PAYMENT FOLLOW-UP FOR THE 2008 BAGUIO TEACHERS CAMP CENTENNIAL COMMEMORATIVE PLATES

To Schools Division Superintendents
Division Supply Officers

1. This is with regard to the follow-up payment for the 2008 Centennial Commemorative Plate from the Baguio Teachers Camp, Baguio City.

2. In 2008, the Baguio Teachers Camp distributed these commemorative plates to the Regional Office through then Regional Director George R. Garma. The plates were given to all division offices, and some identified recipient schools.

3. Unfortunately, due to typhoon "Ondoy," the records of our office were destroyed. We are unable to retrieve the necessary documentation for the plates.

4. It would be very much appreciated if you could trace any available document regarding these commemorative plates and process the payment directly to the Baguio Teachers Camp, copy furnished this office.

5. For your immediate compliance.

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

09 March 2023

Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone Nos.: 02-8682-5773/8684-4914/8647-7487
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph
February 14, 2023

ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director
Department of Education - Region IV-A (CALABARZON)
Gate 2 Karangalan Dr, Karangalan Village
1900 Cainta, Metro Manila

Dear Director Escobarte,

Greetings!

Our receivables record shows that your office has an outstanding balance of **One Hundred Forty-Two Thousand Five Hundred Pesos (Php 142,500.00)** for the Commemorative Plates issued to your office during the Baguio Teachers Camp Centennial in 2008. This was a project covered by DepED Memorandum No. 511 s. 2008 and DepED Memorandum No. 15 s. 2009, with details as follows:

- a. Fifty-Nine (59) car plates were issued to your office per attached distribution matrix;
- b. Two (2) pcs. were reported as sold and remitted to our office as of this date;
- c. None were returned as of this date.

We sent collection letters in May 30, 2011, June 18, 2012, June 21, 2017 and July 9, 2020 but we did not receive any response from your office. Please refer to the attached Statement of Account, distribution matrix, and sample pictures of the commemorative plates.

For your questions and/or updates, you may call us at (074) 442-2659 or message us at +63 999 888 9883 and/or e-mail us at btc.financesection@gmail.com. We look forward to your preferential action on this matter.

Very truly yours,

Diosdado S. Medina, Ed. D.
Camp Superintendent

Inc. as stated:
# Statement of Account

**DepEd Region IV-A (Calabarzon)**  
Baguio Teachers Camp Commemorative Plate  
As of February 14, 2023

<table>
<thead>
<tr>
<th>Particulars</th>
<th>OR No.</th>
<th>Date</th>
<th>Qty</th>
<th>Amount @ P2,500 each</th>
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**Notes:**  
*The distribution of car plates per Division was undertaken by the Regional Office. See attached distribution list.*  
**If deposits were already made to the account of BTC-DepEd and were not reflected in the SOA above, please email scanned copy of approved disbursement voucher or deposit slip to blessing.macabio@deped.gov.ph

**Certified Correct:**  
**Blessing Kith D. Macabio**  
Accountant II

**Noted by:**  
**Ma. Susan T. Bustarde**  
Administrative Officer V
## Matrix for the Distribution of
BTC Commemorative Plate Per Region, DepEd-Co, BTC

As of January 13, 2010

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DepED MEMORANDUM
No. 511, s. 2008

RULES AND REGULATIONS ON THE USE OF THE DEPED BTC
COMMENORATIVE LICENSE PLATE

To: Undersecretaries
   Assistant Secretaries
   Bureau Directors
   Directors of Services, Centers and Heads of Units
   Regional Directors
   Schools Division/City Superintendents

1. In commemoration of the Centennial of Baguio Teachers Camp (BTC),
   authority was granted to the Department of Education (DepED) to issue a
   Commemorative License Plate under Land Transportation Office (LTO)
   endorsement and Department of Transportation and Communication (DOTC)
   approval for the exclusive use of bonafide officials, teachers, personnel,
   students, and stakeholders of the Department.

2. The use of the commemorative plate and the accompanying windshield
   sticker is authorized under Presidential Memorandum Order No. 405 and LTO
   Memorandum dated October 6, 1997 which specifies the conditions under
   which the plate may be issued and used. It is valid for one (1) year and the use
   thereof beyond April 2008 may be extended upon the request of the Department.

3. The commemorative license plate may be obtained from Baguio Teachers
   Camp’s Administration Building and from the Office of the Assistant Secretary
   for Special Projects and Legislative Liaison, DepED Central Office at the cost of
   P2,500.00 per plate. All proceeds from the sale shall go to the rehabilitation of
   Benitez Hall, the main conference venue of the Camp.

4. Personalized plates may be ordered so long as the characters do not
   exceed six (6) characters.

5. All those issued the commemorative plate shall abide by the following
   guidelines:
   a. The commemorative plate shall be installed on top of or
      superimposed on the regular front plate of the motor vehicle.
      The accompanying sticker shall be installed on the left hand
      side of the windshield together with the LTO registration
      stickers. Placing the commemorative plate at the rear of the
      motor vehicle is strictly prohibited and shall subject the owner
      to penalties;
   b. Removal of any of the regular plates to accommodate the
      commemorative plate is strictly prohibited;
c. The duly accomplished Certificate of Authorization (CA) together with the machine copy of the LTO Certificate of Registration (CR) and Official Receipt (OR) must be retained inside the motor vehicle at all times. In case of inspection and/or accident, the CA shall be presented to the law enforcement officer concerned; and
d. A copy of this Memorandum shall also be retained inside the vehicle for easy reference.

6. Corollary to DepED Memorandum No. 238, s. 2008, the following guidelines are hereby adopted in the sale and remittance of proceeds from the sale of the plates:

a. DepED field offices shall be issued commemorative license plates for sale on consignment basis;
b. Field offices shall issue acknowledgment receipt to buyers of the commemorative license plate;
c. Collections shall be remitted to BTC in the form of cash or check or deposited to BTC DBP Account No. 0501-0042-55030;
d. If collections are deposited, field offices shall fax a copy of the validated deposit slip to BTC thru fax no. 074-4424417 c/o Ms. Jane Contapay or Ms. Yolly Pascua;
e. BTC shall issue Official Receipts to field offices to acknowledge receipt of collections;
f. All collections (either in cash or check) shall be deposited intact to the said account and disbursements shall be in accordance with existing rules and regulations; and
g. All unsold units shall be returned to BTC.

7. For more information, please contact the Office of the Assistant Secretary for Special Programs and Legislative Liaison at tel. nos. (02) 633-7224 or (02) 633-1940 or the BTC Management at 074-4423517 or 074- 4427148.

8. Immediate and wide dissemination of this Memorandum is desired.

JESLI A. LAPUS
Secretary

Reference: DepED Memorandum: No. 238, s. 2008
Allotment: 1—(D.O. 50-97)
To be indicated in the Perpetual Index
under the following subjects:

STUDENTS  TEACHERS
OFFICIALS  RULES & REGULATIONS

Sally: use of dped BTC commemorative license plate
October 20, 2008
DepED MEMORANDUM
No. 15, s. 2009

AMENDMENT TO DEPED MEMORANDUM NO. 511, S. 2008
(Rules and Regulations on the Use of the DepED BTC Commemorative Plate)

To: Undersecretaries
   Assistant Secretaries
   Bureau Directors
   Regional Directors
   Schools Division/City Superintendents
   All Others Concerned

1. Item No. 6, Paragraph c of DepED Memorandum No. 511, s. 2008 is hereby corrected to read as follows:

   "c. Collections shall be remitted to the BTC in the form of cash or check or deposited to DepED-Baguio Teachers Camp DBP Account No. 510004255030."

2. Immediate and wide dissemination of this Memorandum is desired.

JESLI A. LAPUS
Secretary

Reference: DepED Memorandum: (No. 511, s. 2008)
Allotment: 1—(D.O. 50-97)
To be indicated in the Perpetual Index
under the following subjects:

AMENDMENT
CHANGE
STUDENTS
OFFICIALS
TEACHERS
RULES & REGULATIONS

Sally: corr. to do. no. 511, s. 2008
January 12, 2009