



11 January 2024

MEMORANDUM NO. 44
Series of 2024


T O: Atty. Rysan C. Guinocor - Legal Office
Ms. Honey Sofia V. Colis - HRMO
Ms. Jennifer E. Ando - RSPPRO
Ms. Wilma A. Bongot - Legal Office

R E: Review and Compliance Committee (RCC) for Statement of Assets, Liabilities and Net Worth (SALN) and Disclosure of Business Interest and Financial Connections

With Atty. Rysan C. Guinocor as Chairperson, please constitute yourselves as RCC for SALN. As such, you shall undertake the following duties and responsibilities:

- a. Receive, through the Legal Office, SALN submissions
- b. Review and evaluate if the same has been submitted on time, complete and in proper form,
- c. Prepare a list of the following employees, in alphabetical order, to be submitted to the University President on or before May 15, 2024:
 1. Those who filed their SALNs with complete data;
 2. Those who filed their SALNs but with incomplete data; and
 3. Those who did not file their SALNs.
- d. Facilitate in the transmittal of all original and digitized copies of the SALNs received to the concerned agencies (i.e. CSC and Office of the Deputy Ombudsman) on or before June 30, 2024.

For compliance.


DANIEL LESLIE S. TAN
OIC-President

cc: Legal
HRMO/RSPPRO
Records
File