <b>For Construction RCN</b> <input type="checkbox"/> Building Plans/Floor Plans <input type="checkbox"/> Bill of Materials	<b>For Vehicle Appraisal - New</b> <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 <b>For Real Estate Appraisal or Vehicle Appraisal - Updating</b> <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

<b>Requested by / Tel No.</b>  Maricar L. Estacion-800 <small>Signature over Printed Name/Designation</small>	<b>Approved by</b>  Richard M. Montano-Branch Head <small>Signature over Printed Name/Designation</small>	<b>Remarks</b>  
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**THIS PORTION TO BE FILLED UP BY CAID**

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



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

TO: Maricar L. Estacion  
BOO- UCPB Savings Bank, Tanza Branch

DATE: April 1, 2026

SUBJECT: FFE Appraisal Report - Ucpb Savings Bank, Tanza Branch

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

ITEM / MODEL	SERIAL NUMBER	PROPERTY CONTROL NUMBER	DATE ACQUIRED	ACQUISITION COST (PhP)	NET BOOK VALUE (PhP)	APPRAISED / SALVAGE VALUE (PhP)	CONDITION / STATUS
Fuji Check Reader Model FB 30U	1115	20-001	October 21, 2014	175,560.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
Casio Calculator HR-100Tm with adaptor	1010013034	20-032	July 9, 2013	1,759.75	1.00	50.00	DEFECTIVE / UNSERVICEABLE
TPLINK 16-port Desktop Switch	2.16948E+12	30-234	July 4, 2017	1,300.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
<b>Total</b>						<b>150.00</b>	

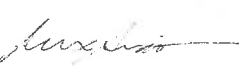
Note :

1. This report is a Table Appraisal only. No actual ocular inspection and testing were conducted for the subject units.
2. The Appraised Value rendered by CAID were only based on the images, informations and disclosures of the requestor.
3. Images attached for ready reference.
4. These FFEs subject of valuation are all unserviceable now due for diposal purposes.
5. Physical deterioration, Functional Obsolescence and Market Resistance were given due consideration to arrived at our opinion of the Appraised / Salvage Value.

Appraised By:

  
JOSE PAULO R. ODA  
CI/APPRaiser

Approved By:

  
ALEX A. SIAO, CE, LREA, LREB  
CAID Head  
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