



## OFFICE ORDER

Date : September 1, 2021  
To : **ARMANDO M. CAMO**  
**AILEEN R. MARCAIDA**  
**JEHAN DLT. REBANCOS**  
From : **ANNAFE COLLAO-PATO** -  
Acting General Manager  
Subject : **RECONSTITUTION OF THE SALN REVIEW AND COMPLIANCE COMMITTEE**

In accordance with the Civil Service Commission Resolution No. 1300455, you are hereby appointed as members of the SALN Review and Compliance Committee effective today September 1, 2021;

Chairperson:	Armando M. Camo
Member:	Aileen R. Marcaida
Member:	Jehan DLT. Rebancos

As such, your duties are as follows:

1. In-charge of the implementation of the provisions and evaluation of SALN to the Office of the Ombudsman and various reportorial requirements of other agencies.
2. Ensure that all officials and employees of the Office of the Pili Water District submit their accomplished SALN form within the prescribed period.
3. Preparation of the following documents to the head of agency, copy furnished the Civil Service Commission, on or before May 15 of each year;
  - a. List of personnel who filed their SALNs with complete data;
  - b. List of personnel who filed their SALNs but with incomplete data; and
  - c. List of employees who did not file their SALNs.

For your information and compliance.

  
**ANNAFE COLLAO-PATO**