



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Building, Sudlon, Lahug, Cebu City



October 16, 2014

Division Memorandum
No. 523, s. 2014

**SUBMISSION OF ADDITIONAL INFORMATION ON THE FILING OF 2012
STATEMENT OF ASSETS, LIABILITIES AND NET WORTH
(SALN) OF ALL DEPED EMPLOYEES**

To: Assistant Superintendents
Education Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads

1. Attached herewith is Regional Unnumbered Memorandum, dated October 16, 2014, entitled, "**Submission of Additional Information on the Filing of 2012 Statement of Assets, Liabilities and Net Worth (SALN) of all DepEd Employees.**"
2. Immediate dissemination of and strict compliance with this Memorandum is directed.


ARDEN D. MONISIT, Ed. D.
Schools Division Superintendent

Telephone Numbers:
Schools Division Superintendent: (032) 255-6405
Asst. Schools Division Superintendent: (032) 4147457
Accounting Section: (032) 254-2632
Disbursing Section: (032) 255-4401

Website : www.depedcebuprovince.com
E-mail Add : depedcebuprovince@yahoo.com



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
REHIYON VII, GITNANG VISAYAS
Region VII, Central Visayas
Sudlon, Lahug, Cebu City



MEMORANDUM

TO : SCHOOLS DIVISION SUPERINTENDENTS/
OFFICERS-IN-CHARGE OF SCHOOLS DIVISIONS

SUBJECT : SUBMISSION OF ADDITIONAL INFORMATION ON THE FILING OF 2012
STATEMENT OF ASSETS, LIABILITIES AND NET WORTH (SALN) OF ALL DEPED
EMPLOYEES

DATE : October 16, 2014

X=====/
Attached is the Inter-Agency Task Force (IATF) Memorandum Circular (MC) No. 2013-01 "Guidelines on the Grant of Performance-Based Incentives for Fiscal Year 2013 under Executive Order No. 80", which states that to be eligible for the PBB, agencies must :

- a. achieve at least 90% of each one of the performance targets for the delivery of Major Final Outputs (MFOs), Support to Operations (STO), and General Administration and Support Services (GASS);
- b. achieve at least 90% of each one of the priority program/project targets agreed with the President under the free Key Result Areas (KRAs) of Executive Order (EO) No. 43;
- c. satisfy 100% of the good governance conditions set by the IATF for FY 2013; and
- d. rank the performance of delivery units and personnel within the Department.

One of the good governance conditions that needs to be complied with is the submission and filing of the 2012 SALN of officials and employees. This condition is in accordance with the RA 6713, otherwise known as Code of Conduct and Ethical Standards for Public Officials and Employees, which states that SALN must be filed :

- a. within thirty (30) days after assumption of the office;
- b. on or before April 30 of every year thereafter; and
- c. within thirty (30) days after separation from the service.

Failure of an official or employee to submit his/her SALN in accordance with the procedure and within the given period shall be a ground for disciplinary action. The offense of failure to file SALN is punishable with the following penalties :

- a. 1st offense - suspension for one (1) month and one (1) day to six (6) months
- b. 2nd offense - dismissal from the service

In relation to granting of PBB for 2013, all officials and employees who failed to submit and file the 2012 SALN shall not be entitled to the said bonus, except for the officials and employees who were appointed after April 30, 2013.

In this regard, you are hereby requested to submit the required information following the format Attachments A-C. It will be emailed to your PBB in-charge.

- a. List of Eligible Employees who Submitted and Filed the 2012 SALN
- b. List of Eligible Employees who Failed to Submit and File the 2012 SALN
- c. List of Eligible Employees who are Not Required to Submit and File the 2012 SALN (eligible employees who are appointed after April 30, 2013)

Eligible employees must be based on the Reports on Ranking (Forms 1.0 and 2.0).

Please submit to the Regional PREC on or before October 17, 2014 through :

- Miss Ida F. Cabantan - hard copies
Mr. Tomas T. Pastor - soft copies

Strict and immediate compliance to this Memorandum is desired.


CARMELITA T. DULANGON
Director III

 Officer-in-Charge

Dir.CTD/wc
Page 1-PBB 2013
Regional Director's Office: Tel. nos.: (032) 231-1433; 231-1309; Telefax 414-7399; 414-7325; Asst. Regional Director's Office Telefax: (032) 255-4542;
Field Effectiveness Division: (032) 414-7324; Curriculum Learning Materials Division (032) 414-7323;
Quality Assurance and Accountability Division: (032) 231-1071; Resource Mobilization and Special Programs and Projects Division: (032) 254-7062;
Training and Development Division: (032) 255-5239 loc. 112; Planning, Policy and Research Division: (032) 233-9030; 414-7065;
Administrative Division: (032) 414-7326; 255-1313; 414-7366 414-4367; Budget and Finance Division: (032) 256-2375; 253-8061; 414-7321
Website: <http://www.depedro7.com.ph>

"ESD 2015: Karapatan ng Lahat, Pansamantalan ng Lahat"