

Office Order No. 2021-01  
Series of 2021

TO : **ALL CONCERNED**

SUBJECT : **Reconstitution of Statement of Assets, Liabilities and Net Worth (SALN) Review and Compliance Committee**

DATE : **20 JANUARY 2021**

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In the interest of the service and pursuant to Republic Act No. 6713, otherwise known as "Code of Conduct and Ethical Standards for Public Officials and Employees" and Administrative Order 25 Inter Agency Task Force Memorandum Circular No. 2018-1 dated May 8, 2018, the SALN Review and Compliance Committee is hereby reconstituted:

The Committee shall be composed of the following:

**Chair** : Rabindranath P. Quilala, CESE  
*Director IV and OIC Deputy Director General*  
Finance and Administration

**Vice Chair** : Jocelyn E. Vidal  
*OIC Chief Administrative Officer*  
Human Resource Development Division

**Member** : Rachele T. Ragasa  
*Accountant III, OIC Chief Administrative Officer*  
Finance Division

**Secretariat** : Mary Anne P. De Leon  
*Administrative Officer II (HRMO I)*  
Human Resource Development Division

The duties and responsibilities of the committee are as follows:

1. Review and comply with SALN requirements and determine whether said SALNs have been submitted on time, complete, and in proper form.
2. Cascade to all employees the Agency review and compliance procedure of SALN.
3. Provide scanned copies of all submitted SALNs.
4. Ensure that the deadlines of the submission of SALNs to the office of Ombudsman and Civil Service Commission are complied with.
5. The Chair shall administer Oath on the submitted SALNs.

This order shall take effect immediately until superseded or revoked.

Please be guided accordingly.

  
**ATTY. JEREMIAH B. BELGICA, REB, EnP**  
Director General

