



Republic of the Philippines  
**Department of Education**


MIMAROPA REGION  
SCHOOLS DIVISION OF OCCIDENTAL MINDORO

DEP-ED OCCIDENTAL MINDORO  
RELEASED  
DATE: APR 19 2022  
DIVISION OFFICE  
ORIENTAL MINDORO

Office of the Schools Division  
Superintendent

**DIVISION MEMORANDUM**  
000163

**TO:** OIC-Assistant Schools Division Superintendent  
Chief Education Supervisors, SGOD/CID  
Education Program Supervisors  
Public Schools District Supervisors  
Public Secondary School Heads  
Public Elementary School Heads  
All Others Concerned

**FROM:**   
**LYNN G. MENDOZA**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

**SUBJECT:** **PHILIPPINE POSTAL CORPORATION (PHLPOST) AND UNIVERSAL  
POSTAL UNION'S (UPU 51<sup>ST</sup> INTERNATIONAL LETTER WRITING  
COMPETITION FOR THE YOUNG PEOPLE)**

**DATE:** April 19, 2022

Attached is a Regional Unnumbered Memorandum, dated April 13, 2022, regarding the "Philippine Postal Corporation (PhlPost) and Universal Postal Union's (UPU 51<sup>st</sup> International Letter Writing Competition for the Young People)," contents of which are self-explanatory.

For immediate dissemination.

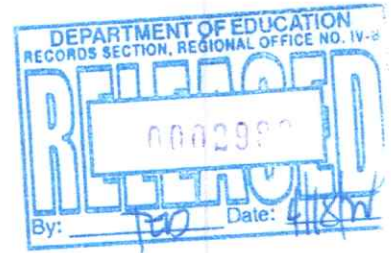
Sgod/pdo-yfd



✉ Brgy. Payompon, Mamburao, Occidental Mindoro  
☎ 0906-550-1840/0929-630-1538  
✉ occidental.mindoro@deped.gov.ph  
📘 DepEd Tayo Occidental Mindoro/DepEd Occidental



Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION



Office of the Regional Director

**MEMORANDUM**

TO : **ALL SCHOOLS DIVISION SUPERINTENDENTS**

FROM : **NICOLAS T. CAPULONG, PhD, CESO III**  
Director IV  
Regional Director

SUBJECT : **PHILIPPINE POSTAL CORPORATION (PHLPOST) AND  
UNIVERSAL POSTAL UNION'S (UPU) 51<sup>ST</sup>  
INTERNATIONAL LETTER WRITING COMPETITION  
FOR THE YOUNG PEOPLE**

DATE : April 13, 2022

Attached is OU-LAPP Memorandum No. Q-125, S. 2022 from the Office of USec. TONISITO M.C. UMALI, ESQ., Undersecretary for Legislative Affairs, External Partnerships, and Project Management Service regarding the Philippine Postal Corporation (PHLPOST) and Universal Postal Union's (UPU) 51<sup>st</sup> International Letter Writing Competition for the Young People, which is self-explanatory.

Immediate dissemination of this Memorandum is desired.





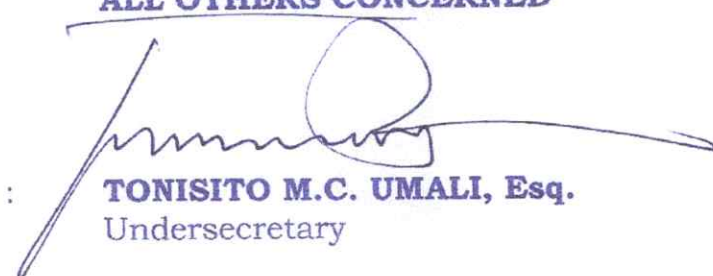
Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY  
*Tanggapan ng Pangalawang Kalihim*

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OULAPP No. Q-125, s. 2022

**MEMORANDUM**

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 : **PHILIPPINE POSTAL CORPORATION (PHLPOST)  
AND UNIVERSAL POSTAL UNION'S (UPU) 51st  
INTERNATIONAL LETTER WRITING COMPETITION  
FOR YOUNG PEOPLE 2022**

DATE : March 29, 2022

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The Philippine Postal Corporation (PHLPost) has been a partner of the Department of Education (DepEd) and annually sponsors the Commemorative Stamps for the celebration of the National Teachers' Month (NTM). In line with its annual Letter-Writing Competition, PHLPost and the Universal Postal Union (UPU) will be holding the **51<sup>st</sup> International Letter-Writing Competition for Young People 2022**.

The letter-writing competition aims to intensify the promotion of literacy through letter-writing. The contest is designed to develop young people's skills in composition and the ability to express their thoughts clearly, to foster enjoyment of letter-writing and to help strengthen the bonds of international friendship. The contest's theme is **"Write a Letter to an Influential Person about Why and How to Take Action on Climate Change."**

The contest is open to all learners aged 9 to 15 years old from both public and private schools. To encourage the participation of the learners and advance PHLPost's advocacy, the homeroom and/or English teachers may make said letter-writing as a project for the learners. Entries may only be submitted via Domestic Express Mail Service (DEMS). Entries sent to other courier services

shall be automatically disqualified. The contest will run from **March 14, 2022** to **April 25, 2022**.

The First Prize winning entry on the national level shall represent the country and will be sent by PHLPost to the UPU 51<sup>st</sup> International Letter-Writing competition to be held in Switzerland.

In this regard, **may we request for the dissemination of this memorandum and/or the issuance of a regional memorandum in all public and private schools nationwide** to encourage our learners to join said competition and foster affection for letter-writing despite other modern means of communication. Enclosed in this Memorandum is PHLPost's Circular No. 22-14 relative to the said contest, which contains the contest mechanics for your guidance.

For any concern, your staff may contact:

Office of the Undersecretary for Legislative Affairs,  
External Partnerships and Project Management Service (OULAPP)

Attention : Mr. Romeo B. Parayno  
External Partnerships Service-Special Events  
Unit (EPS-SEU)  
Email Add : [romeo.parayno@deped.gov.ph](mailto:romeo.parayno@deped.gov.ph)  
Mobile No. : 0922-4636626

PHLPost

Attention : Ms. Joy Edralin-Cacho  
Marketing Specialist  
Project Officer for Special Project and Postal  
Outlets, Post Shop, Philately and Museum  
Division  
Tel. No. : 8527-0132

Thank you very much.



Republic of the Philippines  
Office of the President  
Philippine Postal Corporation

FILE COPY

March 14, 2022

PHLPOST CIRCULAR NO. 22-14



**SUBJECT: 51<sup>st</sup> INTERNATIONAL LETTER- WRITING COMPETITION FOR YOUNG PEOPLE (2022)**

The Universal Postal Union, through the International Bureau, has recently called on all postal administrations to participate in this year's letter writing competition. It aims to intensify the promotion of literacy thru letter-writing. The contest is designed to develop the young people's skills in composition and the ability to express their thoughts clearly, to foster their enjoyment of letter-writing and to help strengthen the bonds of international friendship – one of the basic missions of the UPU.

#### CONTEST MECHANICS

1. The contest is open to participants from the public and private schools nationwide aged from 9 to 15 years old.
2. The contest theme is: **“WRITE A LETTER TO AN INFLUENTIAL PERSON ABOUT WHY AND HOW TO TAKE ACTION ON CLIMATE CHANGE”.**
3. The compositions must be recent, unpublished and original letters.
4. Entries must be written in English, handwritten, adhere **STRICTLY** to the theme and must not exceed the limit of 800 words in length with **NO ERASURES**.
5. Compositions must be in the form of a letter containing its basic elements (heading, salutation, body of the letter, complimentary close and signature).
6. All entries must be originally done by the participant. The contest committee has to right to test the winning participant on the originality of his/her entry.
7. On a separate sheet of paper, the participant must indicate the following information:
  1. Number of Words of the Letter Composition
  2. Complete Name and Home Address
  3. Gender of Candidate
  4. Age and Date of Birth
  5. Colored Photo of Candidate in Jpeg format (300 dpi minimum) (300 dpi minimum). (Xerox or Photocopy is not allowed)
  6. Name and Address of School/Grade or Year Level
  7. Contact Numbers of School and the Candidate (Telephone and Mobile Number)
8. Judging shall be based on the following criteria: (UNESCO judging criteria)
 

1. Relevance to the Theme of the Composition	-	30%
2. Imagination and Originality of the Contents	-	20%
3. Demonstrates a Good Style of Writing and Communication	-	20%
4. Demonstrates an Extensive Vocabulary	-	20%
5. Youthfulness of Tone	-	10%
		<b>100%</b>

Manila Central Post Office Building, Magallanes Drive, Liwasang Bonifacio, Barangay 659-A, Ermita, 1000 Manila, Philippines



9. Entries must be placed in a brown envelope and may **ONLY** be submitted via Post Office Domestic Express Mail Service (DEMS) to:

**UPU 51<sup>st</sup> International Letter Writing Competition for Young People (2022)**  
**Post Shop, Philately and Museum Division**  
**Philippine Postal Corporation**  
**3/F Manila Central Post Office Building**  
**Magallanes Drive Liwasang Bonifacio**  
**Barangay 659-A, Ermita 1000 Manila**

10. Entries sent thru private couriers like LBC, DHL, 2GO, JRS EXPRESS, et al. shall be automatically **DISQUALIFIED**.

11. The contest period is from **14 MARCH 2022 to 25 APRIL 2022**. Selection of semi-finalists must be done on or before 29 April 2022. Final winner must be determined not later than 2 May 2022. The winning entry (First Prize) from the Philippines must reach the UPU 51<sup>st</sup> International Letter-Writing Competition Committee by 5 MAY 2022.

12. **PRIZES**

First Prize - Php 25, 000.00 + Medal and Presentation Frame  
Second Prize - Php 15, 000.00 + Medal and Presentation Frame  
Third Prize - Php 10, 000.00 + Medal and Presentation Frame

13. The **FIRST PRIZE** winning entry shall be sent by PHLPost to the International Bureau as the Philippines Official Entry to the UPU 51<sup>st</sup> International Letter-Writing Competition for Young People (2022).
14. A committee shall preside and convene a group of judges who shall select the winning entries. The group shall be guided by the rules of the UPU International Letter-Writing Competition for Young People set for this year's event.
15. From among all the entries, ten (10) shall be shortlisted by the screening committee for consideration of the panel of the judges. The decision of the panel of judges shall be final and **NOT** subject to appeal.
16. For more information/inquiries, please call Ms. Joy Edralin-Cacho, Marketing Specialist, Project Officer for Special Project and Postal Outlets, Post Shop, Philately and Museum Division, Business Line Department, Office of Assistant Postmaster General for Operations at Tel. No. 527-01-32.
17. Please visit our Official Website at <http://www.phlpost.gov.ph>,  
Official FACEBOOK page: @PHLpost and @Pilipinas Philately; TWITTER: @phlpostofficial

All Area Directors, Area Marketing Specialists, Postmasters and other supervisory officials of this Corporation are hereby instructed to disseminate information on the contest to all public and private elementary and high school in their respective areas.

This Circular shall take effect immediately.

  
**NORMAN N. FULGENCIO**  
Postmaster General and CEO

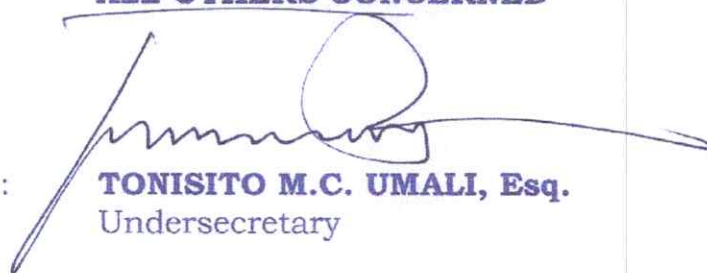


Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY  
*Tanggapan ng Pangalawang Kalihim*

OULAPP No. Q-125, s. 2022

**MEMORANDUM**

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PUBLIC AND PRIVATE ELEMENTARY AND  
SECONDARY SCHOOLS HEADS  
ALL OTHERS CONCERNED**

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

SUBJECT : **PHILIPPINE POSTAL CORPORATION (PHLPOST)  
AND UNIVERSAL POSTAL UNION'S (UPU) 51st  
INTERNATIONAL LETTER WRITING COMPETITION  
FOR YOUNG PEOPLE 2022**

DATE : March 29, 2022

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Mobile No. : 0922-4636626

PHLPost

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Marketing Specialist  
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Outlets, Post Shop, Philately and Museum  
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Tel. No. : 8527-0132

Thank you very much.





Republic of the Philippines  
Office of the President  
Philippine Postal Corporation

FILE COPY

March 14, 2022

PHLPOST CIRCULAR NO. 22-14



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Official FACEBOOK page: @PHLpost and @Pilipinas Philately; TWITTER: @phlpostofficial
- All Area Directors, Area Marketing Specialists, Postmasters and other supervisory officials of this Corporation are hereby instructed to disseminate information on the contest to all public and private elementary and high school in their respective areas.

This Circular shall take effect immediately.

  
**NORMAN N. FULGENCIO**  
Postmaster General and CEO

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