

MEMORANDUM ORDER NO. 21-771
Series of 2021

SUBJECT: Submission of Sworn Statement of Assets, Liabilities and Net Worth and Disclosure of Business Interests and Financial Connections and Identification of Relatives in the Government Service (SALN) as of 31 December 2020

Pursuant to the provisions of R.A. 6713, otherwise known as “*The Code of Conduct and Ethical Standards for Public Officials and Employees*” and in compliance with CSC MC No. 2, Series of 2013 which announced the use of Revised SALN, all DTI Officials and Employees are hereby directed to accomplish the attached SALN form in three (3) original copies.

In line with this, the Review and Compliance Committee (RCC) which shall evaluate the SALN Forms submitted to determine whether the same were submitted on time, accomplished completely and in proper form, shall be composed of the following Human Resource Management Division (HRMD) Staff:

Chairperson:

- Amor Elianina M. Obispo - Officer-in-Charge, Supervising Administrative Officer

Members:

- Debra Maria Helena T. Guzman - Administrative Officer V
- Rhapsody DP. Berbon - Administrative Officer V
- Rosemarie DC. Umbaña - Administrative Officer IV
- Sheila M. Vibal - Administrative Officer IV
- Ronalyn P. Nicolas - Administrative Officer IV


All Officials and Employees are reminded that under Section 46 (D) (8), Rule 10 of the Revised Rules on Administrative Cases in the Civil Service, failure to submit SALNs is punishable with the following penalties:

- 1st Offense - Suspension for (1) month and one (1) day to six (6) months
- 2nd Offense - Dismissal from the service

This Order shall take effect immediately. Provisions of existing orders and such other issuances inconsistent with this are deemed repealed or amended.

For information, guidance and strict compliance.

15 June 2021, Makati City



IRENEO V. VIZMONTE
Undersecretary, MSG

OFFICE OF THE UNDERSECRETARY FOR MANAGEMENT SERVICES GROUP