

**Office of the Schools Division Superintendent**

January 27, 2025

**DIVISION MEMORANDUM**

NO. 42, s.2026

**TO:** All Division Office Personnel  
 All Elementary and Secondary  
 All Teaching and Non- Teaching Personnel

**COMPOSITION OF STATEMENT OF ASSETS, LIABILITIES AND NET WORTH  
 (SALN) REVIEW AND COMPLIANCE COMMITTEE**

1. In compliance with the provision of Regional Memorandum No. 177, series 2022, on the Reiteration of DepEd Memorandum “Clarification on the Authority of Certain Officers to Administer Oath”, and Republic Act No. 6713 (Code of Conduct and Ethical Standards for Public Officials and Employees), this office hereby constitutes the Statements of Assets, Liabilities and Net Worth (SALN) Review and Compliance Committee of the Schools Division Office of Tabuk City.

2. The Review Compliance Committee shall compose of the following:

<b>Chairperson:</b>	<b>Atty. Sandy L. Basungit</b> Legal Officer/ Attorney III
<b>Members:</b>	<b>Dorothy S. Asingal</b> Administrative Officer V <b>Catherine M. Badong</b> Administrative Officer IV/ HRMO

3. The SALN Review and Compliance Committee shall have the following roles and functions:

- a. Review the submitted SALNs and determine whether these are properly accomplished;
- b. Notify concerned personnel of deficiencies or non- compliance and require appropriate corrective actions;
- c. Submit the accomplished SALNs to the administering authority;
- d. Submit a report to the School Division Superintendent (SDOs) and transmit the original copies of SALNs on or before the prescribed due date;
- e. Resolve issues pertaining to compliance with the submission; and
- f. Perform such other functions as may be necessary to ensure compliance by SDO- Tabuk City personnel with all SALN related concern.

4. For information and widest dissemination.

  
**BENEDICTA B. GAMATERO PhD, CESO V**  
 Schools Division Superintendent 



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