

REGASCO

Sitio Calumpang, Inawayan Sta Cruz, Davao Del Sur

Contact No: 0979-312-5181

Email: regascodavao@gmail.com



EXPLANATION

Dear Sir/Madam,

Good day.

This letter is in response to the Notice to Explain (NTE) dated June 6, 2026 regarding the penalty incurred on the electricity bill.

I respectfully submit my explanation and clarify that the monitoring, processing, and payment of the electricity bill were not part of my assigned responsibilities as Compliance Coordinator. I was not assigned or instructed to handle the payment or monitor the due date of the said utility account.

Furthermore, I did not receive, handle, or have custody of any documents related to the electricity bill. I was not provided with the bill, payment notice, due date, or any other documents pertaining to the account. Consequently, I had no knowledge of the status of the bill or that a penalty had been incurred.

I was therefore surprised to learn that the penalty would be charged to me. I respectfully believe that I should not be held accountable for a payment obligation and documents that were never under my custody, responsibility, or control.

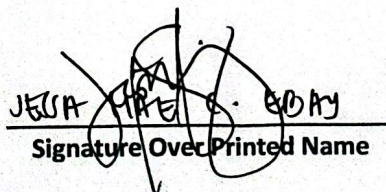
As Compliance Coordinator, my assigned responsibilities primarily involve the preparation and processing of compliance-related documents and coordination with the appropriate agencies and offices. I have consistently performed these duties to the best of my ability.

I fully understand the importance of timely payment of company obligations and compliance with company policies. However, I respectfully request that the circumstances surrounding the electricity bill be reviewed, particularly the person or department responsible for its monitoring, documentation, and payment.

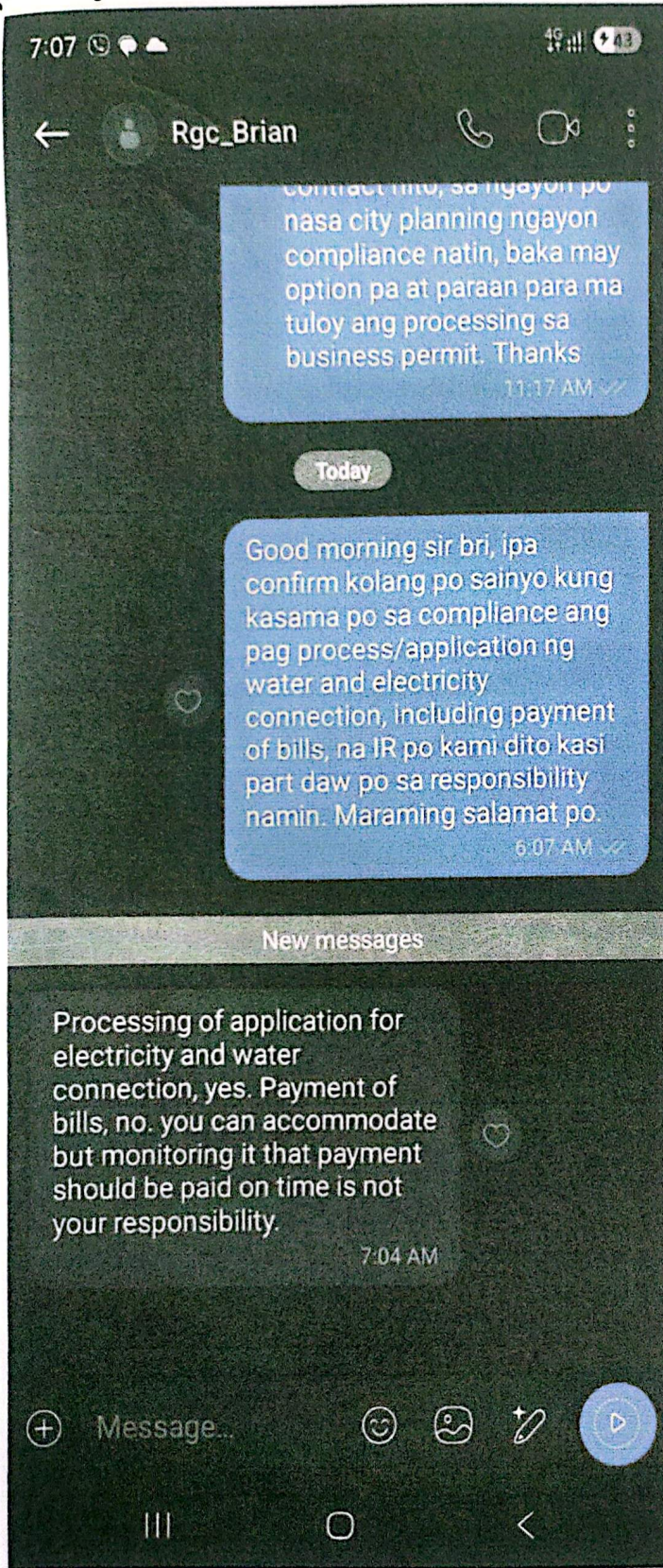
Thank you for giving me the opportunity to explain my side. I respectfully hope that this explanation will be considered in the fair evaluation of the matter.

Respectfully yours,

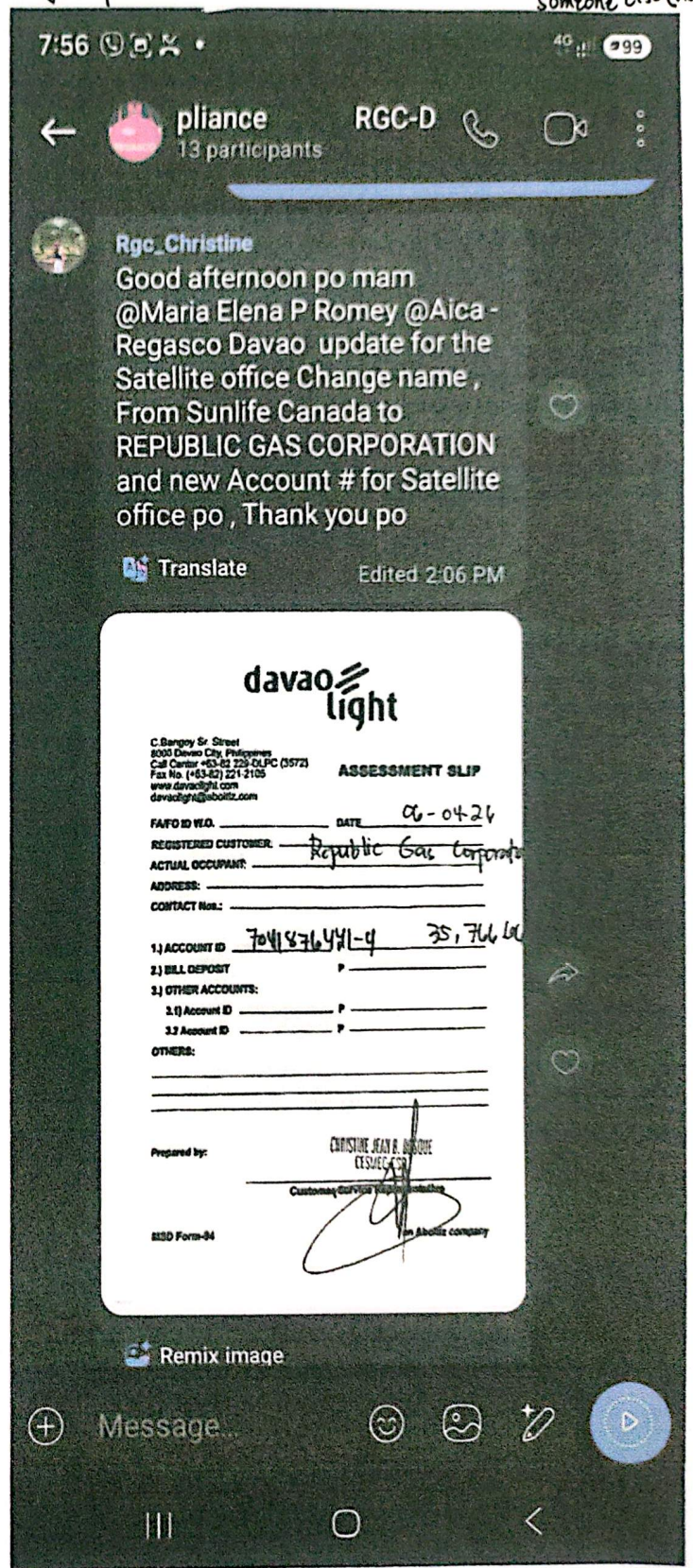
JESSA MAE C. EBAY
Compliance Coordinator


Signature Over Printed Name

Evidence 1
(Message from Sir Brian, Head of Compliance Dept.)



Evidence 2 (Davao light handled by Compliance Coordinator from Warehouse not satellite.
(Proof that the documents of davao light was handled by someone else (not





REGASCO

REPUBLIC GAS CORPORATION

INCIDENT REPORT

PERSON INVOLVE: JESSA EBAY LHAB VIA BUTAYA IR NO: DVO-00064
POSITION: COMPLIANCE COORDINATOR COMPLIANCE COORDINATOR DATE: August 1, 2026
PERSON INVOLVE: JEMAICA ZIPAGAN CHERRY BASALAN
POSITION: OIC DAVAO AGM-DAVAO
DEPARTMENT:
SUBJECT: PENALTY ON ELECTRIC BILL

Location of Incident: Davao Satellite
Total Amount/Value (if any): 715.33
(Loss, short, damage, etc.)

Nagkaroon ng surcharge sa pagbabayad ng electric bill ng Davao Satellite dahil sa pagkaantala ng pagbabayad. Isa sa mga naging dahilan nito ay ang huling pag-abot ng electric bill, dahil lumalabas na pala ito sa online portal at kinakailangang gumawa ng account upang ma-access ang billing statement. Bilang Compliance Coordinator na siyang tumatanggap at nangangasiwa sa mga dokumentong may kaugnayan sa utility bills, inaasahan na alam at nasusubaybayan na ang bagong proseso ng electric provider, kabilang ang paggamit ng online account para sa pagkuha ng billing statement. Dahil nakatalaga ka sa Davao Satellite, mahalagang maging updated sa mga pagbabagong ito upang maiwasan ang pagkaantala sa pagbabayad. Bukod dito, bilang Officer-in-Charge (OIC) at Acting General Manager (AGM) ng Planta, bahagi rin ng iyong responsibilidad ang pag-supervise sa lahat ng utility bills ng kumpanya, tulad ng water bill at electric bill. Kinakailangang magkaroon ng maayos na monitoring ng mga due date at billing schedules upang matiyak na ang lahat ng bayarin ay nababayaran sa tamang oras at maiwasan ang pagkakaroon ng surcharge, penalties, at iba pang hindi kinakailangang gastusin ng kumpanya.

DAVAO LIGHT
Bill ID: 7043876441-4
Date: 06-16-2026

DAVAO LIGHT & POWER COMPANY, INC.
Rate Schedule: GS-C-21
Previous Balance: 35,766.66

ACCOUNT ID: 7043876441-4
Customer Information:
REPUBLIC GAS CORPORATION
Premise Address: PLAZA DE LUISA BLDG., MACASAYAN AVE.
Billing Address: PLAZA DE LUISA BLDG., MACASAYAN AVE.

TRADING INFORMATION
Meter No: 525281909196 Pole No: 0201035
Serial No: 800005670 Multiplier: 1
Percent To: 06-12-2026 Prev. Rtg: 32496.6
Period From: 05-19-2026 Prev. Rtg: 31278.5
No. of Days: 30 Diff. Rtg: 2118.1
Avg. kWh/day: 70.68 Registered: 2118.1
Cores Used: 50 Billing With: 2118

MESSAGE BOX

AGS/UPC BILL INFORMATION:
To get your Davao Light electric bill balance through text, just key in AGS/UPC (space) bill (space) 10-digit ACCOUNT ID and send to 3913371 (Smart, TMS/Text and Red Mobile subscribers) or 8022099372 (Gmail and Globe subscribers). Regular rates apply. Davao Light pays for the reply.

R.A. 7632 Anti-Pollution Law:
Theft of electricity is a criminal offense punishable under R.A. 7632 with penalty up to a maximum of 20 to 40 years imprisonment or P20,000 fine, or both.

Bill Dispatch On Hand: 11,790.00

Generation & Transmission
Generation Charge: 6.9321/kWh 14,682.88
Transmission Charge: 0.6808/kWh 1,457.25
System Loss Charge: 0.8176/kWh 1,731.76
REC Rate: -0.007/kWh -14.83
Sub-Total: 17,857.06

Distribution Charges
Distribution Charge: 1.9371/kWh 4,191.97
Supply Charge: 0.2262/kWh 501.35
Metering Charge: 0.0814/kWh 184.22
Holding Charge: 5.00/month 5.00
Regulatory Asset Fund Reduction: 0.001/kWh -2.12
Sub-Total: 4,991.42

Others
Senior Citizen Subsidy: 0.00002/kWh 0.04
Surcharge: 2% of 35,766.66 715.33
Sub-Total: 715.37

Government Charges
LPT Charge: 0.87% of 21,563.85 205.91
NPT Charge: 0.0504/kWh 106.75

Generation & Transmission
Generation Charge: 6.9321/kWh 14,682.88
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System Loss Charge: 0.8176/kWh 1,731.76
REC Rate: -0.007/kWh -14.83
Sub-Total: 17,857.06

Value Added Tax
Generation: 1,460.22
Transmission: 171.57
System Loss: 187.24
Distribution: 596.97
Others: 83.84
Total VAT: 2,503.84

Universal Charge
Provisionary Electrification NPC-SPUD: 0.2662/kWh 563.84
Provisionary Electrification RE Developer: 0.0501/kWh 11.39
Environmental Charge: 0.0025/kWh 5.30
NPC Dranded Rates: 0.0428/kWh 90.45
Feed In Tariff Allowance - FIT-AT: 0.2811/kWh 425.95
Green Energy Auction Allowance (GEA-ALL): 0.00/kWh 0.00
Sub-Total: 7,922.73
Lifeline Subsidy: 21.18
CURRENT BILL - JUNE 2026: 27,687.76

PRINCESS MELANIE SABERON
Plant Accountant 1

Rejane Mae Alvarez
HR Associate

