

OFFICE ORDER NO. 2022- 015
18 February 2022

SUBJECT: Reconstitution of the Review and Compliance Committee (RCC) and Designation of Administering Officer for the Submission of Statement of Assets, Liabilities and Net Worth (SALN)

Pursuant to Civil Service Commission (CSC) Resolution No. 1300455 dated 04 March 2013 and CSC Resolution No. 060231 dated 01 February 2006, the following Human Resource and Administrative Services Department (HRASD) personnel are hereby designated as members of the Review and Compliance Committee (RCC) for the submission of the Statement of Assets, Liabilities and Net Worth (SALN):

CHAIRPERSON: Department Manager
HRASD

MEMBERS: Division Manager
Human Resources Management and
Development Division (HRMDD)

HR Specialist
HRMDD

The RCC is hereby tasked to perform the following duties:

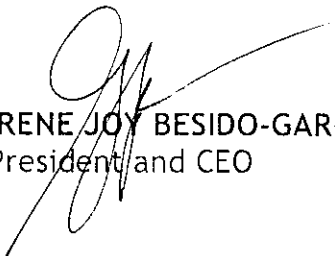
1. To receive the duly accomplished SALN forms and evaluate if the same have been submitted on time, complete and in proper form, and render opinion interpreting the provisions on review and compliance procedure in the filing thereof.
2. Upon review, the committee shall prepare a list of employees in alphabetical order based on the following classifications and submit them to the President and CEO, copy furnished the CSC:
 - a. Those who filed their SALNs with complete data;
 - b. Those who filed their SALNs but with incomplete data; and
 - c. Those who did not file their SALNs.

Consistent with Section 3 of CSC Resolution No. 060231, as amended by CSC Resolution No. 1300173 dated 24 January 2013, within five (5) days from receipt of the aforementioned list and recommendation, it shall be the ministerial duty of the President and CEO to issue a Compliance Order requiring those who have incomplete

data in their SALNs to correct/supply the desired information and those who did not file/submit their SALNs to comply within a non-extendable period of thirty (30) days from receipt of the said Order.

Further, in accordance with item III (B)(6)(e) of CSC Resolution No. 1300173, the Vice President of the Corporate Services Group is hereby designated as PSALM's Administering Officer for all submission/filing of SALN Forms.

The Officer Order shall take effect immediately and shall remain in force, unless revoked, cancelled or superseded by a subsequent issuance.



IRENE JOY BESIDO-GARCIA
President and CEO