



FOR : ASSET DISPOSAL COMMITTEE

THRU : MA. CATALINA M. CRUZ
Branch Banking Division Head

: TEODORICO A. ALADIN
Branch Admin Support Head

FROM : RIVA O. CUVIN
Region Head-Luzon 2

: MARIA ROSARIO B. PEREZ
Branch Head

: CHARLOTTE S. NOMINADOR
Branch Operations Officer

SUBJECT : Disposal Request of Unserviceable FFE's

DATE : June 4, 2026



Proposal:

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

ITEM/ MODEL	MODEL BRAND	PCN	DATE ACQUIRED	ACQUISITION COST	NBV	APPRAISED/SALVAGE VALUE	CONDITION	MODE OF DISPOSAL
1 Unit HP pro 1 400G-A10	HP	30-050	03/30/2015	36,903.00	1.00	200.00	DEFFECTIVE/UN SERVICEABLE	Sale via public bidding
1 Unit Canon Printing Calculator	Canon	24-019	12/6/2017	4,955.00	1.00	50.00	DEFFECTIVE/UN SERVICEABLE	Sale via public bidding
1 unit Epson FX 2175	Epson	30-051	6/4/2015	19,250.00	1.00	50.00	DEFFECTIVE/UN SERVICEABLE	Sale via public bidding
1 unit Epson L120	Epson	30-053	9/30/2015	4,800.00	1.00	50.00	DEFFECTIVE/UN SERVICEABLE	Sale via public bidding
1 unit Samsung Bin1 Multi-Function Printer	Samsung	30-039	01/30/2012	16,700.00	1.00	50.00	DEFFECTIVE/UN SERVICEABLE	Sale via public bidding
1 Unit Thermal Scanner-Gun type	Sunthor	20-037	06/11/2020	2,300.00	1.00	25.00	DEFFECTIVE/UN SERVICEABLE	Sale via public bidding

Background:

Alaminos Branch will dispose unserviceable FFE's

Justifications:

- All FFE's has served its purpose and was fully depreciated according to its book value.
- Safekeeping of said units are not feasible due to space constraints.
- The cost of repair of FFE's are not economical and there are no assurance as to how long it will be serviceable after repair.
- If sold based on the salvaged/appraised value, the bank will have an income of P425.00

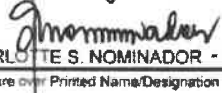
Recommendation:

For approval to 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 ALAMINOS BRANCH		Unit Code 4640		Date: June 4, 2026		
TYPE OF REQUEST						
<i>NOTE: Check all appropriate boxes for expediency</i>						
☐ Appraisal ☐ Real Estate ☐ Vehicle ☒ Machinery Equipment ☐ Merchandise Inventory ☐ Percentage Completion ☐ Credit Investigation ☐ PDRN ☐ BVR ☐ EVR ☐ Court Case ☐ Bank Checking ☐ Trade Checking ☐ Title Verification ☐ Car History ☐ CMAP/File Check <i>(e-mail: usb-cmap@ucpbsavings.com)</i> ☐ NFIS <i>(e-mail: usb-cmap@ucpbsavings.com)</i> ☐ LoanDex <i>(e-mail: LOANDEX-CAID@ucpb.com)</i> ☐ Asset Checking <i>(Specify address/location)</i> ☐ Others _____						
Account Name		Address		Tel./Cell No/s.		
		Residence	DEL PILAR ST. POBLACION 1, ALAMINOS LAGUNA		049-5671296	
USB-ALAMINOS		Business/Fact ory				
Contact Person		Address		Tel./Cell No/s.		
		Residence				
		Office	USB ALAMINOS LAGUNA BRANCH		049-5671296	
CHARLOTTE S. NOMINADOR						
SUPPORTING DOCUMENTS ATTACHED						
<i>NOTE: Request shall be returned if supporting documents for each type of request is not complete/attached.</i>						
For Real Estate Appraisal - New ☐ Photocopy of Official Receipt as proof of payment of standard fee ☐ Clear back-to-back copy of titles (OCT/TCT/CCT) ☐ G.E. Plan (Lot Plan with location/vicinity map) For Construction RCN ☐ Building Plan/Floor Plans ☐ Bill of Materials For Vehicle Appraisal - New ☐ Photocopy of Official Receipt as proof of payment of standard fee ☐ Clear copy of Current LTO - Official Receipt ☐ Clear copy of Current LTO - Certificate of Registration For Real Estate Appraisal or Vehicle Appraisal - Updating ☐ Previous Report						
FINANCIAL DEALINGS						
<i>NOTE: Fill-up bank details to facilitate request for bank checking.</i>						
Name of Referred Bank		Branch		Account Number		
				Type of Account ☐ Current ☐ Savings ☐ Time Deposit ☐ Current ☐ Savings ☐ Time Deposit ☐ Current ☐ Savings ☐ Time Deposit ☐ Current ☐ Savings ☐ Time Deposit		
Requested by / Tel No.		Approved by		Remarks		
 CHARLOTTE S. NOMINADOR - 800 <i>Signature over Printed Name/Designation</i>		 MARIA ROSARIO B. PEREZ - 8M <i>Signature over Printed Name/Designation</i>				
THIS PORTION TO BE FILLED UP BY CAID						
Assigned by		CAID stamp of receipt				
		<i>Note: Indicate time received</i>				
Assigned to						
Date Assigned						
Date Needed						
Date Submitted						
CAID Officer						

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

TO: Charlotte S. Nominador
BOO, USB - Alaminos Branch

DATE: 04-Jun-26

SUBJECT: FFE Appraisal Report for USB Alaminos Branch

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
1 Unit HP pro1 400G1A10	HP	30-050	3/30/2015	36,903.00	1.00	200.00	DEFECTIVE / UNSERVICEABLE
1 Unit - Canon Printing Calculator	Canon	20-019	12/6/2017	4,995.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit - Epson FX 2175	Epson	30-051	6/4/2015	19,250.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit - Epson L120	Epson	30-053	9/30/2015	4,800.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit - Samsung 3in1 Multi Function Printer	Samsung	30-039	1/30/2012	16,700.00	1.00	50.00	DEFECTIVE / UNSERVICEABLE
1 Unit - Thermal Scanner-Gun Type	Sunphor	20-037	6/11/2020	2,300.00	1.00	25.00	DEFECTIVE / UNSERVICEABLE
Total -						425.00	

- 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.

Appraised by:

LESTER JOHN P. GUMOGDA
CII/BPMASTER

Approved by:

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