



Republic of the Philippines
Department of Education
REGION III- CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

January 8, 2024

SCHOOLS DIVISION MEMORANDUM

No. 004, s. 2024

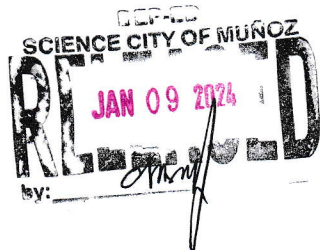
**SUBMISSION OF 2023 STATEMENT OF ASSETS,
LIABILITIES AND NET WORTH (SALN)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary School heads
All Others Concerned

1. As a mandate by law and as part of our duties and responsibilities as public servants, all teaching and non-teaching personnel of the division are hereby enjoined to submit hard copy of the individual 2023 Sworn Statement of Assets, Liabilities and Net worth (SALN) using the revised 2015 SALN form on or before February 29, 2024.
2. The form shall be accomplished in three (3) copies, must contain complete and verifiable information and shall be notarized by a duly registered notary public before its submission.
3. Inquiries pertaining to this issuance please refer directly with Ms. Jessica L. Sapitan, Administrative Assistant III of the Administrative Services Section thru her mobile number 0917-8005168 or messenger account @ Jessica Leano-Sapitan.
4. For information and compliance.

Jessica L. Sapitan
JOHANNA N. GERVACIO, Ph.D., CESO V
Schools Division Superintendent

Admin2024



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