Republic of the Philippines
Department of Science and Technology
PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM
OFFICE OF THE EXECUTIVE DIRECTOR
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07 February 2023

MEMORANDUM NO. 031
Series of 2023

TO : **ALL PSHSS-OED EMPLOYEES**

SUBJECT : **FILING OF FY 2022 SWORN STATEMENT OF ASSETS, LIABILITIES AND NET WORTH (SALN) AND COMPOSITION OF REVIEW AND COMPLIANCE COMMITTEE**

Pursuant to **Republic Act No. 6713** (***Code of Conduct and Ethical Standards for Public Officials and Employees)***, all OED permanent employees are hereby directed to file their Sworn Statement of Assets, Liabilities and Net Worth (SALN) as of **December 31, 2022** to HRMU Unit on or before **March 31, 2023** at **5:00 P.M.**

Furthermore, with reference to **Special Order No. 740 s. 2022** RE ***Committee Assignments for CY 2023***, the ***Review and Compliance Committee for the Review of the Statement of Assets, Liabilities and Net Worth*** shall be composed of the following PSHS System employees:

Chairperson:	**Atty. Edward Herbert S. Escalona**
Vice-Chairperson:	**Liezl M. Dolojan**
Members:	**Kris Gerald R. Del Norte**
	Marianne C. Locsin
Secretariat:	**Johannes Christian Abero**

The said committee shall have the following functions:

- Establish procedures for the review of the submitted Statement of Assets, Liabilities and Net worth (SALN) as to its completeness;
- In the event that an official or employee of the this office has not filed his/her SALN on time, said Committee shall have the authority to take the necessary action in accordance with the Civil Service Commission laws, rules and regulations; and
- To ensure that the SALN Filers must attach and submit required documents.

This Order shall take effect immediately and shall remain in force until revoked or amended by the appropriate authority.

For information and compliance.

LILIA T. HABACON
Executive Director