

GUIMBA WATER DISTRICT



GUIMBA, NUEVA ECIJA

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Certificate of Registration No.
PHP QMS 19 93 0025

OFFICE ORDER

TO: **ALL CONCERNED EMPLOYEES**
FROM: **GENERAL MANAGER**
SUBJECT: **SALN REVIEW AND COMPLIANCE COMMITTEE**
DATE: **SEPTEMBER 16, 2020**

Pursuant to Section 10 of Republic Act No. 6713, otherwise known as the Code of Conduct and Ethical Standards for Public Officials and Employees, and CSC Memorandum Circular No. 10 s. 2006 dated April 17, 2006 amended by Memorandum Circular No. 03 S. 2013 dated January 24, 2013, Resolution Nos. 1300455 dated March 4, 2013 and 1500088 dated January 23, 2015, the Guimba Water District SALN Review and Compliance Committee is hereby constituted and shall be composed of the following:

CHAIRPERSON: Eng'r. Felixberto C. Legarda
MEMBERS: Aristotle G. Muñoz
Mary Grace DC. Batangan
Anne Clarisse C. Romano

The SALN Review and Compliance Committee will implement the provisions on reviewing and complying with SALN requirements to determine whether said statements have been submitted on time, are complete and are in proper form. They shall prepare a list of the following employees, in alphabetical order to be submitted to the head of agency, copy furnished the Civil Service Commission on or before May 15 of every year:

- a. Those who filed their SALNs with complete data;
- b. Those who filed their SALNs but with incomplete data; and
- c. Those who did not file their SALNs.

This order shall take effect immediately and shall continue until revoked.


ENG'R. FELIXBERTO C. LEGARDA
General Manager B