



23 January 2020

**MEMORANDUM NO. 22**  
Series of 2020

**T O: Atty. Rysan C. Guinocor  
Ms. Honey Sofia V. Colis  
Ms. Miriam M. Dela Torre  
Ms. Chizka Mae S. Martinez**

**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, 2020:
  - 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, 2020.

For compliance.

  
**EDGARDO E. TULIN**  
President