



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF AKLAN

April 8, 2020

DIVISION MEMORANDUM
No. 106, s. 2020

DISSEMINATION OF MEMORANDUM CIRCULAR NO. 09, S. 2020 TITLED “FILING AND SUBMISSION OF THE REVISED STATEMENT OF ASSETS, LIABILITIES AND NET WORTH (SALN) FORM FOR THE YEAR 2020”

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public and Private Elementary, Secondary and Integrated Schools
All Others Concerned

1. Please find the attached Memorandum Circular No. 09, s. 2020 titled **“FILING AND SUBMISSION OF THE REVISED STATEMENT OF ASSETS, LIABILITIES AND NET WORTH (SALN) FORM FOR THE YEAR 2020,”** which is self-explanatory.
2. For strict compliance.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

MMDA/srb





MC No. 09, s. 2020

MEMORANDUM CIRCULAR

TO : ALL HEADS OF CONSTITUTIONAL BODIES; DEPARTMENTS; BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS, GOVERNMENT OWNED OR CONTROLLED CORPORATIONS; AND STATE COLLEGES AND UNIVERSITIES

SUBJECT : Filing and Submission of the Revised Statement of Assets, Liabilities and Net Worth (SALN) Form for the Year 2020

Pursuant to **CSC Resolution No. 2000523** dated **April 3, 2020**, the Commission resolves to adopt the following guidelines in the filing and submission of the Statement of Assets, Liabilities and Net Worth (SALN) Form for the year 2020:

1. All public officials and employees are given additional period of sixty (60) days from April 30, 2020, the last day of filing of the Statement of Assets, Liabilities and Net Worth (SALN) Form for the year 2019 pursuant to Section 8 of Republic Act No. 6713 (Code of Conduct and Ethical Standards of Public Officials and Employees), or until June 30, 2020, to file their SALN Forms with their respective agencies, unless the circumstances require otherwise.
2. Those filing their SALN Forms between the period after April 30, 2020 and June 30, 2020 shall not be subjected to any administrative case relating to the non-filing of the SALN Form. However, those not filing their SALN Forms shall still be liable if they fail to file the same by June 30, 2020.
3. The last day of submission of the SALN Forms by all departments, agencies and offices to the appropriate repository agencies is extended from June 30, 2020 to August 31, 2020.
4. The foregoing parameters shall be subject to changes in case of any further issuances by the appropriate authorities, department and/or task force pertaining to the national emergency brought by COVID-19.

Bawat Kawani, Lingkod Bayani

5. The proper form to be used by all public officials and employees for the annual filing and submission of the SALN for the year 2020 shall be the Revised SALN Form (Revised as of January 2015) together with the Additional Sheets Form (Revised as of January 2015).

For your guidance.


ALICIA dela ROSA-BALA
Chairperson

03 April 2020