



BUREAU OF SOILS AND WATER MANAGEMENT

SPECIAL ORDER

Reference Code:		BSWM_DO_FR_0004	
Control No.:		201908- ²⁷⁸ PE-00167	
Effective date:		October 19, 2018	
Rev. No.	1	Page No.:	1 of 1

8 August 2019

SUBJECT : Reconstitution of the BSWM Statement of Assets Liabilities and Net Worth (SALN) Review and Compliance Committee (RCC)

In the exigency of the service, the BSWM Statement of Assets Liabilities and Net Worth (SALN) Review and Compliance Committee (RCC) per Special Order No. 2018-152 is hereby reconstituted as follows:

Chairperson : Asst. Dir. Sonia M. Salguero
Assistant Director

BSWM-RECORDS UNIT
RELEASED

Members : Nancy C. De Sagun
Chief, Personnel Section

Jennifer F. Garcia
Staff, Personnel Section

By: snh
Date: 8/14/19


The BSWM SALN Review and Compliance Committee shall perform the following:

1. Formulate the BSWM's SALN Review and Compliance Procedure for approval of the Director
2. Monitor, determine and evaluate if the SALN of BSWM officials and employees has been:
 - a. *submitted on time,*
 - b. *completely filled up* - the SALN is deemed properly accomplished when all applicable information or details required therein are provided by the filer. Items not applicable to the filer should be marked with N/A (Not Applicable), and
 - c. *is proper in form*
3. Submit the following list of employees in alphabetical order:
 - a. those who filed their SALNs *with complete data*;
 - b. those who filed their SALNs *with incomplete data*; and
 - c. those who *did not file their SALNs*

The list will be submitted to the Director, copy furnished CSC, on or before May 15 of every year.

3. Prepare Compliance Order to:
 - a. employees who filed their SALNs with incomplete data
 - b. those who did not file their SALNs
The concerned employee/s must comply within a non-extendable period of thirty (30) days from receipt of the compliance order.
4. In the event a determination is made that there was no compliance to the Order, the RCC shall make the corresponding recommendation to the Director

This Order takes effect **August 16, 2019** and shall remain enforced until revoked. All Orders inconsistent herewith are hereby revoked.


ANGEL C. ENRIQUEZ, CESO III
OIC, Director

BSWM - Personnel
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