

Republic of the Philippines
PHILIPPINE POSTAL CORPORATION
NORTHWEST LUZON AREA
Administrative Center
San Fernando City, 2500 La Union

PHLPOST
The Best Phil Postal Service

OFFICE OF THE AREA DIRECTOR

23 October 2019

Dir. May B. Eclar
Regional Director
Department of Education, CAR
La Trinidad, Benguet

Madam:

In recognition to the invaluable contribution of the teachers who continue to inspire and dedicate their time and effort in guiding the Filipino Youth, the Philippine Postal Corporation is celebrating its' **7th year of the "Salamat Po, Teacher " Letter Writing Contest to students from kindergarten to Grade 12.**

The program also aims to improve the literacy skills of the students, provide them the opportunity to convey their appreciation of the contributions of teachers through letter writing which shall be sent via post office. Further, the activity also entitles them a chance to win cash prizes during the Grand Raffle Draw.

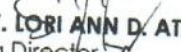
Relative to this, may we request authority to introduce the program in public and private schools in CAR through the schools divisions.

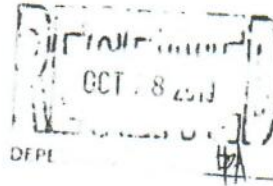
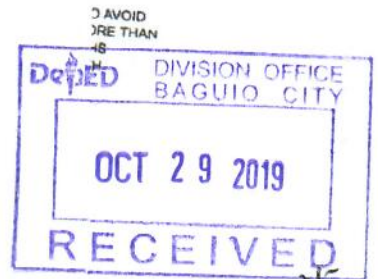
Attach is a copy of the Memorandum of Undersecretary Tonisito M.C. Umali, Esq. Department of Education dated 19 August 2019 and the Program Mechanics, for your reference.

We look forward to a fruitful partnership in this endeavor.

Thank you.

Very truly yours,


ATTY. LORI ANN D. ATAL
Area Director



DST
in Color



Republic of the Philippines
Department of Education
Cordillera Administrative Region
Wangal, La Trinidad, Benguet




ENDORSEMENT

TO: **SCHOOLS DIVISION SUPERINTENDENTS
ALL DIVISIONS
ALL OTHERS CONCERNED**


October 29, 2019

For information and guidance.

//ORD/mbe/eap


MAY B. ECLAR, Ph.D., CESO V
Regional Director

To: All School Administrators, Principals & Teachers In-Charge
(Kindergarten / Elementary & Secondary)
FOR YOUR INFORMATION & APPROPRIATE ACTION

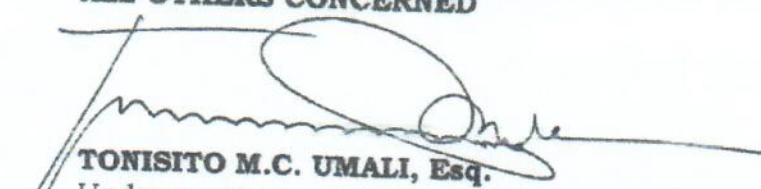

MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent

Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY
Tanggapan ng Pangalawang Kalihim

MEMORANDUM

OU-LAPP No. 317, s.2019

TO : **REGIONAL DIRECTORS
SCHOOLS DIVISION SUPERINTENDENTS
PUBLIC AND PRIVATE ELEMENTARY AND
SECONDARY SCHOOLS HEADS
ALL OTHERS CONCERNED**

FROM : 
TONISITO M.C. UMALI, Esq.
Undersecretary

SUBJECT : **"SALAMAT PO" LETTER WRITING ADVOCACY
PROGRAM**

DATE : August 19, 2019

The Department of Education (DepEd) shall commemorate this year's National Teachers' Day and World Teachers' Day Celebrations on **October 05, 2019** at the **Atrium, Limketkai Center, Lapan, Cagayan de Oro** with the theme: **"Gurong Pilipino: Kasama sa Mapagpalayang Edukasyon."** The abovementioned event will be participated by teacher-participants from all regions, and representatives from Commission on Higher Education (CHED) and Technical Education and Skills Development Authority (TESDA).

Relative to the above mentioned celebration, the Philippine Postal Corporation (PHLPost), in partnership with DepEd, shall launch the 7th year of the *Salamat Po! Letter Writing Advocacy Program* for Elementary to Grade 12 students. The program aims to recognize their invaluable contribution of the teachers who continue to inspire and dedicate their time and effort in guiding the Filipino youth. The following activities are included in the conduct of the 7th *Salamat Po! Nationwide Letter Writing Advocacy Program*:

1. "Salamat Po, Teacher!" Nationwide Letter Writing Raffle Promo
2. "Salamat Po, Teacher!" Special Teachers' Day Raffle Promo
3. "Salamat Po, Teacher!" Nationwide Letter Writing Competition
 - a. Regional On the Spot Letter Writing Competition
 - b. National On the Spot Letter Writing Competition
4. Salamat Po! Knowledge Building Program
5. Universal Postal Union (UPU) International Letter-Writing Competition for Young People

The Program is open to all elementary and high school students from private and public schools nationwide. The duration of the program will be from September 2019 to March 2020.

To encourage the participation of the students and advance PHLPost's advocacy, homeroom or subject area teachers may integrate letter writing during homeroom period or in applicable subject area/s and make said activity as a project for the students. The learners may then opt to drop their letters to the mailbox provided by PHLPost.

Enclosed in this Memorandum are the different projects and their respective guidelines and mechanics integrated in the said program for your reference.

For more information, you may contact Ms. Bea Gervacio of PHLPost at telephone numbers (02) 524-8771 or 527-9605.

Thank you very much.

ACTIVITY : "SALAMAT PO, TEACHER!" LETTER WRITING RAFFLE PROMO
(SPT Raffle Promo and SPT Grand Draw)

Date : September 2019 – April 2020

MECHANICS

1. Students from Kindergarten to Grade 12 are encouraged to write "thank you" letters to their teachers and send it via the post office.
2. The letters must be in proper letter writing format (place, date, address, opening and closing salutation and signature) using any language or dialect preferred by the sender.
3. The letter must be sealed in an envelope with the complete details of the sender and addressee clearly written and visible (complete names and addresses of the sender and recipient).
4. The letter envelope must be properly labeled with "Salamat Po, Teacher! Year 7" for proper identification.
5. For every "Salamat Po, Teacher" entry sent via the postal service, the student shall be entitled to one (1) Raffle Ticket, upon payment of the corresponding special postage rate of P12.00 for delivery anywhere in the Philippines.
6. Thank you letters and cards to be sent outside the Philippines shall be charged with published rates but entitled to 2 raffle tickets.
7. Raffle stub shall be properly filled out, duly signed by the mailer/ student and his/her contact number and name of the school shall be clearly written on the Raffle stub.
8. The Postmaster shall check if all information is filled out.
9. The Raffle Stub shall be dropped at the designated drop boxes located at all Post Offices, Post Offices located in Robinsons, SM and other malls with Postal Counters.
10. In areas where post offices are not accessible to students, PHLPost 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.
11. Other individuals are also encouraged to send "Thank You" Letters to their teachers via the post office, the special postage fee of P12.00 shall apply for delivery anywhere in the Philippines. Individuals who will send letters not included in the specified participants (Kindergarten to Grade 12) are not entitled to raffle tickets.
12. During the **Grand Raffle Draw** on **March 2019** one (1) winner will be drawn for Luzon, one (1) winner for Visayas and one (1) winner for Mindanao. A total of three (3) students, three (3) teachers, and three (3) schools will have a chance to win P10,000.00 each.

SALAMAT POI NATIONWIDE LETTER WRITING COMPETITION
REGIONAL ON THE SPOT LETTER WRITING COMPETITION (ROTS Y7)
NATIONAL ON THE SPOT LETTER WRITING COMPETITION (NOTS Y7)
KNOWLEDGE BUILDING PROGRAM (SPT KBP)

Date : January 2020 – March 2020

MECHANICS

1. Participants aged 10 to 15 (as of May 2020) of the SPT Raffle Promo are eligible to participate in the letter writing competition.
2. The letter writing competition shall have two (2) stages: ROTS Y7 and NOTS Y7
3. ROTS shall be implemented on a per Area basis. Area Offices shall conduct the collection and selection of the top three (3) Area winners in partnership with Department of Education Regional Office for the judging of compositions
4. ROTS participants shall compose their letter bearing NTM's four (4) A's of Gratitude (Appreciation, Admiration, Approval, and Attention) as theme.
5. Participants shall send their compositions to the Office of the Area Director of their assigned Areas. The Area Marketing Specialist shall coordinate with the participants from their respective Areas
2. The regional on the spot letter writing competition shall be conducted January 2020. Postal Area Offices shall notify the winners on the schedule, mechanics, and criteria of the activity
3. Two (2) winners per Postal Area Office from the regional competition shall qualify for the national on-the-spot letter writing competition in preparation for the UPU International Letter Writing Competition for Young People
4. The Area Marketing Specialists shall notify and coordinate with the top 2 winners of their respective Area Offices on the schedule and activities of the national on the spot letter writing competition. Additional information shall be sent to the Areas.
5. The National On the Spot Letter Writing Competition is scheduled on March 2020 in Metro Manila
6. Participants shall be flown in Manila for a three (3) day immersive tour, including the NOTS Competition.
7. A Knowledge Building Activity (SPT KBP) shall be conducted a day prior to the competition where participants shall be toured in various historical venues in Manila, including the Manila Central Post Office.
8. Participants are required to be dressed in their school uniforms on the day of competition.
9. Travel expenses, meals, and accommodation during the three (3) day activity shall be shouldered by the corporation.
10. Travel expenses shall be forwarded in advance to the Area Offices for their processing and use, solely for the transportation of the participants and shall be subjected to the usual accounting and auditing rules