



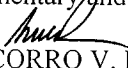
Republic of the Philippines  
Department of Education  
Region V (Bicol)  
**DIVISION OF CATANDUANES**  
Virac, Catanduanes



June 13, 2016

MEMORANDUM TO:

CID/SGOD Chiefs  
SDO Section Heads  
Public Schools District Supervisor  
Elementary and Secondary School Heads

FROM:  SOCORRO V. DELA ROSA  
Schools Division Superintendent

JUN 14 2016  
11:02 AM

**SUBJECT: Submission of Statement of Assets, Liabilities and Net Worth for 2015**

1. This Office is returning the copies of Statement of Assets, Liabilities and Net Worth for 2015 due to some corrections to be made by the concerned teachers/employees. Said SALNs were already submitted to the Office of the Ombudsman and was requested to issue an order requiring those who have incomplete data in their SALN to correct/supply the desired information.
2. The following are noted/subjected to change/review:
  - A. New form to be used – revised as of January, 2015
  - B. ASSETS-
    1. Real Properties - **State Exact Location, Assessed Value, Current Market Value**

Description	Kind	Exact Location	Assessed Value	Current Market Value	Acquisition		Acquisition Cost
			As found in the tax declaration of real property		Year	Mode	
House	residential	address				Purchased	
Lot						Loan/installment	how much paid
						Inheritance	0
						Donation	0

2. Personal Properties:

Description	Year Acquired	Acquisition Cost/Amount
Personal belongings (jewelries, clothings, etc.)	Various years	
Furniture and fixtures	Various years	
car	Year purchased	
motorcycle	Year purchased	
Cash in-hand	Various years	
Cash in-bank	Various years	

C. LIABILITIES:

NATURE	NAME OF CREDITORS	OUTSTANDING BALANCE
Personal Loan	Name of person	balance only
	Land Bank	
	PNB, etc	

D. BUSINESS INTEREST AND FINANCIAL CONNECTION:

- a. Check – I/We do not have any business interest or financial connection
- b. State “Not Applicable” in the Name of Entity/Business Enterprises, if no business interest and/or financial connection

E. In the Co-Declarant/Spouse- state the name of spouse (single or joint filing) with his/her government issued ID and ID no. and date issued; if the spouse has no work, just write his/her name with signature; and for those separated or deceased, write only the name and state if separated or dead.

3. Submission of this SALN FORM will be on or before June 20, 2016. These are needed to qualify us for 2016 PBB.

4. For immediate information and compliance.