



Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
**SCHOOLS DIVISION OF ABRA**

**RELEASED**  
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September 28, 2022

DIVISION MEMORANDUM

No. 262, S. 2022

**DESIGNATION OF THE DIVISION AND SCHOOL REVIEW AND COMPLIANCE COMMITTEE (RCC) FOR STATEMENT OF ASSETS, LIABILITIES AND NET WORTH (SALN)**

To: All SDO Personnel  
 Public School Heads  
 School Teaching and Non-Teaching Personnel  
 Others Concerned

1. Pursuant to Resolution No. 1300445 dated 04 March 2013 issued by the Civil Service Commission (CSC) relative to the Review and Compliance Committee (RCC) for Statement of Assets, Liabilities and Net Worth (SALN), this Office hereby designates the following SALN Review and Compliance Committee as follows:

Chairperson:	<b>SAMUEL T. EGSAEN JR</b> Assistant Schools Division Superintendent
Members:	<b>JANET B. PASCUA</b> Administrative Officer V – Admin. <b>GEMMA B. CABUTAJE</b> Administrative Officer IV -Personnel
Secretariat:	<b>FLORGALE B. PANELO</b> Administrative Officer III <b>SHELYN GRACE B. BALDERAMA</b> Administrative Officer II

2. The composition of School RCC shall be:

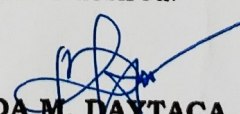
Chairperson:	<b>School Head</b>
Members:	Any Two of the following: <b>Head Teacher</b> <b>Master Teacher</b> <b>Administrative Officer</b> <b>Administrative Assistant</b> <b>Teacher</b>

3. The committee shall have the following functions:

1. Ensure that all officials and employees submit their accomplished SALN Form within the prescribed period;
2. Ensure the completeness of required data in compliance with the guidelines in the filling out the SALN Form.

4. School RCC shall submit to the Division RCC the duly accomplished and properly subscribed SALN of all school employees on or before April 15 of every year.

5. Immediate dissemination of this memorandum is desired.

  
**BENILDA M. DAYTACA, EdD, CESO V**  
 Schools Division Superintendent

References: CSC Resolution No. 1300455 dated 04 Mar 2013  
 JBPascua-OSDS-ADMIN



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