



Republic of the Philippines
DEPARTMENT OF EDUCATION
Negros Island Region

SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division
Capitol Area, Dumaguete City

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SGOD Office [035] 225 - 6180

September 13, 2016


DIVISION MEMORANDUM

No. 542 s. 2016

***SALAMAT PO* LETTER WRITING PROJECT YEAR 4**

TO: All District Supervisors
Elementary & Secondary School Heads of Public and Private Schools
All Others Concerned

1. In reference to **Regional Memorandum No. 213 S. 2016**, the **Philippine Postal Corporation** will launch the "***Salamat Po* Letter Writing Project Year 4**". You are hereby encouraged to join such undertaking which will be conducted from August 2016-February 2017.
2. The competition is open to all elementary and secondary students from public and private schools which aims at instilling the value of gratitude and positivism among youth; developing the writing skills of students and bringing back the passion for letter writing despite the existence of modern means of communication.
3. For more details on the contest guidelines/mechanics, please scrutinize the attached **DepEd Memorandum No. 113 S. 2016**.
4. Giving more enlightenment on this matter, you can coordinate and keep in touch with **Mr. Rafael C. Quirante, Jr. Postmaster- Dumaguete City** at (035) 422-8165 or 0935-626-1755.
5. Widest and immediate dissemination of this memorandum is desired.


LELANIE T. CABRERA, CESE
Assistant Schools Division Superintendent
Officer In-Charge
9/15/16

LTC/rbp/jcc

15 SEP 2016



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF EDUCATION
NEGROS ISLAND REGION




August 26, 2016

REGIONAL MEMORANDUM
No. 215, s. 2016

***SALAMAT PO* LETTER WRITING PROJECT YEAR 4**

To: Schools Division Superintendents
School Heads of Public and Private Elementary and Secondary Schools
All Others Concerned

1. The Philippine Postal (PHLPost) Corporation in partnership with the Department of Education (DepEd), will launch the ***Salamat Po* Letter Writing Project Year 4**, which will be conducted from August 2016 to February 2017.
2. The contest is open for all elementary and secondary students from public and private schools.
3. This undertaking aims to:
 - a. instill the value of gratitude and positivism among youth;
 - b. develop the writing skill of students;
 - c. bring back the passion for letter writing despite the existence of modern means of communication.
4. For contest guidelines/mechanics, please refer to the attached DepEd Memorandum No. 113, s. 2016.
5. Please coordinate with Mr. Rafael C. Quirante, Jr. Postmaster – Dumaguete City at (035) 422-8165 or 0935-626-1755.
6. All Secondary Schools, both public and private are encouraged to participate.
7. For information and widest dissemination.


GILBERT S. SADOSAD
Director III
Officer-In-Charge
Office of the Regional Director

ORD/gls

DepEd-NIR Office, West City Elementary School Campus, Dumaguete City, 6200
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Republic of the Philippines
PHILIPPINE POSTAL CORPORATION
Area 5 - Western Visayas Area



August 17, 2016

Dr. GILBERT T. SADSAD
Regional Director
DEP ED- Negros Island Region
6200 Dumaguete City

Dear Dir. Sadsad:

In partnership with the Department of Education and the *Komisyon ng Wikang Filipino*, PHLpost is now on its 4th year of implementation of "Salamat Po" Letter Writing Project which will run from August 2016 to February 2017. This is open for elementary and secondary students from both public and private schools nationwide. With this in mind, may we request your good office to endorse our project to all superintendents, district supervisors and principals of the schools within the region. Attached herewith is the DepEd Memorandum No. 113 dated July 22, 2016 for your information and reference.

The objective of this undertaking is to instill the values of gratitude and positivism among youth, more importantly, to encourage students to compose and write letters. Thus, we will indeed appreciate it better, if we will be permitted to meet the teachers and students in their respective classrooms to discuss the mechanics of the project in detail.

Coordination may be done with Tess D. Planco, Marketing Specialist telephone number 033-5098483 or through email at tess.alexis@yahoo.com.

Your usual support to this worthy endeavor is highly appreciated.

Very truly yours,


FABIOLITA P. FERRARIS, CESO III
Director IV

ON MAIN CONTACT:

PATROL E. QUIRANTE, JR.
Postmaster - Dg to Cdn
035-422-8165
09256261777 www.phlpost.gov.ph



Republic of the Philippines
Department of Education

22 JUL 2016

DepEd MEMORANDUM
No. 113 2016

SALAMAT PO LETTER WRITING PROJECT YEAR 4

To: Undersecretaries
Assistant Secretaries
Bureau and Service Directors
Regional Directors
Schools Division Superintendents
Public and Private Elementary and Secondary Schools Heads
All Others Concerned

1. The Philippine Postal Corporation (PHLPost), in partnership with the Department of Education (DepEd), will launch the *Salamat Po Letter Writing Project Year 4*. This activity will be conducted from September to October 2016.
2. The Project aims to:
 - a. educate the youth about the essence of appreciation *Salamat Po* attitude through letter writing;
 - b. promote positivism among the youth by appreciating the good deeds instead of criticizing each other;
 - c. develop the writing skills of the learners;
 - d. uplift the morale of the public servants;
 - e. foster love, friendship and strong family ties; and
 - f. bring back the passion for letter writing despite the existence of modern means of communications, like cellular phones and the social network.
3. The Project is open to all elementary, high school and college students from both public and private schools and institutions nationwide.
4. Enclosed is the Mechanics of the activity.
5. For more information, all concerned may contact Mr. Joel L. Otarna, Corporate Officer-in-Charge, Philippine Postal Corporation (PHLPost), 3rd Floor Central Post Office Building, Liwasang Bonifacio, Manila at telephone nos. (02) 527-8327 and (02) 527-8328; telefax no. (02) 527-0034 or visit the official Website: www.phlpost.gov.ph.
6. Immediate dissemination of this Memorandum is desired.


LEONOR MAGTOLIS BRIONES
Secretary

**PHLPOST "SALAMAT PO" LETTER WRITING PROJECT YEAR 4
MECHANICS**

1. This Letter Writing Project is open to all Elementary and High School (Junior and Senior) students from both public and private institutions nationwide.
2. Students shall be encouraged to write "thank you" letters to anyone they want using Filipino/mother tongue or English Language following the proper format of writing a letter (place and date, addressee's address, opening and closing salutation and signature.)
3. PHLPost employees' children and relatives who are still in elementary and high school levels are qualified to join the "Salamat Po" Project.
4. The letter shall be handwritten and mailed to addressee via the post office and accredited postal stations only and should specify the Name of the School and Teacher and send it via Ordinary mail service with postage rate of P10.00 (1-2 pages only) for delivery anywhere in the Philippines. Students may also send letters/postcards/aerogramme abroad using Airmail service, published rates applied.
5. For every "Salamat Po" entry sent via postal service, or any of the accredited postal station, the mailer shall be entitled to one (1) Raffle Ticket, upon payment of the corresponding postage fee.
6. If the "Salamat Po" Entry letter to be sent is for outside the country, Published Rates shall apply, and entitled to 2 Raffle Tickets.
7. Raffle stub shall be properly filled up and duly signed by the mailer and the teacher who encourages the mailer to write. Raffle stub shall be dropped at the designated drop boxes located at all Post Offices, accredited Postal Stations, Post Offices Located in Robinsons, SM and other malls with Postal Counters.
8. The name of teacher, School and its contact number and address should be clearly written in the raffle stub. The Postmaster shall check if all information is filled out.
9. In areas where post offices/postal stations are not accessible to students, PHLPost and Postal Station Operators shall schedule the pick-up of all mails upon request of the school heads and shall see to it that postage fees are paid and raffle tickets are duly issued. Entries shall be properly dropped at designated drop boxes.
10. In celebration of the "Buwan ng Wika", during the month of August, Students are encouraged to write "THANK YOU" letters for their parents, relatives, friends, and teachers or to anyone, using Filipino Language, following the proper format of writing a letter.
11. In celebration of the "National Teachers Month" students are encouraged to send "THANK YOU" letters to their teachers from September 2016 to October 2016. College and Pre-school Students are also qualified to join within this period.

12. The schools are also encouraged to conduct letter writing activities during Family Day and any other events where letter writing activities are appropriate. E.g. Letter to 'Ninong and Ninang' on December and Love Letter on Valentine's Day.
13. In areas where post offices are not accessible to students, PHLPost shall schedule a pick-up of all entries, upon request of the school heads.
14. One (1) Semi-Grand Draw winner will be drawn from each Area on March 15, 2017. The teacher of the winning student as well as the school will also receive the cash prize of P10, 000.00 as the student.
15. One (1) Grand Draw winner shall be drawn. The School and the teacher of the Grand Draw winner will receive the same amount of P50, 000.00 as the student.
16. The Grand Raffle Draw shall be held at the Philpost Central on April 2017 during the celebration of PHLPOST ANNIVERSARY. The awarding of prizes for the grand draw shall be held at the school of the winning entry preferably during the flag ceremony within the month of June of the next school year 2017.